Designing Training & Professional Development-Alimo

Description of Training Program

This Training and Professional Development program is titled **planning and implementing age appropriate activities for Pre-school children.** This program is designed for professionals working with children aged 3-5 years in day care centers, child development homes and parents who wish to homeschool. Pre-schoolers are young children between the ages of 3- 5 years. At this age children are curious, active and are developing socio - emotionally, cognitively and physically at a fast rate. Hence, it is important to plan and implement developmentally age appropriate learning activities for them. These activities should help them explore, question, meet their learning needs and most importantly prepare them for school. To do so, one key thing that should be taken into consideration for example would be their learning tastes and styles at this age.

Goals & Objectives of program

The main goal of the program is to deepen and or refresh knowledge about how to plan and implement learning activities that are fun and educative for Pre-school children. By the end of this training, participants should have learnt the various developmental stages of children aged 3-5 years, their different learning patterns and styles, examples of several learning activities for this age group. Participants would also learn how to plan activities based on child observation, implement the activities, evaluate the activities and how to effectively transfer this knowledge to others including new staff.

Learning Context and Learners

Pre-school programs require knowledgeable and skilled individuals who are passionate about helping children gain good start in life. This training seeks to draw early childhood education professionals and parents who are working to assist children acquire learning skills needed to succeed in school. This training is face-face. Facilitator would use a projector for the slides of the presentation. Participants do no not need special knowledge or software for this training. Handouts and other materials related to the subject would be given out to participants at this meeting.

Instructional strategies and formats

This training program would be conducted using the Stand-up Presentation or Lecture as an instructional method with modifications such as demonstrations including (videos and texts), case studies, small group discussions and experiential learning where participants would be encouraged to share their real life experience working with pre-school children. The training will then be evaluated and learning teams would be formed to continue collaboration. The instructional methods and formats have been carefully selected based on learning context and characteristics of learners.

Program Outline

Time   **Activity**

8:00 a.m.   **Welcome & Overview**

      Description / Rationale / Methods : In this activity, facilitator will greet participants and welcome each person or acknowledge each class (For example Pre-school 1 or 2 staff) by asking them to wave hands as they hear their classes or names mentioned. Facilitator will give participants a brief overview of the training program which will include title of training, goals and objectives of training, structure including time frame, strategy or format and some ground rules. The purpose of this is to set expectations for both facilitator and participants. Facilitator will pass a pre-test after overview. The purpose of this is to have an idea how much participants know about the subject. This pre-test will also help participants test their own knowledge of how much they know and also what they expect to learn at this meeting.

8:10 a.m.   **Icebreaker** (**Fact or Fiction?)**

      Description / Rationale / Methods: This Icebreaker is called **'Fact or Fiction?'** Each participant will be asked to write on a piece of paper three things about themselves which the other participants may not know prior to the activity. Out of the three items, only two can be true. By taking turns, participants will be asked to read out loud their 'facts' and the group will vote which ones are true and which one is not. This

activity is meant to be fun, establish a rapport between facilitator and participants, ease tension and set the tone for the training.

8:20 a.m.   **Lecture / Presentation**

Description / Rationale / Methods: Facilitator will talk about **'planning and implementing age appropriate activities for Pre-school'**. In the process, facilitator will show slides of presentation on projector, explain concepts and ideas, give examples, demonstrates, ask questions and then present a case study. The main objective of this instructional strategy is to formally present ideas and concepts about age appropriate activities. The modifications-demonstrations and case study are meant to help participants gain deeper knowledge and retain information.

Facilitator will then divide learners or participants into two groups and task them to discuss which activities they think and wish to implement in the coming month, why they want to implement those particular activities, factors they would consider, how they would do it, their evaluation process, identify possible challenges they might encounter and how they intend to overcome them.

8:35 a.m.   **Group discussions**

Description / Rationale / Methods: The two groups would be brainstorming on the outline given with the aim of finding answers**.** The purpose of this activity is to provide opportunity for participants to share knowledge, build working teams and support each other.

8:45 a.m.   **Plenary**

          Description / Rationale / Methods: Group discussions stops and facilitator will then invite each person from each group to briefly share discussions of their group time. This will help everyone know the outcomes of the group discussions. Again, this is intended to share new ideas, tips and strategies for activities talked about.

8:50 a.m.   **Summary, handouts, link to resources, Transfer of learning strategy**

          Description/Rationale/Methods: Facilitator will summarize presentation and group discussions. Handouts of presentation would then be given to participants. Links to resources on topic would be given and participants interested in learning more about the subject would be invited to continue online trainings via the internet. The purpose of the summary and handouts is to help retention. The links to be given out help participants who are interested in learning more to do so.

8:55 a.m.   **Assessment /Evaluations**

          Description/ Rationale / Methods: Post tests will be passed out to test participants understanding of subject after training. Evaluation forms would be passed out to assess the overall training including recommendations for improvement.