



## CDA Training Curriculum

The following core classes provide 80 hours of training covering 10 hours in each of the 8 subject areas. Some training subject areas overlap, e.g. Program management techniques and material may be promoted in a class in maintaining a safe environment, etc. For this reason the hours listed for the classes in each area do not always add up to exactly ten hours.

<p><b>Introduction</b>            CDA and You!            CDA Introduction            CDA: Site Specific Material</p> <p><b>A Safe Healthy Learning Environment</b>            Keeping Children Safe            A Healthy Environment            Germs and Cleanliness            Healthy Eating for Children            Creative Learning Environments            CDA - Child Abuse</p> <p><b>Physical and Intellectual Development</b>            Physical Development            Cognitive Development            Promoting Children's Communication            Creative Development</p> <p><b>Social and Emotional Development</b>            Egocentric: Self-worth, Individuality            Sense of Security            Self-help Skills            Circle of Security            Feelings: Self-Awareness, Control            Group Acceptance            Prosocial Behavior: Pathways to Competence            Introducing Children to Daycare            Setting Limits            Temperaments</p>	<p><b>Relationships with Families</b>            Partnering with Families            CDA - Dealing with Confrontation            CDA - Parents are People Too!</p> <p><b>Program Management</b>            Program Management</p> <p><b>Professionalism</b>            CDA - Communication Basics            Becoming a Professional            Being a Professional            Growing as a Professional</p> <p><b>Observation and Assessment</b>            Observing Young Children            Observation Methods            Linking Assessments to Lesson Planning            Observation Practicum</p> <p><b>Child Growth and Development</b>            Development of the Brain            Infant: Physical Development            Infant: Emotional/Cognitive Development            Toddler: Physical Development            Toddler: Emotional/Cognitive Development            Preschooler: Physical Development            Preschooler: Emotional/Cognitive Development            School Age: Child Development            Child Development Theory</p>
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The additional 40 hours required may be selected from any of our other classes not covered in the CDA Core. They are listed in the following table according to general category. You may select any of the classes that are of interest to you to complete your 120 hours.

**Administration**

Budgeting 101  
Budgeting 102  
Financial Analysis  
Financial Basics  
Hiring Techniques  
Managing Stress  
Marketing for Results, Part 1  
Marketing for Results, Part 2  
Marketing Your Child Care  
Personnel Policy  
Staff Meetings  
Staff Orientation  
The Director 1  
The Director 2  
The Director 3  
The Director 4  
Time Management  
Workplace Burnout

**Child Growth & Development**

Coping with a Crying Baby  
Fetal Alcohol Syndrome (FAS)

**Child Guidance**

Basic Behavior Management I \*  
Basic Behavior Management II \*  
Basic Behavior Management III \*  
Bullying Basics  
Bullying Prevention, Part 1  
Bullying Prevention, Part 2  
Skills for Everyday Living - 1  
Skills for Everyday Living - 2  
Writing Good Rule Lists

**Communications**

Introduction to Signing  
Sign Language with Infants  
Sign Language with Preschoolers  
Sign Language with Toddlers  
Write Like a Pro

**Cultural and Individual Diversity**

Cultural Diversity Introduction  
Multi-cultural Activities and Holidays  
Special Needs Children

**Curriculum Development**

Arts & Crafts Basics/Safety  
Basic Curriculum I\*  
Basic Curriculum II \*  
Basic Curriculum III \*  
Basic Curriculum IV \*

Holiday Arts and Crafts #1  
Holiday Arts and Crafts #2  
Holiday Arts and Crafts #3  
Environmental Design  
Designing Centers #1  
Designing Centers #2  
Designing Centers #3  
Lunchtime is Learning Time  
Teaching with Color

**Health**

Basic Medication Management \*  
Bloodborne Pathogens  
Bone Health  
Childhood Rash  
Common Illnesses: What to Do!  
Exercises: Inside and Out  
Giving Medicines to Children  
Headlice  
Preschool Fitness 0 - Intro  
Preschool Fitness 1 - Basics  
Preschool Fitness 2 - Warm-up  
Preschool Fitness 3 - Sports Skills  
Preschool Fitness 4 - Aerobics  
Preschool Fitness 5 - Strength  
Preschool Fitness 6 - Cooldown  
Preschool Fitness 7 - Relaxation  
Preschool Fitness 8 - Education  
Preschool Fitness 9 - Behavior Management  
Shaken Baby Syndrome  
SIDS

**Nutrition**

Feeding Children  
General Nutrition  
Special Dietary Needs

**Observation and Assessment**

Basic Observation & Assessment \*  
Observation, Assessment and Respect

**Professionalism**

Dealing With Difficult People  
Risk Management 101  
Working With Humor

**Safety**

Automated External Defibrillators  
Back Care  
Disaster Preparedness  
Disasters: Large and Small  
Playground Safety