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Sent: Friday, September 23, 2011 8:38 AM

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Cc: Varano, Joe; Reardon, Kristi; Pendray, Kari

Subject: Parent-Community Volunteer Training

Follow Up Flag: Follow up Flag Status: Completed

Attachments: Clarification Child Abuse and Neglect training.doc; Parent-Community Volunteer

statement.pdf; Spanish Parent-Community Volunteer statement.pdf

Good morning,

As many of you may recall from last spring, the County realized during our Self-Assessment process that we had not been requiring volunteers to view the CPS Mandated Reporter Video prior to volunteering in the program, as detailed in our ECEAP Contract. We clarified this expectation with the Department of Early Learning, and learned that the parents and community volunteers must receive training on child abuse and neglect, but are not required to view the video. We added this as an enhancement in your 2011-2012 Contract Requirements. Attached here are three documents to use as you implement this new requirement:

- 1. The clarification regarding volunteer training on the prevention of child abuse and neglect what must be included in the training, the timing of the training (<u>PRIOR</u> to volunteering in the classroom) and how sites must document that the training has occurred.
- 2. Parent-Community Volunteer Statement in English
- 3. Parent-Community Volunteer Statement in Spanish

All of these documents have been reviewed and approved by the Department of Early Learning to ensure that providing the training without asking volunteers to view the video would meet DEL requirements. Please Note: Sites must maintain a copy of each signed volunteer statement, AND a copy must be sent to the County to be maintained in a file here; send the copies to the attention of your County Coordinator.

Please feel free to call your County Coordinator if you have any questions. Thank you for helping us attend to this important requirement!

Beth

Beth Mizell, M.S.

Education and Family Coordinator