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: [http://ccwatraining.org/childcare/](http://ccwatraining.org/childcare/)
     (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:
     
     CCAVA - Endorsement Program
     804 Moorefield Park Drive, Suite 101
     Richmond, VA  23236

For additional information, contact the Professional Development Team at 804.285.0846, or email PDteam@va.childcareaware.org.
School-Age Child Care Endorsement Program APPLICATION FORM

Please type or print clearly

Full Name ____________________________________________________________
First                        Middle                        Last

Home Address __________________________________________________________
________________________________________________________________________
City   State   Zip Code

Day Phone ____________________________ Evening Phone ____________________________

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

$10.00 x _____________ (# of courses) = _________________ Enclosed

☐ I have received a scholarship from _____________________________

☐ PAYPAL OPTION: I have submitted payment through PAYPAL (include a copy of your receipt)
http://va.childcareaware.org/child-care-providers/professional-development/endorsement-program/

☐ Completed assignments and printout of letter grade for all courses checked above (OPTION 1)

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

For additional information, contact the Professional Development Team at 804.285.0846, or email PDteam@va.childcareaware.org.