# Family Child Care Home Pre-Licensing Workshops *Schedule*

This one-day workshop is a comprehensive review of the North Carolina Family Child Care Home rules and regulations and will be helpful to persons who are planning to operate a family care home. The information presented will focus on family child care home licensing information; region-specific zoning and sanitation requirements; detailed information regarding program start-up and operation as it relates to budgeting for quality family child care homes.

- Workshops will begin at 9:00 a.m. and end at approximately 4:00 p.m.
- Six hours of training credit will be awarded to each participant in attendance the entire day.
- Pre-registration is required and each person registering must submit a registration form.
- Registration deadline is 48 hours prior to the date of the workshop. No registrations will be accepted after this deadline. Attendance at each workshop is limited by the size of the facility.
- Inclement Weather Policy: Pre-Licensing Workshops will follow the public school closure policy in the scheduled location. In the event of a delayed opening, the Pre-Licensing Workshop will begin and end one hour later than scheduled.
- Registration fee includes the *Family Child Care Home Handbook*, published by the North Carolina Division of Child Development, and other materials (to be distributed at the workshop).
- If registration is cancelled prior to the date of the workshop, you may then sign up for a future workshop at no additional cost within 3 months. NO REFUNDS WILL BE ISSUED. If you register and fail to attend, payment is forfeited.

| City | Date | Day | Location |
|---|---|---|---|
| Durham | August 16 | Tuesday | Child Care Services Association<br>1201 South Briggs Ave.<br>Durham, NC 27703 |
| Raleigh | October 5 | Wednesday | Child Care Services Association<br>319 Chapanoke Road<br>Raleigh, NC 27603 |
| Orange County | December 6 | Tuesday | Christ United Methodist Church Education Building<br>(Southern Village Community)<br>105 Market St.<br>Chapel Hill, NC 27516 |

**Credit card payments by phone:**
919-967-3272 (ask for Kristen Landrum)
Fax registration forms to 403-6959.

**Payment by check or money order:**
Checks should be made out and mailed to:

Child Care Services Association
ATTN: Renee Wilson
1201 S. Briggs Ave, Suite 200
Durham, NC 27703

**Payment with cash:** please bring exact amount to any CCSA office.

*These are the workshops as scheduled to date. Additional dates may be added, and dates or locations may be changed.

---

REGISTRATION FORM FOR FAMILY CHILD CARE HOME PRE-LICENSING WORKSHOP

Name (please print) ______________________________

Address ______________________________
Street / P.O. Box City Zip County

Telephone: Home ( ______ ) ______________ Work ( ______ ) ______________

Fax ( ______ ) ______________ E-mail ______________

Workshop Location: ______________________________

Workshop Date: ______________________________

**The fee for each person attending is $80.00**

AMOUNT OF PAYMENT $__________________

*I understand and agree that CHILD CARE SERVICES ASSOCIATION will not be held responsible for any liability, theft, or damage that might occur during this workshop.*

SIGNED______________________________ DATE______________