

Washington State Child Care Basic  
Presented by Pillars of Excellence LLC  
Outline – Module One

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## Overview Module One Professional Development

This module takes a broad look at the nationally recognized standards of professional practice found in the National Association for the Education of Young Children (NAEYC) Code of Ethics, and will also learn how program's policies and procedures demonstrate the implementation of the state's expectations written in the Washington Administrative Codes (WACs).

### Student Outcomes:

- ✓ The student will summarize the fundamentals of professional behavior and on-going growth.
- ✓ The student will relate program policies to specific Washington licensing rules and laws.
- ✓ The student will identify what, where and how records are kept.

### Required Reading:

Child Care Center Licensing Guidebook (2nd ed., DEL 2006)

Washington State Family Home Child Care Licensing Guide {2<sup>nd</sup> ed. DEL, 2013}

FOUNDATIONAL QUALITY STANDARDS FOR EARLY LEARNING PROGRAMS, formerly: Chapter 170-300 WAC) updated 11/6/19

1. What initial and ongoing State Training and Registry System [STARS] training is required for childcare staff?
2. What continuing State Training and Registry System training is required for child care staff?
3. What kind of meetings or on-going training must I provide my staff?
4. Washington State Family Home Child Care Licensing Guide {2<sup>nd</sup> ed. DEL,, 2013}
5. What gives authority to the Department of Early Learning to license child care and charge licensing fees?
6. Who needs to become licensed?
7. What information must be kept in the child's individual file?
8. Am I required to keep licensing information available on-site for parents to review?
9. What personnel records and policies must I have/
10. What am I required to post in the center?
11. All pages Recordkeeping, Reporting, Posting and Policies
12. Planning for your ongoing professional development
13. Professional code of ethical conduct

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**Course Outline:**

1. What is professionalism
2. Professionalism
3. Code of Ethics
4. NAEYC Code of Ethics
  - a. Ethical Dilemmas
5. Professional Expectations
6. Your Partners and Colleagues
  - a. Positive Relationships: What does it look like in practice?
7. Unmet Expectations
  - a. Professional or Unprofessional
8. Professional development of the workforce
  - a. Early Learning Professional Self-Assessment
  - b. Action Improvement plan
9. Washington Licensing rules and laws
  - a. WAC Hunt
  - b. Right or Wrong WAC
10. . What, where and how records are kept.
  - i. Does this require confidentiality
11. Written goals
12. Module One Test your Knowledge