**Behavior Management**

**Plan of Work for Child Care Provider Education**

**Check Sheet for Materials**

For each workshop topic, there are handouts for participants and forms for agents to use in collecting evaluation data.

\_\_\_\_\_ 1. Handout for workshop participant

\_\_\_\_\_ 2. Information Form

\_\_\_\_\_ 3. Pre survey

\_\_\_\_\_ 4. Post survey

\_\_\_\_\_ 5. Answers to pre and post survey

\_\_\_\_\_ 6. Management of evaluation data

\_\_\_\_\_ 7. How to calculate scores

\_\_\_\_\_ 8. Six week follow up evaluation

\_\_\_\_\_ 9. Six month follow up evaluation

**Lesson Developed by Diana Del Campo, Ph.D.**

Questions? Contact Karim Martinez, Ph.D., NMSUExtension Family Life Specialist, [karmarti@nmsu.edu](mailto:karmarti@nmsu.edu)

**Topic: Behavior Management**

Handout for Workshop Participant

Overview: Children aren’t born knowing how to follow rules. Learn to understand children’s behavior and develop some ways to manage it.

Meets New Mexico Licensing Regulation Competency: Child Growth, Development, and Learning

**Directions**

A. Complete the information form (number 1-5) and pre survey that workshop presenter will provide for you.

B. Watch the webcast on behavior management at <http://betterkidcare.psu.edu/page11a.html> or watch the video or DVD and use the following outline to take notes.

1. How can you set the stage for acceptable behavior?

2. Why might children misbehave?

3. Name the “no-bend rule” for adults who work with children.

4. Name two of the 13 practical ways to deal with a behavior problem.

C. Workshop presenter will discuss video and note taking outline.

D. Complete the post survey that workshop presenter will provide for you.

**Information Form**

Workshop participants will complete 1-5 of this form and return to workshop presenter. Workshop presenter will use this form to track evaluation data.

1. Name of workshop participant \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2. Surface mailing address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3. Email address (used for evaluation only) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

4. Child Care Center name and mailing address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

5. Number of continuing education credits earned at this workshop \_\_\_\_\_\_\_

**Topic: Behavior Management**

Pre survey for workshop participant to complete

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. How can you set the stage for acceptable behavior?

2. Why might children misbehave?

3. Name the “no-bend rule” for adults who work with children.

4. Name two of the 13 practical ways to deal with a behavior problem.

**When finished, please return to workshop presenter.**

**Topic: Behavior Management**

Post survey for workshop participant to complete

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. How can you set the stage for acceptable behavior?

2. Why might children misbehave?

3. Name the “no-bend rule” for adults who work with children.

4. Name two of the 13 practical ways to deal with a behavior problem.

**When finished, please return to workshop presenter.**

**Topic: Behavior Management**

For workshop presenter: Answers to pre and post survey

1. How can you set the stage for acceptable behavior?

Make sure the room is arranged so that children have plenty of developmentally appropriate materials, have lots of things to do, have lots of materials that they can easily get to.

Provide good supervision and have age appropriate expectations.

Know individual needs of children.

Have a consistent predictable routine.

Provide activities that help children learn to solve problems and develop self control.

2. Why might children misbehave?

Children might be ill, tired, hungry, or afraid.

They might not know how to act.

They might be trying to get attention, gain control or power in a situation.

3. Name the “no-bend rule” for adults who work with children.

No hitting.

No yelling.

No shaming.

4. Name two of the 13 practical ways to deal with a behavior problem.

1. Set reasonable consistent rules.

2. Set a good example.

3. Say what you mean.

4. Give choice between acceptable behaviors.

5. Catch children being good.

6. Change the environment.

7. Show respect for children when problems arise.

8. Get at eye level.

9. Get children’s attention.

10. Keep language simple.

11. Give warnings about schedule transitions.

12. Don’t end statements with OK.

13. Re-direct children to a different activity.

**Management of Evaluation Data**

To be completed by workshop presenter

**Workshop evaluation**

Today’s Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Pretest score \_\_\_\_\_\_\_ Post test score \_\_\_\_\_\_\_

**Six weeks after workshop**

Today’s Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Are you using the techniques you learned in the child care workshop?

YES \_\_\_\_\_ NO \_\_\_\_\_

2. What did you learn about that you are using with the children?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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3. Did you keep your job as a result of earning continuing education credits? YES\_\_\_\_\_ NO \_\_\_\_\_

**Six months after workshop**

Today’s Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. Are you using the techniques you learned in the child care workshop?

YES \_\_\_\_\_ NO \_\_\_\_\_

2. What did you learn about that you are using with the children?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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3. Did you keep your job as a result of earning continuing education credits? YES\_\_\_\_\_ NO \_\_\_\_\_

**How to Calculate Scores for Child Care Provider Training on Behavior Management**

Evaluation statement from child care plan of work <http://pow.nmsu.edu/view_template.php?plan_id=27> : 80% of participants will increase their knowledge level on a variety of subjects which meet child care licensing regulation competencies, such as nutrition education, child care and guidance, child health and safety, or one of the topics in the New Staff Orientation Program.

There are 2 ways to calculate scores. One is to calculate the % of participants who scored higher on the post test verses pretest. A second way is to calculate the % of knowledge gain for the group.

**1. Calculate the % of participants who scored higher on the post test verses pretest.**

Behavior management pretest and posttest have 4 questions worth 25 points each= 100 points. Grade the pretests and post tests.

Number who improved scores divided by total number of participants = \_\_\_% who improved scores.

Evaluation statement: \_\_\_\_\_child care providers attended an educational workshop on behavior management. A comparison of pretest and post test scores showed that \_\_\_\_\_% of the child care providers improved their knowledge scores.

**2. Calculate the % of knowledge gain for the group.**

Behavior management pretest and posttest have 4 questions worth 25 points each= 100 points. Grade the pretests and post tests.

Grade pretest for each person; add total points for everyone

Divide total points by number of participants for an average score

Divide average score by total points possible

This is the % correct on the pre test

Do the same procedure for post test.

Subtract pretest % score from post test % score to equal the percent increase or decrease in knowledge.

Evaluation statement: \_\_\_\_\_\_ child care providers attended an educational workshop on behavior management. A comparison of pretest and post test scores showed that there was a \_\_\_\_\_% \_\_\_\_\_\_\_\_\_\_\_ in knowledge gain for child care providers.

**SO WHAT????**

There is a second step. In order to determine what these scores really mean, a statistical test such as a “T” test or “Chi Square” must be run.

Comparing the pretest score to the post test score statistically will give you important results, such as, “There was a statistically significant difference between the pretest and the post test scores. It did not happen by chance. There is a real difference in the scores.”

**Six week follow up evaluation**

Workshop presenter will mail or email to workshop participant 6 weeks after workshop.

Today’s Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Dear:

About 6 weeks ago you participated in a child care provider workshop sponsored by the County Extension Office. We need to know how much it helped you.

Please answer the following 3 questions and return the form to us in the self addressed stamped envelope or if you’re receiving this by email, hit the reply key and answer the questions.

1. Are you using the techniques you learned in the child care workshop?

YES \_\_\_\_\_ NO \_\_\_\_\_

2. What did you learn about that you are using with the children?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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3. Did you keep your job as a result of earning continuing education credits? YES\_\_\_\_\_ NO \_\_\_\_\_

Thanks so much! This information helps us continue to provide educational programs for the county.

**Six month follow up evaluation**

Workshop presenter will mail or email to workshop participant 6 months after workshop.

Today’s Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Dear:

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YES \_\_\_\_\_ NO \_\_\_\_\_

2. What did you learn about that you are using with the children?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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3. Did you keep your job as a result of earning continuing education credits? YES\_\_\_\_\_ NO \_\_\_\_\_

Thanks so much! This information helps us continue to provide educational programs for the county.