

Trainings Attendance Expectations

For After-school and Summer Camp Programs (YAS)



The Children's Trust is committed to strengthening agencies' ability to effectively deliver needed services and manage their operations, therefore providing positive impact to the children and families in the communities being served. To that end, The Trust's program and professional development providers offer high quality, relevant trainings specific to initiative and audience needs. Providers must ensure appropriate staff and subcontractors attend various initiative-specific trainings administered by The Trust's program and professional development providers.

Trainings offered through Project RISE, ACT, Injury Free Coalition, FLIPANY and various specialized and evidenced-based programs (EBP) are listed in the attached chart. Each training specifies if the training is required, recommended or optional, and for which intended audience and at what frequency.

In addition, please note and abide by the following:

All youth after-school and summer (YAS) providers required to be licensed by the Florida Department of Children and Families must abide by regulations pertaining to the license, including Introductory Child Care Training (40 hours), Early Literacy and Development (5 hours), participation in 10 hours of in-service training per year and the staff credentialing requirement for specified staff. Trust-provided trainings are accepted as in-service trainings. Please keep and file all certificates obtained upon training completion.

All provider staff members must participate in at least one All Children Together (ACT) Resource Network-provided training. Each staff member may choose from the nine (9) listed offerings: Administrator Overview of the ADA, Community Resources, Discovering Inclusion, Discovering Inclusion 2: Beyond Awareness (note prerequisite), Count Me In: Teaching Children to Embrace Diversity, Introduction to Successful Inclusion of Children with Autism Spectrum Disorders (ASD), Let's Play Together: Practical Solutions for Adapting Recreational Activities, Structure for Success and Inclusion Institute.

Cardiopulmonary Resuscitation (CPR) training from other organizations, i.e., the American Red Cross, is accepted if it meets CPR certification. The Children's Trust offers a limited number of CPR trainings as first come, first served. Providers are responsible for this training requirement regardless of Trust-sponsored availability.

Providers are responsible for securing evidenced-based program (EBP) training for new staff and/or upon implementation of new EBP as approved. Based upon results of program metrics, additional trainings for specific staff and/or entire provider agencies will be required. Providers are encouraged to access trainings and opportunities from other quality professional development organizations.

Training Title and Provider	Required	Description	Staff	Frequency
	Recommended			
	Optional			
Administrator Overview of the ADA (ACT)		Training specifically designed for program executives and administrators. It focuses on an agency's legal requirements under the ADA. Participants begin the development of personalized agency policies and procedures ensuring compliance and promoting inclusion. The workshop format provides ample opportunity to share experiences, raise questions, and problem-solve real life situations.	Program Executives and Administrators	Once per funding cycle (and upon ADA changes, as announced); upon hire
Cardiopulmonary Resuscitation (CPR)		First Aid/CPR/AED is a 4 hours training teaches providers how recognize and respond appropriately to cardiac, breathing and first aid emergencies. Provider will have the knowledge and skills needed to give immediate care to an injured or ill person and to decide whether advanced medical care is needed. Training from other organizations, i.e. The American Red Cross, is accepted if it meets CPR certification. The Children's Trust offers limited number as first come, first served. Provider is responsible for training requirement.	Program Coordinator and direct service staff needed to ensure coverage at all times	Based on certification expiration date; upon hire
Child Abuse and Neglect (Department of Children and Families)		1-hour continuing education activity to learn ways to recognize various forms of child abuse and neglect, reasons for and results of child abuse and neglect, typical traits of abusive or neglectful parents, the caregiver's responsibility in reporting it, and ways caregivers can help children who are the victims of child abuse and neglect. Also learn specific strategies to strengthen families and reduce the risk. This is not correlated to Staff Credential Part 1 with DCF Licensing for YAS or Early Childhood Providers. This could be one topic as needed within yearly license renewal requirements.	Program Coordinator and all direct service staff	Once per funding cycle; upon hire
Community Resources (ACT)		This training provides participants with the information needed to direct families to useful resources for their children and youth with disabilities. It also examines the systems in which these resources reside, and how to effectively navigate them.	Administrative Staff and Program Coordinator/ Site Coordinator	Once per funding cycle (unless updates as announced); upon hire
Customized Safety (Injury Free)		Customized Trainings targets prevention for young children or older children and teens. Customized Safety Trainings are based on the provider's interest/request and may last 1-2 hours per session.	Direct service staff	Once per funding cycle; upon hire
Differentiated Instruction (RISE)		Certified teachers learn how to create a plan of action to differentiate reading instruction. Participants learn how to use data to identify struggling readers and develop and implement appropriate interventions. Participants will complete an online follow-up component to demonstrate the ability to apply these skills, after attendance at a face-to-face training and on an annual basis.	Certified Teachers; direct service staff providing instruction	Once pre funding cycle; upon hire

Discovering Inclusion (ACT)	Introductory workshop appropriate for all levels of staff. It serves as a powerful opportunity to begin exploring personal beliefs and values. Through simulations, participants experience some of the challenges faced by people with different conditions. Learning content also includes identifying the benefits of inclusion and the characteristics of an inclusive program, and using People First Language and respectful etiquette.	Program Coordinator/Site Coordinator and direct service staff	Once per funding cycle; upon hire
Discovering Inclusion 2: Beyond Awareness (ACT)	Problem solving based learning workshop focusing on the application of specific accommodation and adaptation strategies. Through individual case studies, participants learn to successfully adapt activities and materials to include all learners. Additionally, staff will leave the workshop with an application level knowledge of peer support activities. This training is appropriate for any staff who delivers, or is responsible for supervising the delivery of, direct services to participants. PRE-REQUISITE: DISCOVERING INCLUSION	Program Coordinator/Site Coordinator and direct service staff	Once per funding cycle after pre-requisite
Effective Behavior Management 101 - Level 1 (RISE)	Direct services staff learn and practice effective, research-based strategies for preventing challenging behaviors such as positive reinforcement, giving effective instructions, and active ignoring in after-school and summer camp settings.	Program Coordinator/Site Coordinator and direct service staff	Once per funding cycle; upon hire
Effective Behavior Management 101 - Level 2 (RISE)	Direct services staff will practice applying the skills taught in the online pre-requisite. PRE-REQUISITE: EFFECTIVE BEHAVIOR MANAGEMENT - LEVEL 1	Program Coordinator/Site Coordinator and direct service staff	Once per funding cycle after pre-requisite
Effective Behavior Management 102: Challenging Behaviors (RISE)	Direct services staff learn and practice effective, research-based strategies for managing challenging behaviors, such as reprimands, response cost, time-out, and overcorrection in after-school and summer camp settings.	Program Coordinator/Site Coordinator and direct service staff	Once per funding cycle; upon hire
Effective Literacy Instruction - Level 1 (RISE)	Direct services staff delivering the literacy activity other than certified teachers or reading specialists learn best practices in effective instruction with an emphasis on student engagement, oral reading fluency, reading comprehension, and differentiated instruction strategies.	All staff delivering literacy activities	Once pre funding cycle; upon hire
Effective Literacy Instruction - Level 2 (RISE)	This workshop builds on the knowledge taught in the online prerequisite of Effective Literacy Instruction, Level 1. Direct services staff delivering the literacy activity (other than certified teachers or reading specialists) will practice applying the skills taught in the online pre-requisite, including evidence-based strategies to improve reading skills (e.g., scaffolding), instruction techniques, and ways to increase youth engagement.	All staff delivering literacy activities	Once per funding cycle after pre-requisite

Fitness Outcome Assessment (RISE)	Participants learn to administer the required fitness outcome measure, the Progressive Aerobic Cardiovascular Endurance Run (PACER). The PACER is a standardized assessment tool used by contracted providers to assess physical fitness. Participants must demonstrate that they are able to administer the PACER correctly. Participants attending the training must pass practical test in order to be certified to administer the assessment at their programs. Participants who have passed the required PACER practical test within the prior 12 months are eligible to participant in this recertification training. Participants review how to administer the PACER and then take a practical test online. Participants who fail the practical test must attend a face-to-face training.	Administrative and direct service staff administering tool	Once a year; upon certification date; upon hire
Home Safety Training (Injury Free)	Parents/caregivers and service providers participate in a 45 to 60-minute interactive guided training on home safety onboard the Injury Free Mobile Unit. Topics covered include identification of the following risks and action steps for prevention: poison, choking, suffocation, burns, strangulation, falls, supervision, and gun violence	Direct service staff	Once per funding cycle; upon hire
Homework Assistance (RISE)	Participants learn and practice strategies in the areas of preparation, skill-building, motivation, and communication designed to increase homework completion.	Program Coordinator/Site Coordinator and direct service staff	Once per funding cycle; upon hire
Inclusion Institute (ACT)	Day-long Inclusion Institute. Topics vary based on the needs identified by providers and may include Recruitment and Retention, Structuring the Learning Environment, Accommodations and Adaptations of Recreational Activities, Working with Participants who have Autism Spectrum Disorders, etc.	Program Coordinator/Site Coordinator and direct service staff	Once per funding cycle
Literacy Outcome Assessment (RISE)	YAS staff participants learn to administer the required oral reading fluency (ORF) and reading comprehension (MAZE) outcome assessments. Both assessment tools are standardized, curriculum-based measures designed to assess reading proficiency. Attendees must pass a practical test at a face-to-face training or through an online re-certification course in order to be certified to administer the assessments at their programs. Participants who have passed the required oral reading fluency (ORF) practical test within the prior 12 months are eligible to participate in the online recertification course. This is a two-part recertification course that contains a review and practical test.	Administrative and direct service staff administering tool	Once a year; upon certification date; upon hire

<p>Mental Health First Aid (Youth) (Hope for Miami)</p>	<p>The youth Mental Health First Aid course is appropriate for anyone 18 years and older who wants to learn how to help a person who may be experiencing a mental health related crisis or problem. Participants in a Mental Health First Aid course discuss; signs and symptoms; risk factors and warning signs of mental health problems; information on depression, anxiety, trauma, psychosis, and addiction disorders; a 5-step action plan to help someone developing a mental health problem or in crisis; where to turn for help; professional, peer, and self-help resources.</p>	<p>All direct service staff</p>	<p>Once a Year</p>
<p>Nutrition Education Training (Florida Introduces Physical Activity and Nutrition to Youth, Inc (FLIPANY))</p>	<p>Workshops and cooking demonstrations based on evidence-based nutrition information from United State Department of Agriculture (USDA) and Cooking Matters in your Community Curriculum.</p> <p>The workshops provide specific information about basic nutrition principles, the importance of a good nutrition as well as information about a well balance nutritius diet and appropriate portions. The workshops also provide information about how to read and understand food labels, understanding and identifying whole grain, the importance of reading the ingredient list, and options for snacks.</p> <p>Handouts are provided to the direct services staff and to parent/caregivers taht can be easily displayed in their programs or homes as well as take-home recipes.</p> <p>Interactive healthy food demonstartion is provided during the workshops that incorporate three (3) or more food groups based on the USDA current standards.</p>	<p>Program Coordinator/Site Coordinator and direct service staff</p>	<p>Once a Year</p>
<p>Passenger Safety Education Training (Injury Free)</p>	<p>This two-hour training focuses primarily on restraint and passenger safety, these trainings and materials are offered to community providers to increase their capacity in passenger safety (appropriate use of car seats and booster seats, safe transport of children in motor vehicles, the importance of a safe ride for every moving vehicle, and how to implement new parent awareness/safe pick up and drop off policies).</p>	<p>Direct service staff</p>	<p>Once per funding cycle; upon hire</p>
<p>Playbooks Reader's Theater (EBP - Playbooks, Inc.)</p>	<p>Webinars for learning how to implement a variety of Reader's Theater materials and for implementing academic reading activities that meet reading and literacy requirements. Providers access Subscription service for Training Certificates.</p>	<p>Staff who delivers reading activities</p>	<p>Once per funding cycle; upon hire</p>
<p>SPARK - After School (EBP - YMCA)</p>	<p>The focus of SPARK AS workshops is to prepare youth leaders and physical activity specialists to instruct effective movement sessions for individuals, pairs, small and large groups. Certified SPARK Trainer provides 8 six-hour Standard workshops and and additional 4 Level Two workshops that result in certification by SPARK.</p>	<p>Staff who delivers fitness activities using SPARK curriculum</p>	<p>Once per funding cycle; upon hire</p>

<p>Supplemental Trainings (ACT)</p>	<p>Additional trainings are available throughout the year:</p> <p>COUNT ME IN: TEACHING CHILDREN TO EMBRACE DIVERSITY - Teaches staff, through the use of hands-on activities, how to build disability awareness and encourage children to appreciate differences.</p> <p>INTRODUCTION TO SUCCESSFUL INCLUSION OF CHILDREN WITH AUTISM SPECTRUM DISORDERS (ASD) - Participants are introduced to the conditions comprising Autism Spectrum Disorders, and to practical strategies for providing supports. Topics include using visual support strategies to help children and youth meet behavioral expectations, recognizing and accommodating sensory sensitivities, fostering social competence, addressing bullying, and ensuring a safe environment.</p> <p>LET'S PLAY TOGETHER: PRACTICAL SOLUTIONS FOR ADAPTING RECREATIONAL ACTIVITIES - Provides participants a hands-on experience learning to adapt indoor and outdoor activities for children and youth with disabilities. Each participant is assigned a specific disability to simulate, and by working together with team members, is challenged to devise accommodations and adaptations that make it possible for everyone to participate.</p> <p>STRUCTURE FOR SUCCESS - Provides participants with a toolbox of preventative strategies for working with teens with and without disabilities who are experiencing behavioral challenges. Incorporate the seven needs that teens exhibit (attention-seeking, avoiding failure, expressing anger, boredom, etc.) and methods of meeting their needs through positive, preventative approaches.</p>	<p>Program Coordinator/Site Coordinator and direct service staff</p>	<p>Once per funding cycle</p>
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