

## Good Beginnings / Responsible Adult Course

### Registration Agreement

Thank you for your interest in registering for the GOOD BEGININGS: Professional Development for Child Care Providers **Level One- Twenty Hour Responsible Adult** Course.

To ensure the best possible experience for you we would like to take this opportunity to go over a few important items before you register for the course.

As a student you must be able to read, understand, write, and speak in English or have an interpreter present. Child care is not available. Please make arrangements prior if you have children requiring care.

A certificate of completion will be provided once you have attended every class as well as completed and handed in all the lesson assignments and journals within the specified time period. All assignments will be marked.

#### **Attendance /Participation Policy**

- You are required to **attend all classes** to receive your certificate at the end of the course.
- However, under detrimental circumstances if you do have to miss a class you will have to make up that one class the next time the course is offered. It is your responsibility to find out when the lessons missed will be offered again and pre-register for that class. The cost of a make-up class is \$35.00.
- **Students cannot miss the first class.** There is no option to make up the first class.
- If you miss **more than one class**, you will be required to repeat the entire course, repay the entire course fee, and attend all classes to receive a certificate of completion no matter the circumstance.

#### **Start and End Times**

- Please arrive on time as each class will begin and end promptly at the specified time.
- Latecomers and early leavers can be disruptive to the entire class. If you arrive to a lesson late or leave early by more than 15 minutes, you will be asked to make up the class the next time it is offered.

This course is offered for **5 sessions**. It will run on the following dates: **Saturdays, September 16, & 23, from 9am to 3pm and Thursdays, September 14, 21, 28, 2023 from 5:30 to 8:30pm.** The course will be held in the CCRR portable at 5339 207<sup>th</sup> Street, Langley.

The facilitator for this course will be **Sharmaine Kamwere**. She can be reached by email at **langccrr@lcss.ca** or by telephone at **604 533 4425**.

CCRR follows the Performance and Quality Improvement (PQI) program which includes the Client Responsibilities policy. Failure to meet the responsibilities by the client may result in termination of service.

Your signature below confirms that you understand and agree to the course requirements and the attendance, arrival, and departure policies. Once you have returned this signed form, you may proceed with registering for the course.

Name: (Please print) \_\_\_\_\_ Signature: \_\_\_\_\_

Phone #: \_\_\_\_\_ Date: \_\_\_\_\_