



TEACHER'S LOUNGE

• EARLY CHILDHOOD EDUCATION •

COURSE CATALOG



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ASSISTANT

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Welcome to Early Education

100

V	P	W	D
✓	✓	✓	

DESCRIPTION

This course covers the workings of group child care centers, their roles, and how to be engaged assistants.

KEY LEARNING OUTCOMES

- Acquire comprehensive knowledge of center operations.
- Understand the various key roles within the center.
- Clearly define and comprehend your specific role.
- Recognize the importance of adherence to policies

What are Ratios in Early Education?

101

V	P	W	D
✓	✓	✓	

DESCRIPTION

This course teaches the definition and significance of ratios in child care settings, along with guidelines and strategies for maintaining appropriate ratios.

KEY LEARNING OUTCOMES

- Define and understand the concept of ratios.
- Recognize your role in maintaining ratios.
- Learn how to support the center in adhering to ratio guidelines.
- Appreciate the significance of ratios for students and families

Daily Schedule

102

V	P	W	D
✓	✓	✓	

DESCRIPTION

This course teaches assistants the skills to create impactful daily schedules, understanding their importance for child development and classroom management.

KEY LEARNING OUTCOMES

- Understand the structure and purpose of a classroom daily schedule.
- Identify and comprehend the events included in the daily schedule.
- Define your role in executing the daily schedule.
- Appreciate the importance of a structured schedule for effective classroom management.

Active Teaching

103

V	P	W	D
✓	✓	✓	✓

DESCRIPTION

This course teaches assistants practical strategies for engaging young learners through hands-on activities and varied instructional methods, fostering a positive classroom culture.

KEY LEARNING OUTCOMES

- Learn practical strategies to actively engage in the classroom.
- Understand the benefits of active engagement for student development.
- Develop skills to foster an engaging and interactive classroom environment.

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Professionalism in Early Education

104

V	P	W	D
✓	✓	✓	

DESCRIPTION

This course teaches new assistants essential professionalism skills, covering topics like attitude, ethical behavior, communication, and maintaining boundaries in relationships and social media.

KEY LEARNING OUTCOMES

- Develop and adhere to ethical standards in early education.
- Cultivate positive professional relationships.
- Learn to establish and maintain appropriate boundaries.
- Enhance problem-solving abilities.
- Embrace and contribute to the professional culture of early education.

High Quality in Early Childhood Education

105

V	P	W	D
	✓		

DESCRIPTION

This podcast provides a comprehensive exploration of high-quality early education, focusing on its impact on children's development. Participants will gain a thorough understanding of the key elements and benefits of high-quality early education, as well as practical strategies for implementation.

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Social Emotional Support in the PS/PK Classroom

200

V	P	W	D
✓	✓	✓	

DESCRIPTION

This course for preschool teachers teaches effective strategies to foster social-emotional development, emphasizing its impact on children's well-being, academic success, and future relationships.

KEY LEARNING OUTCOMES

- Implement strategies and techniques to support students' emotional well-being.
- Employ effective communication techniques with young children.
- Utilize tools to help children manage their emotions.

Transitions in Early Education Classrooms

201

V	P	W	D
✓	✓	✓	

DESCRIPTION

This course is designed to aid teachers in managing transitions between activities. The information in this course provides strategies for creating a positive and engaging learning environment for young children, addressing common challenges and making transitions smoother and more enjoyable.

KEY LEARNING OUTCOMES

- Understand the nature and importance of transitions in the classroom.
- Identify common challenges associated with transitions.
- Apply techniques to improve and streamline transitions.

Infant Milestones

202

V	P	W	D
✓	✓	✓	

DESCRIPTION

This course helps teachers gain insight into supporting infant developmental milestones and practical strategies for promoting healthy growth, covering typical milestones, developmental factors, and age-appropriate activities.

KEY LEARNING OUTCOMES

- Understand typical developmental milestones for infants across various age groups.
- Identify factors influencing infant development.
- Implement age-appropriate strategies and activities to support healthy growth and development.

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7 Steps to Increase Professionalism

203

V	P	W	D
✓	✓	✓	

DESCRIPTION

This course helps teachers learn the 7 Essential Practices for Professionalism in Early Education. It focuses on respect, trust, collaboration, leadership, professional development, communication, and self-reflection to prepare them for lead classroom roles.

KEY LEARNING OUTCOMES

- Acquire strategies for earning respect, building trust, and fostering collaboration.
- Develop skills in leadership, professional growth, communication, and self-reflection.
- Enhance professionalism to prepare for future roles as lead classroom teachers.

Tips for Everyday Situations

204

V	P	W	D
	✓		

DESCRIPTION

This course provides teachers with strategies to effectively navigate common situations in early education classrooms, offering practical tips for addressing challenges, even without formal training.

Product vs Process Art

205

V	P	W	D
✓	✓		

DESCRIPTION

This course provides teachers with insights into both product-focused and process-focused art, teaching them to combine these approaches to craft engaging art experiences tailored to young learners. Participants will gain understanding of the characteristics, advantages, and developmental considerations of each approach.

KEY LEARNING OUTCOMES

- Understand the concepts of product-focused and process-focused art.
- Identify the characteristics, advantages, and developmental considerations of each approach.
- Develop skills to integrate both methodologies into art instruction for young learners.

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Schedule Breakdown

300

V	P	W	D
✓			✓

DESCRIPTION

This course emphasizes the significance of using this classroom staff management tool in childcare classrooms. The schedule breakdown provides teachers with structure and guidance for understanding their daily responsibilities. Learn how to structure daily responsibilities effectively, fostering confidence and teamwork among staff.

KEY LEARNING OUTCOMES

- Master the use of scheduling tools to plan daily activities for classroom teachers.
- Gain confidence in understanding and fulfilling daily responsibilities as a teacher.
- Develop teamwork skills to collaborate effectively with childcare staff, enhancing classroom productivity.

Infant Milestone Implementation

301

V	P	W	D
✓		✓	

DESCRIPTION

This course will lead teachers through guidelines and activities designed to enrich the curriculum and aid each child's developmental milestones. It places particular emphasis on addressing communication challenges within infant classrooms.

KEY LEARNING OUTCOMES

- Enhance the curriculum to support children's developmental milestones.
- Guide co-teachers and aides in curriculum implementation.
- Address communication challenges in infant classrooms.

Toddler Activities

302

V	P	W	D
	✓		

DESCRIPTION

This course will equip teachers with effective strategies to create toddler transition toolboxes, enabling them to effectively manage challenges and cultivate a nurturing and positive learning atmosphere for their students.

KEY LEARNING OUTCOMES

- Explore effective strategies for managing transitions in various settings.
- Learn techniques such as establishing consistent routines, using clear cues, and providing positive reinforcement.
- Understand the importance of flexibility, modeling, and fostering autonomy in facilitating smooth transitions.

Transition Case Study

303

V	P	W	D
	✓		

DESCRIPTION

This course introduces teachers to strategies for managing transitions, emphasizing consistent routines, clear cues, positive reinforcement, flexibility, modeling, and fostering autonomy.

KEY LEARNING OUTCOMES

- Explore effective strategies for managing transitions in various settings.
- Learn techniques such as establishing consistent routines, using clear cues, and providing positive reinforcement.
- Understand the importance of flexibility, modeling, and fostering autonomy in facilitating smooth transitions.

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Making Extra Time in Transitions Easier

304

V	P	W	D
	✓		✓

DESCRIPTION

This course will uncover innovative activities to engage students during unexpected 'wait times' in classrooms, enhancing purposeful planning and creating opportunities for learning and fun.

KEY LEARNING OUTCOMES

- Explore the concept of unexpected waiting times in the classroom.
- Access a resource packed with innovative activities.
- Discover ways to keep students engaged, improve planning, and create an active learning atmosphere.

Student Observations

305

V	P	W	D
✓		✓	

DESCRIPTION

This course will focus on effective student observations, documentation, regulatory requirements, and creating inclusive environments to personalize learning experiences and enhance educational journeys.

KEY LEARNING OUTCOMES

- Learn to observe students effectively.
- Document behaviors and achievements for personalized learning.
- Gain skills to enhance educational journeys.

Making the Best Use of Plan Time

306

V	P	W	D
	✓		

DESCRIPTION

This podcast provides practical tips and strategies for educators to maximize their planning time effectively. The trainer, a fellow educator, addresses the challenges teachers face in managing multiple responsibilities and offers actionable steps to overcome common pitfalls and unlock the full potential of planning time.

Teacher-Student Interactions

307

V	P	W	D
	✓		

DESCRIPTION

This podcast highlights the importance of active engagement and intentional interactions with children throughout the day. Participants will learn to infuse interactions seamlessly into daily practices, establishing meaningful connections and tailoring instruction to individual needs.

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Creating Calm Down Spots in Early Education Classrooms

308

V	P	W	D
	✓		

DESCRIPTION

In this podcast, we'll unveil the profound significance of the calm down spot in Early Childhood Education classrooms. Through the lens of mindfulness and self-regulation, we'll examine how these tranquil havens empower children to pause, reflect, and employ strategies that effectively manage their emotions.

Creating a Nurturing and Responsive Environment

309

V	P	W	D
	✓		

DESCRIPTION

This podcast delves into the pivotal role of effective communication in Early Childhood Education, emphasizing how educators influence infants' language absorption, cognitive growth, and emotional development. This podcast introduces resources that aid classrooms in understanding infants' non-verbal cues, highlighting skilled educators' ability to create trusting environments where infants feel genuinely heard.

Tuning into Growth: Exploring the Benefits of Music for Young Learners

310

V	P	W	D
	✓		

DESCRIPTION

This podcast discovers practical tips for incorporating music into the curriculum, enhancing cognitive development, language skills, social interaction, and more. It creates a calming environment. Join us as we uncover the transformative benefits of bringing music to our little learners!

Social Emotional Development for Infants and Toddlers

314

V	P	W	D
✓	✓	✓	✓

DESCRIPTION

This course provides a comprehensive guide to understanding and supporting the social-emotional development of infants and toddlers. Through four in-depth modules, educators will gain the knowledge and tools needed to create nurturing environments that foster emotional well-being and resilience. The course includes practical strategies, reflective practices, and actionable techniques to enhance professional practice and support young children's growth.

KEY LEARNING OUTCOMES

- Understand the key components of social-emotional development in infants and toddlers.
- Implement effective strategies to create supportive and nurturing environments.
- Utilize practical exercises and reflection prompts to enhance professional practice.
- Track and observe social-emotional milestones with a comprehensive checklist.
- Foster strong, supportive relationships with each child through targeted evaluations.
- Design and implement cooperative play activities that promote social skills.
- Engage in regular reflective practice to continuously improve teaching methods and classroom management.

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Potty Training Course

315

V	P	W	D
✓	✓		✓

DESCRIPTION

This course helps teachers learn how to set up and use effective potty-training policies. It focuses on working with parents and making potty training a part of everyday activities in the classroom.

KEY LEARNING OUTCOMES

- Develop and implement effective potty-training policies.
- Collaborate with parents and create a supportive environment.
- Equip educators with strategies to integrate potty training into daily routines.

Creating a Sensory-Rich Classroom

316

V	P	W	D
✓	✓		✓

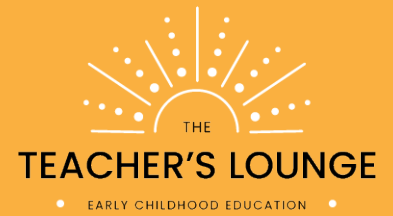
DESCRIPTION

This course teaches educators how to create sensory-rich classrooms that improve learning, focus, and emotional regulation. It covers setting up sensory stations, understanding children's sensory needs, involving parents, and building an inclusive classroom environment.

KEY LEARNING OUTCOMES

- Design and implement sensory-rich environments.
- Integrate sensory strategies to promote positive behavior and emotional regulation.
- Support cognitive, social, and emotional development through sensory experiences.

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Get It Done - Time Management

400

V	P	W	D
✓			✓

DESCRIPTION

This course offers a streamlined process for managing administrative duties effectively. From creating comprehensive task lists to planning and executing tasks throughout the year, teachers will learn to stay organized and ensure timely completion of paperwork, avoiding backlog and enhancing productivity.

KEY LEARNING OUTCOMES

- Learn a streamlined process for managing administrative duties.
- Create comprehensive task lists and plan them effectively.
- Stay organized and ensure timely completion of paperwork.

Observing and Supporting Teachers

401

V	P	W	D
✓	✓	✓	

DESCRIPTION

This course enhances skills in supporting teachers' professional growth through effective observations, goal-setting, and fostering a supportive environment. Participants will learn practical strategies for conducting observations and building strong teaching teams, emphasizing a commitment to excellence in early childhood education.

KEY LEARNING OUTCOMES

- Learn practical strategies for conducting effective teacher observations.
- Understand the role of the assistant director in building strong teaching teams.
- Emphasize clear goal-setting, maintaining a supportive environment, and fostering a commitment to excellence in early childhood education.

Parent Meetings

402

V	P	W	D
✓	✓	✓	

DESCRIPTION

This course explores the key elements of planning and conducting successful parent meetings in early childhood education settings. Emphasizing effective communication, addressing concerns, and building positive relationships, teachers will learn to promote ongoing success through strong family engagement.

KEY LEARNING OUTCOMES

- Learn to plan and conduct successful parent meetings.
- Explore effective communication strategies for addressing concerns.
- Equip participants with tools to promote open communication, build trust, and support the success of the early education program.

How to Master Performance Reviews

403

V	P	W	D
✓	✓	✓	

DESCRIPTION

This course provides strategic techniques for conducting impactful performance reviews. By focusing on preparation, goal-setting, and utilizing observation data, teachers will contribute to the success of teaching teams and educational programs through effective performance evaluation and feedback.

KEY LEARNING OUTCOMES

- Learn strategic techniques for conducting impactful performance reviews.
- Focus on preparation, goal-setting, and utilizing observation tools.
- Contribute to the success of teaching teams and educational programs.

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Giving Effective Feedback: Empowering Growth and Development

404

V	P	W	D
	✓		

DESCRIPTION

This podcast explores the art of providing feedback that inspires and uplifts. In this podcast, we will focus on strategies to give feedback that fosters growth, recognizes strengths, and cultivates a positive work environment. It delves into principles, techniques, and creating a feedback-driven culture for ongoing development.

The Power of Appreciation

405

V	P	W	D
	✓		

DESCRIPTION

This podcast explores the importance of recognizing and praising the teaching team for assistant directors in early childhood education. The podcast emphasizes the positive impact of appreciation on morale, employee engagement, and job satisfaction.

Boost Joy with Your Team

406

V	P	W	D
	✓		

DESCRIPTION

This podcast focuses on directors and assistant directors in early childhood education. The hosts emphasize the importance of creating a positive and supportive atmosphere where educators' hard work and enthusiasm are celebrated throughout the year.

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CLASSROOM MANAGEMENT

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Classroom Management

500

V	P	W	D
✓	✓	✓	✓

DESCRIPTION

Classroom Management is a comprehensive 9-module course empowering lead teachers with effective implementation and emphasizing the critical role of co-teachers for optimal outcomes. Together, they foster a safe, organized, and vibrant learning environment, supported by a robust management plan. With included resources like a classroom management planner and calendar, this course is easy to implement and customize for every classroom's needs, ensuring every student thrives in their educational journey.

KEY LEARNING OUTCOMES

- Learn effective strategies for consistent classroom management in childcare centers.
- Understand how to implement these strategies successfully.
- Create a positive learning environment for children's growth and development.

Implementation & Consistency

501

V	P	W	D
✓	✓	✓	✓

DESCRIPTION

In this course, teachers will learn to build and use effective classroom management plans for early education. They'll gain practical strategies for maintaining order and creating a positive learning environment.

KEY LEARNING OUTCOMES

- Utilize the classroom management planner for better organization.
- Establish a safe and inclusive learning space for all.
- Improve classroom management techniques.

Vision

502

V	P	W	D
✓	✓	✓	✓

DESCRIPTION

In this course, teachers will learn to create a motivating statement that promotes collaboration and sets the stage for a successful learning environment.

KEY LEARNING OUTCOMES

- Understand the importance of establishing a classroom vision.
- Recognize the impact of a shared vision on students' learning journeys.
- Strengthen teaching practices with a shared vision.

Health & Safety

503

V	P	W	D
✓	✓	✓	

DESCRIPTION

This course covers essential skills for teachers to maintain a safe learning environment, focusing on effective classroom management and health and safety protocols. By adhering to best practices and fostering collaboration, teachers play a crucial role in upholding standards and ensuring the well-being of students and staff alike.

KEY LEARNING OUTCOMES

- Learn and implement important health and safety protocols.
- Ensure the safety and security of children by following established rules.
- Create a learning environment conducive to growth and development.

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CLASSROOM MANAGEMENT

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Classroom Environment

504

V	P	W	D
✓	✓	✓	✓

DESCRIPTION

This course teaches teachers how to design stimulating spaces, prioritize safety and well-being, and foster independence and positive relationships. These elements set the stage for optimal learning and growth in your classroom.

KEY LEARNING OUTCOMES

- Design a classroom environment that fosters positive relationships.
- Create a welcoming and inclusive space that promotes trust and respect.
- Build strong relationships that support and value everyone in the classroom.

Classroom Rules

505

V	P	W	D
✓	✓	✓	✓

DESCRIPTION

This course helps teachers create a positive learning environment with structure, routines, and clear expectations. It explores collaborative rule-setting and practical techniques for maintaining a safe, respectful, and productive classroom.

KEY LEARNING OUTCOMES

- Implement good classroom management practices to make learning enjoyable.
- Establish structure and rules to make students feel safe and ready to learn.
- Set clear expectations that help students succeed academically and socially.

Classroom Roles & Responsibilities

506

V	P	W	D
✓	✓	✓	✓

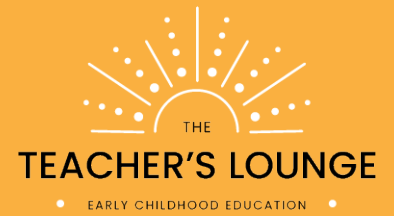
DESCRIPTION

Through this course, teachers will learn the significance of structured classroom management and the pivotal roles of lead teachers, teachers, and assistants in classroom roles and responsibilities. Gain practical skills in assigning responsibilities and clarifying role definitions to foster a cohesive learning environment that supports young learners' holistic development and success.

KEY LEARNING OUTCOMES

- Understand the importance of clearly defined roles in the classroom.
- Learn the roles of lead teachers, teachers, and assistants.
- Gain skills to manage responsibilities and adapt to changes.

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CLASSROOM MANAGEMENT

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Classroom Administration

507

V	P	W	D
✓	✓	✓	

DESCRIPTION

This course guides teachers in streamlining paperwork and policies in the Administrative section of our Classroom Management Planner course. It ensures easy access and organization in your teaching role. You'll master time management by integrating calendars and memos into your Classroom Management Calendar, a crucial step for a successful classroom management plan.

KEY LEARNING OUTCOMES

- Learn the importance of clear roles for successful classroom management.
- Understand the roles of lead teachers, teachers, and assistants.
- Develop skills in assigning responsibilities and adapting to changes.

Fun & Celebration

508

V	P	W	D
✓	✓	✓	

DESCRIPTION

This course explores the importance of celebrations in child care centers. Teachers will learn creative ways to incorporate fun into daily routines for both teachers and children. Join us to discover how to create a positive and engaging environment that enriches the learning journey with moments of joy and surprise.

KEY LEARNING OUTCOMES

- Understand how fun and celebrations contribute to a positive classroom environment.
- Learn to celebrate special occasions to foster joy and social connections.
- Plan surprises to add excitement and reduce stress for teachers and students.