

From: **Edwina Williams** <edwina.williams@dss.virginia.gov>  
Date: Wed, May 9, 2018 at 10:52 AM  
Subject: CLO Spring Provider Meeting Announcement  
To: DSS\_LICENSING@listserv.cov.virginia.gov

The attached file is being sent to child day centers, family day homes, religiously exempt child day centers and certified preschools in the Central Region from the Virginia Department of Social Services Email Distribution Service.

**\*\*\*Please do not reply to this email.\*\*\***

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# Spring Provider 2018 Training



## EMERGENCY PLANNING IN CHILD CARE SETTINGS

The Central Licensing Office will be offering training for Child Day Centers and Family Day Homes, Religious Exempt Centers and Certified Preschools on **May 31, 2018 and June 2, 2018**. The training will offer strategies to respond to emergencies in a care setting, information on who can help you with your planning efforts, and templates and resources for your program. Don't miss out on this valuable training facilitated by **Anna McRay, Deputy Coordinator of Emergency Management with Henrico County Division of Fire.**

If you plan to attend, please respond no later than **May 24, 2018.**

### **REGISTRATION IS REQUIRED**

Please indicate which session you plan to attend:

- Thursday, May 31, 2018**      **9:30 am - 12:30 pm**
- Thursday, May 31, 2018**      **1:00 pm - 4:00 pm**
- Saturday, June 2, 2018**      **9:30 – 12:30 pm**

**Participants will receive 3 hours of training credit. Hours of attendance will be reduced for late arrivals or early departures. Please note that we love children, and children are our business, but training is not an appropriate setting for a child. Please make alternate arrangements for childcare. There is no fee for the training, but we do ask that you limit your registration to no more than (2) two staff per facility.**

### **PLEASE PRINT YOUR INFORMATION IN THE BOXES BELOW**

<b><u>NAME OF ATTENDEE:</u></b>	
<b><u>NAME OF ATTENDEE:</u></b>	
<b><u>FACILITY NAME &amp; COUNTY:</u></b>	
<b><u>FACILITY PHONE #:</u></b>	
<b><u>LICENSING INSPECTOR OR PROGRAM TECHNICIAN:</u></b>	

### **PLEASE CHOOSE ONLY ONE METHOD OF REGISTRATION.**

**Mail to:** Department of Social Services  
Division of Licensing – Children’s Programs  
1604 Santa Rosa Road, Suite 130  
Richmond, VA 23229

**Fax to:** (804) 819-7114

**Email:** Contact your licensing inspector or program technician by email

**The training will be held at:** Department of Social Services, Central Regional Office  
1604 Santa Rosa Road  
2<sup>nd</sup> Floor, Henrico Room  
Henrico, Virginia 23229  
(804) 662-9743