



School-Age Child Care Endorsement Program



School-Age Child Care Endorsement Program (SAEP)

In recognition of the increased need for more structured school-age professional development options, VDSS has established the School-Age Child Care Endorsement Program (SAEP). This program is designed to provide a comprehensive foundation of knowledge for working with school-age children 5 to 12 years old. The SAEP is a collaboration between the VDSS, the Virginia Community College System (VCCS), and the Community College Workforce Alliance (CCWA).

The VDSS School-Age Child Care Endorsement Program can be valuable as:

- ✓ Entry-level credential for employment in the field of school-age child care
- ✓ Demonstration of basic knowledge in working with children ages 5-12
- ✓ Supplement to a child-related degree or credential that does not include instruction on working with school-age children in a childcare setting
- ✓ Supplement to a degree or credential outside the field of school-age child care

Additionally, successful completion of courses for the Endorsement can fulfill professional development options for teaching licensure renewal requirements and annual licensing requirements.

School-Age Child Care Endorsement

The School-Age Child Care Endorsement requires successful completion of the following 12 classroom-based or online courses. The courses can be taken in any sequence.

- ❖ Ages and Stages of Development for School-Age Children 5 to 8
- ❖ Ages and Stages of Development for School-Age Children 9 to 12
- ❖ Child Abuse and Neglect: Recognition and Reporting for School-Age Children
- ❖ Clubs and Special Interest Groups for School-Age Children
- ❖ Creating Appropriate Learning Environments in School-Age Child Care
- ❖ Guiding the Behaviors of School-Age Children
- ❖ Health Screening for Child Care Professionals
- ❖ Homework, Holiday and Summer Activities for School-Age Children
- ❖ Observation and Recording of School-Age Children
- ❖ Partnerships with Parents of School-Age Children
- ❖ Planning Appropriate Activities for School-Age Children
- ❖ Preventing Injuries in the School-Age Environment

To achieve the School-Age Child Care Endorsement:

1. **Register** to take component courses (see list above)
To register go to: www.ccwa.vccs.edu (click on VDSS Child Care Training) or contact the Community College Workforce Alliance at (804) 523-2298 or VDSSclasses@ccwa.vccs.edu.
2. **Complete** all required courses
3. **Complete** course assessments within 4 to 6 weeks of completing the online course
 - Part I is online, through CCWA, and is multiple choice/true-false. Participants must receive a **passing score of 70% or higher on all courses.**
 - Part II is an independent study demonstrating application of content in a classroom setting
4. **Submit** the following materials to CCAVA:
 - ✓ Letter grade for Part I (a print out of your score, that includes your name clearly stated)
 - ✓ Completed written assessment for Part II (for grading)
 - ✓ School-Age Child Care Endorsement Application Form
 - ✓ \$10.00 processing fee for **each** course submitted for grading, **check or money order payable to CCAVA, or through [PAYPAL](#)**. Fees due with forms and assessment materials.

Make a copy of ALL materials for your own records BEFORE submitting to CCAVA

- ✓ **Mail all materials to:**

**CCAFA - Endorsement Program
804 Moorefield Park Drive, Suite 101
Richmond, VA 23236**

For additional information, contact Jodi Roberts at 804.285.0846, or email jodir@va.childcareaware.org.



School-Age Child Care Endorsement Program APPLICATION FORM



Please type or print clearly

Full Name _____
First Middle Last

Home Address _____

Day Phone _____ Evening Phone _____
City State Zip Code

Personal E-mail Address _____

Employer _____

Employer Address _____

City State Zip Code

VDSS Sponsored Courses (Indicate courses completed; check all that apply.)

There is a \$10.00 processing fee for EACH completed course.

- Ages and Stages of Development for School-Age Children 5-8
- Ages and Stages of Development for School-Age Children 9-12
- Child Abuse and Neglect: Recognition and Reporting for School-Age Children
- Clubs and Special Interest Groups for School-Age Children
- Creating Appropriate Learning Environments in School Age Child Care
- Guiding the Behaviors of School Age Children

- Health Screening for Child Care Professionals
- Homework, Holiday and Summer Activities for School Age Children
- Observation and Recording of School-Age Children
- Partnerships with Parents of School-Age Children
- Planning Appropriate Activities for School-Age Children
- Preventing Injuries in the School-Age Environment

Please indicate which materials are included (check all that apply) and mail with application to:

- \$10.00 processing fee for EACH completed course (check or money order): **payable to CCAVA OR**
\$10.00 x _____ (# of courses) = _____ Enclosed
- PAYPAL OPTION:** I have submitted payment through PAYPAL (va.childcareaware.org/endorsement-program/)
- Completed assignments and printout of letter grade for all courses checked above

CCAVA - Endorsement Program
804 Moorefield Park Drive, Suite 101
Richmond, VA 23236

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