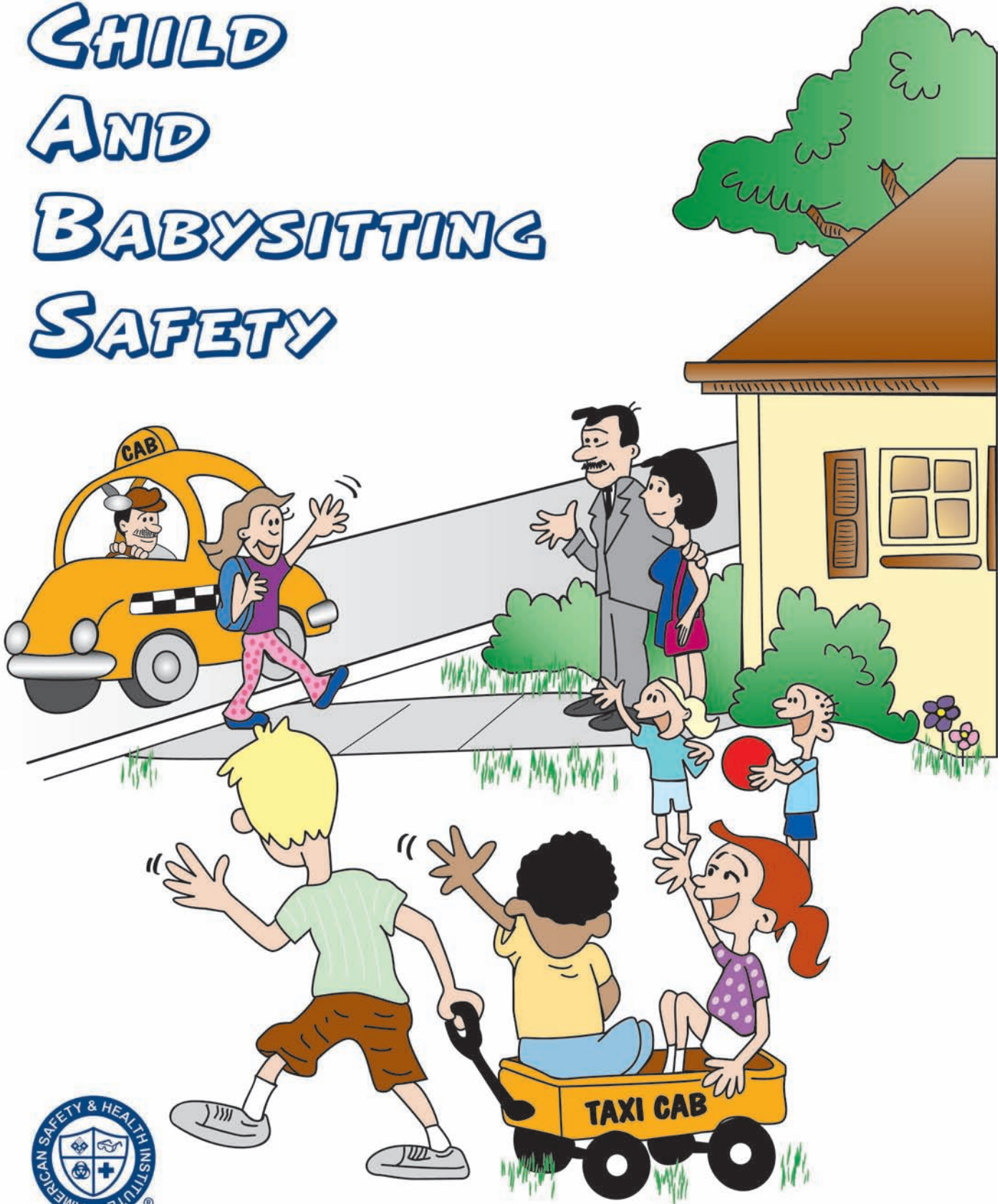


INSTRUCTOR MANUAL

CHILD AND BABYSITTING SAFETY





American Safety & Health Institute CABS Program Instructor's Manual

Contents

Course Description.....	3
Foreward	4
How To Promote the CABS Program.....	4
Safety Concerns	4
How To Use the Facilitation/Presentation Guide	4
Sign In	4

PROGRAM STEPS

Module 1	Introduction.....	5
Module 2	Starting Your Business.....	5
Module 3	Before The Parents Leave	6
Module 4	Playtime	6
Module 5	Taming the Tots/ We Shake Rattles, Not Babies.....	7
Module 6	Telephone Calls/When A Stranger Knocks	7
Module 7	Handwashing.....	8
Module 8	Water Hazards.....	8
Module 9	Infant and Child Feeding.....	9
Module 10	Diapering Procedures	9
Module 11	Infant Sleep Time/Child Sleep Time.....	10
Module 12	Providing Emergency Care/Choking and CPR.....	10
Module 13	Basic First Aid Care	11
Module 14	Closure	12

NOTE: This instructor's manual may be reproduced as needed



American Safety & Health Institute

CABS Program

(Child and Babysitting Safety)

Course Description

The objective of this course is to familiarize and to provide young adults with basic skill training and information that is necessary in caring for infants and children. This program will teach the importance of responsibility, recognizing an emergency, emergency action steps, personal safety, fire safety, water safety, infant care, and also basic first aid and choking management. The program is designed for young adults who will be babysitting or providing child and infant care.

Course Goal

The goal of this program is to provide information and skill training for young adults that are interested in babysitting. This program should help the participants to meet the challenges of babysitting by building the necessary confidence and skill levels that pertain to child and infant care.

Course Content

The course content in this program (see content page) supports topics that are generally recognized by parents, and safety and health authorities as necessary training components for babysitters. A program support video is also available.

Method of Presentation

This course should be presented emphasizing interactive learning. Facilitators are encouraged to provide a fun and relaxed atmosphere for the students. Each student shall receive a student guide that will be used throughout the program and can also be used additionally as a resource guide.

Facilitator will provide lecture, demonstrations and conduct interactive skill practices. The program also provides video support that emphasizes injury prevention and child safety information. It is suggested to all facilitators of this program to be creative and to make the program enjoyable. Facilitators are encouraged to invite local safety and health professionals to participate in the programs.

Program Requirements

To receive a CABS course completion card, a participant must attend and successfully complete this program.

Facilitator Requirements

Facilitators must maintain a current nationally recognized CPR Instructor card. Facilitators must utilize program facilitation guide and adhere to all guidelines within.

Foreward

American Safety & Health Institute would like to express gratitude to you for facilitating the CABS program. The intended audience for this program is young people who wish to provide babysitting services. The goal of the CABS program is to teach young adults about the responsibilities of child and infant care.

How to Promote the CABS Program

Just about everyone is concerned about the competency of babysitters. Many school districts offer community education classes, and this would be an excellent program for them. Local churches, clubs, scouting groups, 4-H, YMCA/YWCA's can also be contacted for interest in the CABS program. Many groups may already have babysitting programs that they provide at wellness or women's centers, or at hospitals. However, ASHI CABS program can benefit all organizations due to its national accreditation and the intensive development and review by leading health and safety experts.

Safety Concerns

All programs should adhere to program guidelines, as well as to specific site safety requirements. Always review site-specific evacuation procedures at the beginning of every program. Never have any demonstrations that may create an unsafe environment or injury to participants.

How to Use the Facilitation/Presentation Guide

Each module has objectives and suggestions, as well as the student guide page numbers pertaining to that module. Follow along accordingly. Be sure to announce the objectives for each module. This helps the participants to recognize and to focus on key points. Review student pages and insert demonstrations, guest speakers, props, etc. Upon the completion of a module, conduct a question and answer session to assess learning. You will probably develop your own style for teaching this program. Just remember to keep it fun, yet educational.

Sign In

All participants should sign in on a class roster. They should also be given a program agenda and their student guide.

Good luck and have fun!

Facilitation/Presentation Guide

CABS Program

Total Time: 6 – 8 hours

Module 1

Introduction

5 min.

Objectives: Upon the completion of this module, student should:

- ✓ Be familiar with instructor's name, titles, etc.
- ✓ Understand ground rules and expectations for the program.
- ✓ Be familiar with the program agenda.
- ✓ Be aware of facility-specific safety information, as well as facility layout (restrooms, etc.).

Module steps:

1. Welcome participants and introduce facilitators.
2. Instruct participants on program ground rules and expectations.
3. Review program agenda.
4. Review and explain specific safety information as well as facility layout.
5. Refer participants to page 2 of student guide and review.

Module 2

Starting Your Business

5 Min.

Objectives: Upon the completion of this module, student should:

- ✓ Understand the basic business aspect and principle of providing a babysitting service.

Module Steps:

1. Refer Students to page 3 of student guide and review.

Idea!!!

- This is a great place to tell your own stories regarding hiring a babysitter (keep it brief). Talk about what was good and what may have gone wrong.
- Have a demonstration of how to interview for a babysitting job.