

# Work & Family Consulting, Inc.

Wisconsin's First Choice For  
Quality Early Childhood Training  
& Consulting

Established 1995



Correspondence Courses

Early Childhood Consulting  
Services

## Contact information:

Work & Family Consulting, Inc.  
1950 Paint Horse Trail  
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[www.workandfamilyconsulting.biz](http://www.workandfamilyconsulting.biz)

## Our Services:

- State approved entry level child care courses in correspondence format
- Child care continuing education services
- CDA Advising and support services
- On-site center program consulting
- On-site center business consulting

## Our Mission:

To provide training and consultation services in the field of early childhood education in order to positively impact families and children in the present and future generations.

Name \_\_\_\_\_ Phone \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_  
Zip \_\_\_\_\_ Center \_\_\_\_\_ Phone \_\_\_\_\_

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- METHOD OF PAYMENT**
- Check
  - Money Order
  - Discover
  - VISA
  - MasterCard
  - American Express

\$20 NSF fee for returned checks  
80% refund within 30 days on untouched courses

Card #:  
Expiration Date (mm/yy):  
Signature:

ORDER ONLINE: [www.workandfamilyconsulting.biz](http://www.workandfamilyconsulting.biz)

NEW!!  
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Entry Level* & Continuing Education Correspondence Courses	Hours	Cost	Qty	Total
<b>Cuttin' Up In Class</b> – understand the value of creative art experiences for children, how to facilitate activities, setting up your art center, and activity ideas	5	\$25		
<b>First Friendships</b> – a bird’s-eye view of social development in children. Examine friendships, imaginary friends, aggression & shyness, caring behaviors, etc.	4	\$22		
<b>I'm Paid To Play!</b> – focuses on the value of play for young children, stages of play, and the importance of staff/child interaction during play	2	\$15		
<b>Cooperative Caregiving</b> – professional practices such as having a “winning” attitude, avoiding gossip, understanding expectations of the field, teamwork, etc.	3	\$18		
<b>Food Service Personnel Training</b> – meets the state requirement for food service personnel annual training – sanitation, food handling, preventing illness	4	\$22		
<b>Saying Goodbye</b> – help children jump over the developmental hurdle of separation anxiety – learn ways for children of all ages to say good-bye	2	\$15		
<b>Braggarts &amp; Bullies Aren't Bad Guys</b> – explore possible indicators of children with low self-esteem and an in-depth look at how to build up self-esteem	5	\$25		
<b>Plugging Into Parents</b> - prevent “shocking” situations with parents - ideas for making and keeping great connections with families	3	\$18		
<b>Child Abuse &amp; Neglect</b> – learn WI state laws for reporting, signs of abuse, reporting procedures, confidentiality issues & policies for prevention	2	\$15		
<b>SIDS Risk Reduction Practices</b> – learn research findings on SIDS and the implications for providers – info on sleep environment, prevention, etc.	2	\$15		
<b>Busy, Busy Blocks</b> – rediscover the wonderful opportunities in the block corner using hands-on, theme-related enrichments	4	\$22		
<b>The Quest For The Outdoors</b> – bring your classroom outdoors with loads of fun, theme-related activities	4	\$22		
<b>Learning Is Fun With Infants &amp; Toddlers</b> – ideas for learning activities with infants/toddlers and the teacher’s role during play	2	\$15		
<b>FOR DIRECTORS – Where’s My Teacher?</b> – focuses on the effects of staff turnover on children & staff plus ideas for staff retention	3	\$18		
<b>Children &amp; Media Violence</b> – information on the effects of media violence on young children & what providers can do	2	\$15		
<b>Hitting &amp; Spitting...I'm Quitting!</b> – focuses on specific behaviors such as hitting, spitting, tattling, biting, etc.	2	\$15		
<b>Planning A Perfect Field Trip</b> – get ready for field trip season with helpful hints, ideas & forms plus pre- and post-trip activity planning	3	\$18		
<b>Including All Children</b> - information on ADA, including children with disabilities & making classroom accommodations	3	\$18		
<b>Brainy Babies</b> – basic brain development info and adults’ role in supporting it – activity planning for providers	4	\$22		
<b>Looking At Books For Children</b> – discover how to select books, examine books for quality or bias, and getting children actively involved in stories	5	\$25		
<b>Observing &amp; Recording Children’s Development</b> – an introduction to methods of observation and how to gather info for activity planning	5	\$25		
<b>Digging Into Development</b> - a great review of the basics & the role of the provider plus equipment/activity planning	5	\$25		
<b>FOR DIRECTORS – Developing Dynamite Staff</b> – ways to plan for on-going development of quality staff	4	\$22		
<b>FOR DIRECTORS – Taking the Bite Out of Gossip</b> – valuable tools and info on stopping gossip for good	2	\$15		
<b>* Introduction to the Child Care Profession (required for all center &amp; family child care providers)</b>	45	\$108		
<b>* Skills &amp; Strategies for the Child Care Teacher</b>	45	\$108		
<b>* Fundamentals of Infant &amp; Toddler Care (required for center &amp; family child care providers working with children under the age of 2)</b>	15	\$52		
<b>* School Age Assistant Child Care Worker</b>	15	\$52		
<b>* Child Care Center Director Course</b>	40	\$119		
<b>* Child Care Center Administrator Course</b>	40	\$119		
<b>* Fundamentals of Family Child Care (required for family child care providers)</b>	15	\$57		
			<b>SUBTOTAL</b>	
			<b>DISCOUNT</b>	
			<b>TOTAL</b>	

NEW!!

\* Denotes DHFS approved entry level courses

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