




# Parent Toolkit

Ib Qho Kev Pab Nrhiav Chaw Kom  
Haum Rau Koj Tus Menyuum

A faded background image showing a woman with glasses and a young girl looking at a book together. The woman is on the right, and the girl is on the left, both looking down at the book. The image is semi-transparent and serves as a background for the text.

Koj paub koj tus menyuam.  
Peb paub txog kev tu menyuam thiab  
kev kawm thaum ntxov.

Koj tus menyuam yuav tsum ua ntau yam kev kawm kom zoo txhij txhua thiaj li loj hlob thiab kawm tau zoo. Lub paj hlwb loj hlob sai heev rau lub sijhawm ua ntej koj tus menyuam muaj tsib xyos, tos li cov kev kawm ntxov yuav muaj nuj nqis mus tag ib sim. Koj yog tus paub koj tus menyuam cov kev xav tau tshaj. Thiab koj tsis nyob ib leeg. Parent Aware pab tsev neeg nrhiav kev zov thiab qhia ntawv ntxov kom zoo txhij txhua thiaj li npaj menyuam tiav raws siab nyiam rau kawm ntawv thiab lub neej.

Parent Aware yog koj tus khub tshawb. Peb ua haujlwm ua ke nrog tsev neeg, muab thiab qhia dawb txog ntau yam kev pab, xws li qhov toolkit no, kom pab lawd txiav txim txog kev pab cuam zov menyuam thiab qhia ntawv ntxov.

Siv qhov toolkit no los kawm txog lus yuav noog cov chaw uas koj yuav mus xyuas rau koj tus menyuam. Thaum koj nrhiav laib ib qho chaw lawm, siv qhov toolkit no los pab muab tswv ntxiv rau koj koom txog koj tus menyuam qhov kev zov thiab kawm ntawv.

**Yog koj muaj lus nug lossis xav tshawb ib lub chaw,  
mus ntawm [ParentAware.org](https://www.ParentAware.org) lossis hu peb 888.291.9811.**

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# QHIA TXOG PARENT AWARE RATINGS

**PARENT AWARE STAR RATINGS** pab tau rau tsev neeg nrhiav chaw zov menyuam thiab qhia ntawm ntxov kom npaj menyuam rau kindergarten. Cov chaw uas nkag qhuav thiab tau Hnub Qub mus tshaj qhov uas yuav tsum tau thiab muaj:

- Nkag qhuav thiab kawm tau hoob cob qhia ntxiv cov yuav tsum muaj
- Tswj siab rau kev sib raug zoo nrog menyuam
- Kawm tau cov tswv yim tshiab los pab menyuam txoj kev kawm
- Cog siab rau cov dej num uas yuav txhawb menyuaj txoj kev kawm

Cov chaw uas koom yuav txais laib lb lub Hnub Qub, Ob, Peb, lossis Plaub lub Hnub Qub. lb lub Hnub Qub txhais tau hais tias nws yog ib qho nce them, pab tau tsev neeg pom hais tias lub chaw kawm tau deb npaum li cas.

Mus kawm txog cov Parent Aware Hnub Qub seb nyias txawm nyias li cas ntawm [ParentAware.org/learn/stars-defined/](http://ParentAware.org/learn/stars-defined/).



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## PARENT AWARE XYAUM COV HAUV QAB NO KOM NPAJ MENYUAM MUS RAU KINDERGARTEN

### TEACHING AND RELATIONSHIPS WITH CHILDREN

**Curriculum.** Cov chaw siv Minnesota Early Childhood Indicators of Progress (ECIP) los qhia rau menyuam kom haum lawv qhov loj hlob.

**Play and interactions.** Cov chaw siv kev txawj ntse kom txhawb rau kev ua si, kev sib tham ntawm phooj ywg thiab tus laus, kev tshawb, thiab kev peev xwm.

**Learning and belonging.** Lub chaw tsim kom muaj txhawb txog kev nyob muaj chaw rau txhua tus menyuam thiab tsev neeg.

**Kindergarten transition support.** Lub chaw txhawb menyuam thiab tsev neeg thaum menyuam yuav mus kindergarten.

### RELATIONSHIPS WITH FAMILIES

**Respect and ongoing two-way communication.** Lub chaw hwm txhua tsev neeg lub zog, kev xaiv, thiab hom phiaj rau lawv menyuam. Xov xwm txog menyuam qhov ua tau zoo thiab curriculum yuav muab qhia rau lub chaw thiab tsev neeg.

**Links families to services.** Lub chaw yuav qhia txog kev pab los txhawb tsev neeg lub zog thiab qhov lawv xav tau tshaj los yog qhov lawv ntsig txog.

### ASSESSMENT AND PLANNING FOR EACH INDIVIDUAL CHILD

**Observation and assessment.** Lub chaw kawm ntxiv txog txhua tus menyuam thaum lawv soj ntsuam thiab ntsuam xyuas tus menyuam.

**Assessment-based instruction.** Lub chaw siv kev ntsuam xyuas los npaj dej num rau sawv daws.

### PROFESSIONALISM

**Program leadership.** Tus coj ntawm lub chaw muaj kev txawj zoo heev los coj ib lub chaw zov menyuam thiab qhia ntawm ntxov.

**Qualifications and development.** Tus neeg muaj license zov menyuam thiab tus xib fwb taug qab thiab sau txog cov kev tshwm sim ntawm kev kawm txawj ntse.

### HEALTH AND WELL-BEING

**Health and safety.** Lub chaw saib xyuas kom txhua tus menyuam nyob tau nyab xeeb.

**Nutrition and play.** Lub chaw muab zaub mov kom noj qab nyob zoo rau lub cev, thiab muab sijhawm rau kev ua si.

# Ob Peb Hom Kev Zov Thiab Qhia Ntawv

Tsev neeg muaj ntau lub chaw xaiv thaum yuav nrhiav ib lub chaw zov menyuum thiab qhia ntawv ntxov. Peb pab Parent Services nyob npaj tos teb koj cov lus nug kom pab nrhiav tau ib lub chaw haum koj qhov xav tau.

## **Child Care Centers thiab Private Preschools**

Cov chaw no muaj license los ntawm Minnesota Department of Human Services (DHS) lossis tribal human services agency thiab zov menyuum thiab qhia ntawv rau menyuum raws li lawd hnuv nyoog, ib hnuv lossis ib nrab hnuv. Cov chaw no feem coob nyob ib lub tsev tsis muaj dab tsi txheem, lag luam, community centers, lossis ib lub chaw thov ntuj.

## **Public School Pre-Kindergarten Programs**

In-school lossis cov School Readiness pab cuam yog tsim los ntawm Minnesota Department of Education (MDE). Lawd yog "license exempt," txhais tau hais tias lawd muaj cai khiav lawd lub chaw zov menyuum thiab tsis tas muaj license los tim DHS. Public schools, thiab cov charter schools, tej zaum muab cov kev pab cuam ntawd rau menyuum muaj tsev neeg, thiab qhia ntawv ntxov, Family Literacy, thiab School Readiness pab cuam.

## **Family Child Care Homes**

Family Child Care (FCC) Homes tau license los tim county lossis tribal human services agency. Cov chaw no saib tau menyuum mos ab, toddlers, preschoolers, thiab school-age menyuum rau hauv lawd lub tsev. Ib co family child care chaw muaj nyob rau hauv lag luam, chaw thov ntuj, thiab tsev kawm ntawv. Muaj coob tus family child care neeg uas npaj muaj kev ua si thiab dej num kom pab txhawb menyuum kawm.

## **School-Age Care Programs**

School-Age Care Programs saib xyuas menyuum pib kindergarten mus rau hoob rau. Lawd muaj nyob rau hauv ib lub chaw muaj license zov menyuum, tsev kawm ntawv, community center, YMCA/YWCA, lossis park thiab recreation program. Cov pab cuam no tejzaum muaj license lossis yog license-exempt, nyob ntawm lub chaw. School-age cov pab cuam tsis muaj cai tau Parent Aware Star Rating.

## **Early Head Start (prenatal to age 3) and Head Start (3-5-year-olds)**

Early Head Start thiab Head Start thiab cov chaw zov menyuum koom nrog lawd pab cov menyuum uas los ntawm ib tsev neeg ua tau nyiaj tsawg. Cov kev pab cuam no muaj nyob rau hauv centers, tsev kawm ntawv, lossis family child care cov tsev. Cov pab cuam muaj kev pab txhawb rau mental (ntsig txog lub hlwb), social (txoj kev sib raug zoo), thiab kev loj hlob rau kev hnov rau menyuum ua ntej menyuum yug mus rau 5 xyoos. Ntxiv mus, cov pab cuam no muaj kev pab rau kev noj qab nyob zoo, zaub mov, kev sib raug zoo, thiab lwm yam. Cov pab cuam no txhawb menyuum haiv neeg, kab ke, thiab yam lus lawd hais nram tsev. Early Head Start thiab Head Start txhawb tus niam txiv kom hais tias lawd yog lawd tus menyuum thawj tug xib fwb uas tseem ceeb heev. Cov kev pab cuam txua kev txheeb ze nrog tsev neeg ua yog los txhawb tus niamtxiv-menyuum qhov txheeb ze, tsev neeg noj qab nyob zoo, thiab sib koom tes nrog phooj ywb thiab lub cuab lub yig.

# Ratio thiab Group Sizes

Coob leej niamtxiv hnov txog nuj nqis txog ib hoob uas muaj tsawg tus neeg rau school-age menyuam, tiam sis koj puas paub qhov tseem ceeb txog “ratios” lossis “kev sib piv ntawm ob yam dab tsi” hauv zov menyuam? Ratios yog hais txog ntawm pes tsawg tus menyuam uas ib tug laus zov. Qhov no tseem ceeb vim hais tias menyuam yuav tsum tau ib-piv-ib kev tswm seeb los ntawm cov laus. Cov chaw uas saib ntau tus menyuam dhau lawm yuav tsis nyab xeeb rau koj tus menyuam.

Qhov ratio uas peb pom zoo yog nyob ntawm seb pes tsawg tus laus ua haujlwm thiab lawd daim license yog daim dabtsi. Coob lub chaw zov menyuam saib menyuam tsawg tshaj qhov lawd muaj caib saib vim hais tia ua li ntawd lawd thiaj li saib tau meyuam zoo tshaj. Yog koj xav paub hais tias seb koj lub chaw zov menyuam muaj cai saib tau pes tsawg tus menyuam xwb, mus ntawm [childcareawaremn.org](http://childcareawaremn.org) lossis hu 888.291.9811 nrog ib tug Parent Service Specialist tham.



# Nrhiav Chaw Rau Menyuam Mos Ab & Toddlers

Tej zaum koj ntxhov siab txog nrhiav zov menyuam rau koj tus menyuam. Koj to taub hais tias yuav nrhiav lub chaw haum koj tus menyuam yuav tseem ceeb heev rau nws. Xav txog cov xov xwm thiab lus nug hauv qab no thaum koj nrhiav thiab xaiv chaw rau koj cov menyuam.

**Kev sib raug zoo muaj nuj nqis!** Menyuam yuav tsum koom siab nrog tus neeg zov lawd. Lawd yuav tsum paub hais tias tus neeg tshiab no yuav muab qhov lawd xav tau rau lawd. Qhov no mas muaj tseeb heev rau menyuam mos ab thiab toddlers vim lawd qhov kev txheeb ze yuav qhia lawd xyaum ntseeg hauv ntiaj teb no.

- Ib hnuv no tus neeg saib xyuas menyuam ntawd puas nrog menyuam tham tas mus li?
- Tus neeg saib menyuam ntawd puas teb thaum menyuam quaj lossis nug kom tau nws kev tswm seeb?
- Tus neeg saib menyuam ntawd puas sau ntawv txog koj tus menyuam hnuv thiab nws puas qhib siab tham txog koj tus menyuam seb nws ua zoo li cas nram tsev thiab tim chaw zov menyuam?

**Saib xyuas menyuam yog ib txoj huajlwm** hnyav heev uas tus neeg ntawd yuav tsum muaj txuj ci thiab kev txawj.

- Tus neeg saib xyuas menyuam ntawd puas tau kawm hoob cob qhia txog kev zov mos ab thiab toddlers?
- Tus neeg saib xyuas menyuam ntawd puas muaj kev txawj ntse zov menyuam?

**Txhua tus menyuam mos ab thiab toddler** muaj nyias tus kheej uas xav tau pw thiab noj mov.

- Qhov niaj hnuv ua rau menyuam mos ab thiab toddlers yog dabtsi?
- Tus neeg saib xyuas menyuam ntawd yuav ywj siab tau ntau npaum li cas kom ntsib tau txhua tus menyuam qhov xav tau?
- Lawd puas tos txais koj txhua lub sijhawm lawd zov koj tus menyuam? Yog koj pub mis rau menyuam noj, tus neeg zov koj tus menyuam puas kam khaws cia koj cov mis thiab puas kam koj tuaj xyuas thaum txog caij pub mis?

**Menyuam, ib yam li peb sawv daws, yuav muaj hnuv zoo thiab hnuv tsis zoo.**

- Tus neeg zov menyuam lub tswv yim tswj rau cov hnuv tsis zoo yog li cas?
- Tus neeg zov menyuam yuav ua li cas thaum menyuam chim siab lossis kho siab?
- Lub tswv yim rau menyuam yog li cas thaum nws pw tsis taus thaum txog caij pw?
- Koj puas kaj siab txog tus neeg zov menyuam txoj tswv yim tswj menyuam thaum menyuam muaj hnuv tsis zoo?

## TIP

Lub paj hlwb loj hlob ntau tshaj plaws ua ntej 5 xyoos, tos li txoj kev saib menyuam kom zoo txhij txhua tseem ceeb heev!

# Nrhiav Chaw Rau Menyuum Muaj Tshwj Xeeb

Thaum koj nrhiav chaw rau koj tus menyuum uas tshwj xeeb, nco ntsoov hais tias nws yuav coj tau ib qho khoom plig rau lub chaw koj xaiv. Siv cov xov xwm thiab lus nug hauv qab no thaum xam txog lub chaw koj yuav xaiv.

## Relationships matter.

Koj thiab koj tus menyuum yuav tsum muaj koom tes nrog neb tus neeg zov menyuum. Koj tus menyuum qhov nyab xeeb yuav pas nws ntaus phooj ywg thiab txhawb nws txoj sib raug zoo.

- Koj puas nyab xeeb tham txog koj tus menyuum tshwj xeeb cov nws nyiam thiab tsis nyiam? *Tsis ua li cas yog koj xav tos thaum koj nyab xeeb tham txog koj tus menyuum cov nyiam thiab tsis nyiam rau koj tus neeg zov menyuum. Thaum koj qhib siab, nco ntsoov, lawd yuav ua tau haujlwm zoo tshaj thaum lawd to taub koj tus menyuum zoo.*
- Tus neeg zov menyuum puas sov siab thiab tos txais txhua tus menyuum?
- Tus neeg zov menyuum puas mloog txhua tus menyuum thaum lawd muaj tswv yim xav qhia lossis xav tau kev pab?
- Nws puas txw cov menyuum kom lawd sib pab?
- Nws puas muab tag nrho cov menyuum los ua si ib pawg ua ke?
- Tus neeg zov menyuum puas yuav nrog koj tham thiab koom tes nrog koj kom koj tus menyuum nyob zoo txhua txhua hnuv?

## Child care can work for each child.

Menyuam ua tau zoo thaum lub chaw zov menyuum los ua haum tus menyuum qhov xav tau.

- Lub chaw puas muaj qhob niaj hnuv ua, dej num rau ib pawg, thiab sijhawm pub dawb ua si?
- Lub chaw puas tau koom nrog lwm cov koom haum kom ntsib txhua tus menyuum cov xav tau? Qhov no puas pab thiab?
- Koj tus menyuum mus puas tau tag nrho cov hoob hauv lub chaw?
- Tus neeg zov menyuum puas ywj siab txog nws cov niaj hnuv ua ntawd kom los pab txhawb koj tus menyuum?
- Pawg menyuum puas muaj coob dhau lawm lossis tsawg dhau? *Tej zaum lub chaw yuav ntsib koj tus menyuum cov xav tau yog muaj menyuum tsawg tshaj.*

## Child care professionals need training and understanding

Saib xyuas menyuum yog ib txoj huajlwm hnyav heev uas tus neeg ntawd yuav tsum muaj txuj ci thiab kev txawj.

- Tus neeg zov menyuum puas muaj kev txawj ntse ua haujlwm nrog menyuum tshwj xeeb?
- Tus neeg zov menyuum puas tau kawm hoob cob qhia txoj tshwj xeeb?



### **Transitions are temporary.**

Tej zaum koj tus menyuam yuav siv txog ob peb week lossis ob peb hlis kom nws los swm lub chaw zov menyuam tshiab. Qhov no raw kis, thiab yuav ntxhov siab. Tsis txhob poob siab!

- Koj tus neeg zov menyuam puas nkg siab txog koj tus menyuam cov kev hnov txog tej yam hloov tshiab?
- Koj tus neeg zov menyuam puas npaj ib qho tswv yim los pab tswj thaum menyuam lub kuj pwm tsis zoo thiab pab kom koj tus menyuam nyab xeeb?

### **ADDITIONAL RESOURCES**

**Center for Inclusive Child Care (CICC)** muaj xov xwm thiab kev pab rau tsev neeg uas muaj menyuam tshwj xeeb lossis kuj pwm tsis zoo.

**651.603.6265 • [inclusivechildcare.org](http://inclusivechildcare.org)**

**Help Me Grow** pab tsev neeg taw qhia lawd tus menyuam qhov loj hlob thiab muab lwm cov kev pab los txhawb.

**866.693.4769 • [helpmegrowmn.org](http://helpmegrowmn.org)**



## Kev Txiaiv Txim Cia Koj Tus Menyuam Nyob Tsev Ib Leeg

Koj paub koj cov menyuam zoo tshaj lwm tus. Tiam sis tej zaum yuav tsis yooj yim paub txoj hais tias lawd nyob puas tua hauv tsev lawd ib leeg. Thaum koj yuav txiaiv txim siab, nco ntsoov siv peb cov xov xwm thiab checklist ua ib qho keb pab xwb. Nws tseem ceeb hais tias koj xam txog peb cov xwm nrog txog qhov koj paub koj tus menyuam thiab seb koj tus menyuam hais lis cas txog nyob hauv tsev nws ib leeg.

Cov county social service koom haum feem ntau taw qhia hais tias menyuam 12 xyoos rov hauv yuam tsum tsis pub nyob hauv tsev ib leeg. Ua ntej koj cia menyuam 12 xyoos rov hauv nyob tsev ib leeg, niamtxiv yuav tsum xam txog lwm yam ncauj ke thiab lawd tus menyuam cov kev txawj. Saib xyuas zoo zoo txog menyuam lawd qhov peev xwm nyob lawd ib leeg thiab tham txog menyuam cov haujlwm nyob tsev ib leeg.

**Thov nco**, school-age cov chaw zov menyuam tej zaum muaj nyob hauv koj lub cuab lub yig. Parent Aware muaj xov xwm txog cov chaw pab cuam no. Thov mus kuaj koj lub cuab lub yig seb puas muaj hoob cob qhia txog nyob hauv tsev ib leeg, kev pab ntxiv, thiab dej num rau school-age menyuam thiab cov hluas.

## NYOB TSEV IB LEEG CHECKLIST

Thov siv daim checklist khij hauv qab no thaum koj xam txog seb koj tus menyuam puas tau npaj meej nyob tsev ib leeg. Cov lus nug uas koj tsis paub meej lossis koj teb “no” yog ib qho uas koj npaj los sib tham nrog koj tsev neeg.

### Yes No

- |                          |                          |  |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Koj tus menyuam puas paub sijhawm hu lossis paub hu 9-1-1? Koj tus menyuam hais thiab ntaus puas laib koj tus xov tooj thiab nws puas paub koj chaw nyob?  |
| <input type="checkbox"/> | <input type="checkbox"/> | Koj tus menyuam puas paub me me txog first aid thiab puas paub cov khoom first aid nyob rau qhov twg?  |
| <input type="checkbox"/> | <input type="checkbox"/> | Koj tus menyuam qhia puas laib rau koj hais tias nws yuav saib xyuas seb leej twg khob qhob rooj thaum nws nyob tsev ib leeg?  |
| <input type="checkbox"/> | <input type="checkbox"/> | Koj tus menyuam puas txawj cuaghu xov tooj rau koj lossis lwm cov laus?  |
| <input type="checkbox"/> | <input type="checkbox"/> | Koj puas muaj ib daim ntawv teev npe thiab emergency xov tooj nyob ze ntawm koj tus menyuam?   |
| <input type="checkbox"/> | <input type="checkbox"/> | Koj tus menyuam tis puas laib tsib yam hauv vaj tse uas qhia txog kev noj qab nyob zoo? (ex. Siv qhov cub lossis microwave, hnov roj tsw hauv tsev.)   |
| <input type="checkbox"/> | <input type="checkbox"/> | Koj tus menyuam puas tau qhia txog hais tias nws xav nyob tsev ib leeg? Nws puas yuav nyab xeeb? Xyaum nrog koj tus menyuam thaum koj tseem nyob hauv tsev.  |
| <input type="checkbox"/> | <input type="checkbox"/> | Yog muaj teeb meem hauv tsev thaum koj tus menyuam nyob ib leeg, nws puas yuav qhib siab qhia koj?   |
| <input type="checkbox"/> | <input type="checkbox"/> | Koj puas tau npaj ib qho tswv yim rau koj tus menyuam hnuv nyob hauv tsev? Pis txwv, koj tus menyuam puas muaj haujlwm hauv vaj hauv tsev lossis muaj homework ua thaum nws nyob tsev? Thaum koj npaj ib qho tswv yim rau koj tus menyuam hnuv, nco ntsoov ua kom lom zem. |

# Them Nqi Zov Menyuum Thiab Qhia Ntawv

Nqi zov menyuum yog ib qho tej zaum yuav hnyav heev rau tsev neeg nrhiav ib lub chaw kom zoo txhij txhua rau lawd tus menyuum. Zoo siab hais tias, muaj ob peb yam nyiaj pab cuam thiab tax relief (ua se) uas yuav ua tau them nqi zov menyuum yooj yim zog.

Thaum koj npaj ua ntej, koj yuav txhim kho kom koj muaj cib fim nrhiav laib ib lub chaw kom zoo txhij txhua thiab haum koj tus nqi. Tsev neeg siv laib daim ntawv teev npe hauv qab. Nco ntsoov, koj hu tau rau Parent Aware ntawm 888.291.9811 lossis mus [ParentAware.org/learn/paying-for-care-and-education/](https://www.ParentAware.org/learn/paying-for-care-and-education/).

## 1. Npaj ua ntej.

Nrhiav kev pab los them nqi zov menyuum siv sijhawm. Ib co nyiaj pub dawb pab cuam ntawd muaj cov ntawv npe tos.

## 2. Siv ib qho screening tool.

Siv qhov Financial Aid Screening Tool los ntawm Bridge to Benefits ([mn.bridgetobenefits.org](https://mn.bridgetobenefits.org)) los xyuas seb koj tsev neeg puas raug cai tau nyiaj pub dawb. Ib co counties muaj daim ntawv npe tos. Tshawb thiab tiv tauj koj lub county lossis tribal human services agency ntawm [edocs.dhs.state.mn.us/lfserver/Public/DHS-0005-ENG..](https://edocs.dhs.state.mn.us/lfserver/Public/DHS-0005-ENG..)

## 3. Early Learning Scholarships.

Muaj thoob plaws lub lav, cov nyiaj Early Learning Scholarships pab tsev neeg them nqi rau chaw zov menyuum thiab qhia ntawv ntxov. Tsev neeg yuav tsum ntsib cov nyiaj tau los, hnuv nyoog, thiab lwm cov uas yuav tsum muaj. Yog xav paub ntxiv, hu rau Parent Aware ntawm 888.291.9811 lossis mus ntawm Early Learning Scholarships tim Minnesota Department of Education qhov website rau ntawm [education.state.mn.us/MDE/dse/early/sch/](https://education.state.mn.us/MDE/dse/early/sch/).

## 4. Tub ua rog cov kev pab.

Yog xav paub ntxiv txog cov kev pab no, niamtxiv lossis tus tswv hauv ua rog (military) mus tau ntawm [childcareaware.org/military-child-care-assistance-programs/](https://childcareaware.org/military-child-care-assistance-programs/) lossis hu Child Care Aware® of America ntawm 800.424.2246, nyem 6. Child Care Aware® of America cov pab cuam rau ua rog qhib Monday mus Friday, 8:00 a.m. rau 7:00 p.m. EST.

## 5. Student ncauj ke.

Cov student uas tau nyiaj tsawg thiab muaj menyuum me uas xav tau kev pab zov menyuum thaum lawd kawm ntawd ces tiv tauj lawd lub tsev kawm ntawv financial aid kom tau xov xwm txog on-campus zov menyuum thiab lub Minnesota Postsecondary Child Care Grant Program. Kawm ntxiv txog Minnesota Postsecondary Child Care Grant Program ntawm [ohe.state.mn.us/mPg.cfm?pageID=348](https://ohe.state.mn.us/mPg.cfm?pageID=348).

## 6. Kev txhawb los ntawm lub cuab lub yig.

Nug cov chaw zov menyuum thiab qhia ntawv ntxov thiab cov community service organizations (xws li United Way) seb lawd puas muaj nyiaj pab.

## 7. Haujlwm kev pab.

Nug koj lub haujlwm seb lawd puas muaj Dependent Care Assistance Accounts lossis chaw zov menyuum tim haujlwm.

## 8. Tax (ua se) credits.

Thaum koj nrhiav laib chaw zov menyuum, ua se qhia txog them nqi zov menyuum ntawm koj daim Minnesota thiab Federal tax returns, txawm hais tias koj yuav them los tsis them se.

# Pib Nrhiav: Steps Rau Koj Xaiv Chaw Zov

Cov steps (kauj ruam) kev pab hauv qab no pab koj nrhiav kom tau lub chaw haum koj tus menyuam. Koj yuav pom xov xwm ntau heev txog ib kauj ruam thoob plaws daim toolkit no, ntxiv ib co tswv yim thiab lus yuav nug txhua txhua lub chaw. Thiab peb tseg ib qho chaw rau koj sau ntawv thiab muaj check box rau koj khij cov lus teb.

## 1. Tiv tauj:

Tiv tauj cov chaw zov menyuam thiab qhia ntawv ntxov seb lawd puas muaj qhib rau koj tus menyuam. Yog ib qho sijhawm zoo rau koj qhia txog koj tus kheej thiab nug txog lawd. **Page 12.**

## 2. Xyuas cov chaw:

Siv daim checklist kom pab koj. Cov kev pab hauv phau toolkit no yuav pab koj tsim ib co lus nug rau txhua lub chaw koj mus xyuas. **Pages 13-22.**

## 3. Kuaj references thiab records:

Nug references los ntawm cov tsev neeg uas siv lub chaw tam sim no thiab yav dhau los. Ib lub chaw uas huv thiab safe rau koj tus menyuam tseem ceeb thiab, ces siv sijhawm los kuaj lub chaw cov licensing xov xwm. **Page 23.**

## 4. Xaiv lub chaw:

Hu qhia lub chaw koj xaiv hais tias yuav pib hnuv twg. Hu cov chaw uas koj tsis xaiv seb lawd puas kam pab zog puav yog thaum lub thij ib zov tsis tau. **Page 25.**

## 5. Qhia koj tus menyuam rau lub chaw:

Npaj tswv yim rau koj tus menyuam mus hloov rau ib lub chaw zov menyuam tshiab. Nug lub chaw sev lawd puas muaj tswv yim rau koj. **Page 27.**

## 6. Nrog koom tas mus li:

Nws tseeb ceeb hais tias koj yuav tsum ntsuas koj lub chaw zov tas mus li. **Page 28.**

# STEP 1: Tiv Tauj

Npaj lus nug hauv xovtooj mus kuaj seb puas muaj qhib rau cov chaw zov menyuam thiab qhia ntawv ntxov. Qhia txog koj tus kheej. Xav txog seb puas muaj lus nug ntxiv. Pis txwv, yog koj tus menyuam tsis haum tsiaj, nug txog tsiaj hauv lawd lub tsev.

## Lus yuav Nug:

- Koj lub chaw puas muaj Parent Aware Rating?
- Koj lub chaw puas muaj qhib rau ib tug menyuam \_\_\_ xyoos?
- Saib npaum li cas mam muaj qhib?
- Koj saib pes tsawg tus menyuam?
- Koj saib menyuam tau ntev npaum li cas lawm?
- Koj cov sijhawm thiab hnuv qhib yog li cas?
- Koj puas thauj menyuam?
  - Rau lub tsev kawm ntawv twg/dej num dabtsi?
  - Koj puas ntxiv nqi rau?
- Koj lub chaw puas tsis pub haus luam yeeb 24 teev-ib-hnuv?
- Koj cov nqi yog li cas?
- Koj puas muaj lwm yam nqi xws li deposit, registration, lossis field trip nqi?

NOTES:

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**TIP**

Cov chaw muaj license yuav tsum ua raws txoj cai txog seb lawd saib tau pes tsawg tus menyuam, nyob ntawm menyuam hnuv nyoog, thiab tus laus/menyuam ratios. Mus rau page 4 yog xav paub ntxiv.

# STEP 2: Xyuas Cov Chaw

## LUB CHAW COV XOY XWM

Thaum koj txiav txim rau ob peb lub chaw lawm xwb, npaj sijhawm mus xyuas txhua lub chaw thiab npaj lus nug.

### Lub Chaw 1

Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Visit Date: \_\_\_\_\_ Time: \_\_\_\_\_

### Lub Chaw 2

Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Visit Date: \_\_\_\_\_ Time: \_\_\_\_\_

### Lub Chaw 3

Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Visit Date: \_\_\_\_\_ Time: \_\_\_\_\_

Tej zaum zoo yog koj npaj mus xyuas lub chaw ob lwm. Koj pib nrog tus neeg zov menyuam ntawd tham. Zaum ob ces yog sijhawm rau koj saib cov niamtxiv zov menyuam ua haujlwm nrog menyuam. Nws tseem ceeb hais tias koj mus ntsib tag nrho cov neeg uas yuav saib koj tus menyuam.

**TIP**



## KEV SIB RAUG ZOO NROG MENYUAM

### Lus yuav Nug:

Koj lis li cas txog cov menyuam muaj kuj pwm tsis zoo? *Cov laus yuav tsum siv cov positive thiab kho kuj pwm mus rau qhov zoo uas tsis yog qw lossis siv tej yam raug txim tsis zoo.*

Lub Chaw 1: \_\_\_\_\_

Lub Chaw 2: \_\_\_\_\_

Lub Chaw 3: \_\_\_\_\_

Koj lub chaw ua kev zoo siab txog menyuam tus kheej thiab background yog li cas?

Lub Chaw 1: \_\_\_\_\_

Lub Chaw 2: \_\_\_\_\_

Lub Chaw 3: \_\_\_\_\_

Puas muaj leej twg saib menyuam tas mus li, ntxiv rau thaum lawd pw?

1  2  3

Cov safety rules kom tsis txhob raug mob puas qhia tseeb rau menyuam?

1  2  3

14

**TIP**

Thaum neeg hloov mus los tim haujlwm nws yuav ua ib qho ntxhov siab rau menyuam vim lawd swm tus laus ntawd lawm. Rau cov center-based chaw, nug: Nej hloov neeg heev npaum li cas? Xyoo tas los nej hloov pes tsawg tus neeg ua haujlwm?

Puas muaj neeg ua haujlwm txaus los saib xyuas tag nrho cov menyuam (nyeem ntxiv txog adult-to- child ratios ntawm page 4)?

1  2  3

### Cov Koj Xav Saib Xyuas:

Cov laus sov siab thiab tos txais zoo.

1  2  3

Cov laus muab sijhawm rau txhua tus menyuam.

1  2  3

Cov laus paub txhua tus menyuam cov lawd nyiam thiab tsis nyiam.

1  2  3



## KAWM NTAWV THIAB HOOB COB QHIA

### Hauv qab no yog ib co lus zoo nug koj tus xib fwb lossis niamtxiv zov menyuam:

Koj kawm tau ntawv siab npaum li cas?

Lub Chaw 1: \_\_\_\_\_

Lub Chaw 2: \_\_\_\_\_

Lub Chaw 3: \_\_\_\_\_

Koj ua dabtsi kom koj txoj kev kawm paub txog cov kev txawj tam sim no?

Lub Chaw 1: \_\_\_\_\_

Lub Chaw 2: \_\_\_\_\_

Lub Chaw 3: \_\_\_\_\_

Koj nyuam qhuav kawm dabtsi uas yuav pab tau koj zov kuv tus menyuam?

Lub Chaw 1: \_\_\_\_\_

Lub Chaw 2: \_\_\_\_\_

Lub Chaw 3: \_\_\_\_\_

Koj yuav kawm cov hoob twg tom ntej?

Lub Chaw 1: \_\_\_\_\_

Lub Chaw 2: \_\_\_\_\_

Lub Chaw 3: \_\_\_\_\_

Koj puas yog ib lub Parent Aware Star-Rated Program? Yog tsis yog, koj puas npaj yuav koom nrog Parent Aware?

Lub Chaw 1: \_\_\_\_\_

Lub Chaw 2: \_\_\_\_\_

Lub Chaw 3: \_\_\_\_\_

Koj lub chaw puas accredited? *Accreditation txhais tau hais tias lub chaw ntawd pom zoo los tim ib lub national koom haum uas pom zoo tus niamtxiv ntawd txawj saib thiab qhia zoo heev.*

1  2  3

## NPAJ DEJ NUM TXOG KEV KAWM

---

### Lus yuav nug:

Koj puas muaj ib qho lesson plan txhua hnuv lossis txhua week? Kuv saib puas tau daim plan?

1  2  3

Koj puas siv ib qho curriculum los npaj dej num txog kev kawm? Yog siv, dabtsi zoo txog qhov koj siv?

Lub Chaw 1: \_\_\_\_\_

Lub Chaw 2: \_\_\_\_\_

Lub Chaw 3: \_\_\_\_\_

Menyuam ua si nraum zoov ntau npaum li cas? Ntev npaum li cas?

Lub Chaw 1: \_\_\_\_\_

Lub Chaw 2: \_\_\_\_\_

Lub Chaw 3: \_\_\_\_\_

Cov mos ab ua dabtsi thaum cov menyuam hlob ua si nraum zoov?

Lub Chaw 1: \_\_\_\_\_

Lub Chaw 2: \_\_\_\_\_

Lub Chaw 3: \_\_\_\_\_

Koj puas mus nraum zoo txhua txhua hnuv?

Lub Chaw 1: \_\_\_\_\_

Lub Chaw 2: \_\_\_\_\_

Lub Chaw 3: \_\_\_\_\_

Cov menyuam me thiab cov loj yuav koom ua si dej num li cas?

Lub Chaw 1: \_\_\_\_\_

Lub Chaw 2: \_\_\_\_\_

Lub Chaw 3: \_\_\_\_\_

Thov piav seb ib hnuv hauv koj lub chaw zoo li cas.

Lub Chaw 1: \_\_\_\_\_

Lub Chaw 2: \_\_\_\_\_

Lub Chaw 3: \_\_\_\_\_

Koj kho koj cov dej num li cas kom haum txhua tus menyuam?

Lub Chaw 1: \_\_\_\_\_

Lub Chaw 2: \_\_\_\_\_

Lub Chaw 3: \_\_\_\_\_

Thaum twg yog thaum koj nyeem ntawv rau kuv tus menyuam?

Lub Chaw 1: \_\_\_\_\_

Lub Chaw 2: \_\_\_\_\_

Lub Chaw 3: \_\_\_\_\_

### Cov Koj Xav Saib Xyuas:

Saib xyuas seb puas muaj ntau yam khoom ua si (blocks, puzzles, art, dress-up, etc.).

1  2  3

Saib xyuas hais tias koj tus menyuam cuag cov khoom uas haum nws lub hnuv nyoog.

1  2  3

Yuam tsum muaj ib tug los nyeem ntawv rau menyuam tsawg kawg nkaus ob zaug ib hnuv thiab muaj tus txw kom lawd nyeem ntawv lawd ib leeg.

**TIP**



## HEALTH THIAB SAFETY

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### Lus yuav Nug:

Puas muaj ib tug nyob nraim uas tau kawm CPR thiab first aid?

1  2  3



### TIP

Txhua lub chaw zov menyuam muaj license hauv Minnesota yuav tsum ntsib cov licensing thiab training requirement txog CPR thiab First Aid. Nws tseem ceeb hais tias koj nug cov chaw txog lawd cov licensing thiab training requirement thiab kom lawd piav hais tias lawd cov neeg ua haujlwm ntsib cov requirement li cas.

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Koj muab cov zaub mov thiab khoom noj dabtsi? Koj puas ntxiv lawd cov mov nqi rau koj tus nqi zov menyuam? Koj puas kam kuv saib ib qho menu qhia txog zaub mov noj?

Lub Chaw 1: \_\_\_\_\_

Lub Chaw 2: \_\_\_\_\_

Lub Chaw 3: \_\_\_\_\_

Cov laus thiab menyuam puas ntxuav tes nraim (thaum sib chav dej tag, hloov pawm, noj mov, etc.)?

1  2  3

Koj puas tu thiab ntxuav cov chaw hloov pawm txhua zaus thaum koj siv?

1  2  3

Puas muaj ib qho npaj tos yuav ua li cas yog hais tiam ib tug menyuam raug mob, muaj mob, lossis poob zoo?

1  2  3

Puas muaj first aid kits nyob ze?

1  2  3

Koj puas kam qhia kuv txog koj tus cai ntawm immunizations (xav tshuaj)? Tag nrho cov menyuam puas immunized?

Lub Chaw 1: \_\_\_\_\_

Lub Chaw 2: \_\_\_\_\_

Lub Chaw 3: \_\_\_\_\_



### TIP

Niamtxiv yuav tsum paub lawd tus neeg zov menyuam zoo. Thiab lawd yuav tsum paub txhua tus neeg uas yuav los nyob ze lawd tus menyuam.

Koj ua li cas npaj kom menyuam noj lawd cov tshuaj thwj?

Lub Chaw 1: \_\_\_\_\_

Lub Chaw 2: \_\_\_\_\_

Lub Chaw 3: \_\_\_\_\_

Tag nrho cov neeg uas yuav los ze kuv tus menyuam puas yuav tau kuaj lawd background, ntxiv nrog cov neeg uas nyob hauv koj lub tsev?

Lub Chaw 1: \_\_\_\_\_

Lub Chaw 2: \_\_\_\_\_

Lub Chaw 3: \_\_\_\_\_

Koj muaj kev npaj li cas yog muaj emergency (hluav taws, dej nyab, etc.)?

Lub Chaw 1: \_\_\_\_\_

Lub Chaw 2: \_\_\_\_\_

Lub Chaw 3: \_\_\_\_\_

**Safe Sleep Lus Nug Txog MenyuaM Mos Ab:**

Koj puas muab menyuaM mos ab pw nrab qaum tas mus li?

1  2  3

Koj puas siv ib daim txaj tawv tawv thiab ib daim ntaub pua txaj kom haum zoo zoo?

1  2  3

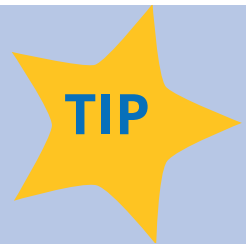
Koj puas xyuas kom tsis txhob muaj pam, qhov ncoo, khoom ua si, thiab khoom muag nyob rau hauv lub crib?

1  2  3

Koj puas kam kuv saib menyuaM chaw pw?

1  2  3

Kev yuav txo sleep-related teeb meem rau cov mos ab pw xiam, xws li Sudden Unexpected Infant Death (SUID), lub chaw koj xam txog yuav tsum xyaum Safe Sleep tas mus li.



**Cov Koj Xav Saib Xyuas:**

Qhov chaw ua si nraum zoov ntxim safe thiab cov swings thiab slides haum koj tus menyuaM lub hnuv nyoog.

1  2  3

Cov khoom ua si tseem zoo thiab muab txawb rau ib qho chaw muag xws li xuab zeb, mulch lossis rubber pua.

1  2  3

## NROG NIAMTXIV UA HAUJLWM

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### Lus Yuav Nug:

Koj puas tos txais kuv thaum koj saib kuv tus menyuam?

1  2  3

Koj puas muaj lwm tus los pab zov yog thaum koj mob lossis mus vacation, los kuv yuav tsum nhriav lwm tus zov?

Lub Chaw 1: \_\_\_\_\_

Lub Chaw 2: \_\_\_\_\_

Lub Chaw 3: \_\_\_\_\_

Koj siv niamtxiv cov qhaub qhia li cas thaum koj npaj hais tias yuav hloov ib qho hauv koj lub chaw?

Lub Chaw 1: \_\_\_\_\_

Lub Chaw 2: \_\_\_\_\_

Lub Chaw 3: \_\_\_\_\_

Koj saib xyuas kuv tus menyuam txoj kev kawm thiab loj hlob li cas?

Lub Chaw 1: \_\_\_\_\_

Lub Chaw 2: \_\_\_\_\_

Lub Chaw 3: \_\_\_\_\_

Koj yuav khaws xov xwm dabtsi txog kuv tus menyuam kev kawm?

Lub Chaw 1: \_\_\_\_\_

Lub Chaw 2: \_\_\_\_\_

Lub Chaw 3: \_\_\_\_\_

Kuv puas yuav txais khoom lossis hnov txog kuv tus menyuam qhov ua si thiab kev kawm? Koj yuav koom qhia kuv thaum twg?

Lub Chaw 1: \_\_\_\_\_

Lub Chaw 2: \_\_\_\_\_

Lub Chaw 3: \_\_\_\_\_



### TIP

Nws tseem ceeb hais tias koj nrog koj tus niamtxiv zov menyuam tham txog koj tus menyuam cov niaj hnuv ua, koj tsev neeg background thiab nyiam, thiab koj xav kom nws koom qhia koj li cas.

Tsev neeg yuav koom laib nrog koj lub chaw li cas? Koj muaj dej num dabtsi rau tsev neeg?

Lub Chaw 1: \_\_\_\_\_

Lub Chaw 2: \_\_\_\_\_

Lub Chaw 3: \_\_\_\_\_

Kuv puas yuav laib ib daim tawv copy txog koj lub chaw cov cai? Cov cai no puas muaj qhia txog holidays, tsev neeg, thiab niamtxiv zov menyuum cov vacations?

1  2  3

Kuv puas yuav laib ib daim ntawv contract kos npe los ntawm tus niamtxiv muaj license zov menyuum?

1  2  3

Nej puas tx kom peb cov niamtxiv tuaj xyuas nej?

1  2  3

Kuv puas yuav laib ib daim ntawv qhia txog kuv tus menyuum hnuv (rau menyuum mos ab)?

1  2  3



Yog koj tus neeg zov menyuam yuav niaj hnuv thauj menyuam mus tsev, rau appointments, lossis mus ua si, muaj ob peb qho uas koj yuav tsum xam. Koj xav kom koj tus menyuam safe thiab muaj ib tug laus saib nraim thaum menyuam pw, ua si, lossis caij hauv lub tsheb. Tag nrho cov niamtxiv muaj license zov menyuam yuav tsum ntsib Minnesota cov licensing thiab training requirements lawd thiab li thauj laib menyuam. Nws tseem ceeb hais tias koj nug cov chaw txog lawd cov licensing thiab training requirements.

**Nug koj tus niamtxiv zov menyuam:**

Koj puas muaj ib daim license tsav tsheb? Kuv saib puas tau?

Lub Chaw 1: \_\_\_\_\_

Lub Chaw 2: \_\_\_\_\_

Lub Chaw 3: \_\_\_\_\_

Koj puas muaj lub tsheb thiab liability insurance?

1  2  3

Koj puas tau kawm safety seat hoob cob qhia? Thaum twg lawm?

*Lub hoob cob qhia no yog qhia txog kom menyuam cov safety seats nruab yog yog thiab siv yog. Hoob cob qhia no require kom kawm ib zaug txhua tsib xyoos.*

Lub Chaw 1: \_\_\_\_\_

Lub Chaw 2: \_\_\_\_\_

Lub Chaw 3: \_\_\_\_\_

Koj puas nqa cell phone (xovtooj ntawm tes) thaum koj thauj kuv tus menyuam?

*Qhov no yog ib qho tswv yim zoo tsam lam muaj emergency.*

1  2  3

Koj yuav tswj menyuam li cas thaum koj tsav tsheb?

Lub Chaw 1: \_\_\_\_\_

Lub Chaw 2: \_\_\_\_\_

Lub Chaw 3: \_\_\_\_\_

Koj yuav thauj txog pes tsawg tus menyuam ua ke?

Lub Chaw 1: \_\_\_\_\_

Lub Chaw 2: \_\_\_\_\_

Lub Chaw 3: \_\_\_\_\_



Txhua tus uas yuav thauj kuv tus menyuam puas yuav muaj license tsav tsheb thiab kuaj lawd background?

1  2  3

Kuv xav paub hais tias kuv tus menyuam yuav tsis pub tso tseg ib leeg hauv lub tsheb. Koj yuav npaj li cas kom tsis txhob muaj li ntawd?

Lub Chaw 1: \_\_\_\_\_

Lub Chaw 2: \_\_\_\_\_

Lub Chaw 3: \_\_\_\_\_

## STEP 3: Kuaj References thiab Records

Nws yog ib qho tswv yim zoo hais tias koj nug references los ntawm cov tsev neeg uas siv lub chaw tam sim no thiab cov tsev neeg uas sib yav dhau los. Thiab nws tseem ceeb hais tias koj nrog cov niamtxiv uas muaj menyuam ze hnuv nyoog li koj tus menyuam. Vim rau qhov ib cov niamtxiv zov menyuam muaj txuj ci ntau tshaj rau ib qho hnuv nyoog tshaj lawm qhov hnuv nyoog.

**Qhia txog koj tus kheej:** “Kuv lub npe hu ua \_\_\_\_\_. Kuv xam txog (Professional lub npe) los zov kuv tus menyuam. (Professional lub npe) muab koj lub npe rau kuv ua ib tug reference. Koj puas kam teb kuv ib co lus nug?”

### **Lus yuav Nug:**

Koj siv tau lub chaw no ntev npaum li cas lawm?

Lub Chaw 1: \_\_\_\_\_

Lub Chaw 2: \_\_\_\_\_

Lub Chaw 3: \_\_\_\_\_

Koj nyiam thiab tsis nyiam dabtsi txog lub chaw no?

Lub Chaw 1: \_\_\_\_\_

Lub Chaw 2: \_\_\_\_\_

Lub Chaw 3: \_\_\_\_\_

Koj tus menyuam puas nyiam tuaj mus tim lub chaw thiab?

1  2  3

Puas muaj kev txhawj xeeb txog tus neeg zov menyuam ntawd?

Lub Chaw 1: \_\_\_\_\_

Lub Chaw 2: \_\_\_\_\_

Lub Chaw 3: \_\_\_\_\_

Tus neeg zov menyuam puas mloog koj cov txhawj xeeb?

Lub Chaw 1: \_\_\_\_\_

Lub Chaw 2: \_\_\_\_\_

Lub Chaw 3: \_\_\_\_\_

Koj puas pom zoo lub chaw zov menyuam no thiab vim li cas?

Lub Chaw 1: \_\_\_\_\_

Lub Chaw 2: \_\_\_\_\_

Lub Chaw 3: \_\_\_\_\_

Kuaj lub chaw cov safety records tim koj lub county lub Minnesota Child Care Licensing office lossis mus ntawm [ParentAware.org](http://ParentAware.org). Txhua lub Parent Aware chaw muaj ib qho link rau lawd qhov licensing record. Rau cov family child care chaw, tsev neeg tiv tauj laib tim county social service office ntawm [edocs.dhs.state.mn.us/lfserver/Public/DHS-0005-ENG](http://edocs.dhs.state.mn.us/lfserver/Public/DHS-0005-ENG).





# STEP 4: Xaiv Lub Chaw thiab Npaj Kom Muaj (Backup Care) Lwm Tus Pab Zov

Hu qhia lub chaw koj xaiv hais tias yuav pib hnuv twg. Hu cov chaw uas koj tsis xaiv seb lawd puas kam pab zog puav yog thaum lub thij ib zov tsis tau.

## TXHUA TSEV NEEG YUAV TSUM MUAJ IB QHO BACKUP NPAJ TOS

Yuav tau npaj lwm tus pab zov menyuam tsam muaj emergency lossis muaj mob. Tsis tas li cov chaw tej zaum twb npaj yuav kaw lag luam thaum xws li holidays lossis vacation. Coob tus niamtxiv pom hais tias yog lawd npaj ua ntej, ces yuav tsis muaj teeb meem thaum lawd xav tau neeg los pab zov menyuam.

### 1. Xaiv lub chaw lossis tus neeg zov.

Ib txhia tsev neeg tau kev pab los ntawm phooj ywg, tus neeg nyob ze, lossis ib tug txheeb uas kam zov thaum tsis muaj neeg zov menyuam. Lwm cov nyiam npaj nrog cov chaw zov menyuam uas kam zov thaum lawd muaj chaw qhib. Koj muab laib cov npe ntawd thaum koj hu Parent Aware thiab nrog ib tug Parent Service Specialist tham.

### 2. Muab cov ntaub ntawv tseem ceeb los ua ib pawg.

Nco ntsoov muab koj cov backup care professional ntaub ntawv tso kom ze (ib tsam koj yuav xav tau sai) thiab muab rau lawd cov npe tseem ceeb, emergency, thiab koj tus menyuam cov ntaub tawv xav tshua.

#### Backup Care Professional 1:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone number: \_\_\_\_\_ Availability: \_\_\_\_\_

Payment arrangements: \_\_\_\_\_

#### Backup Care Professional 2:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone number: \_\_\_\_\_ Availability: \_\_\_\_\_

Payment arrangements: \_\_\_\_\_



Yog koj txais nyiaj pab zov menyuam los tim Child Care Assistance Program (CCAP), qhia koj tus caseworker paub txog koj cov backup tswv yim. Tej zaum lawd yuav kam them cov nqi uas thaum koj siv ib tug neeg los pab. Tsis tas li, cia koj tus caseworker paub thaum koj siv ib tug backup neeg.

### 3. Qee zaus kuaj nrog koj tus backup neeg.

Xyuas hais tias lawd tseem yuav zov laib koj cov menyuam yog thaum tsis muaj leej twg zov. Qhia nws paub sai li sai tau thaum koj yuav xav tau nws kev pab zov menyuam.

### 4. Qhia txog cov xov xwm hauv qab no rau tus neeg zov koj tus menyuam:

- Koj tus xovtooj
- Emergency xovtooj
- Xov xwm txog kev noj qab nyob zoo
- Cov dej num niaj hnuv ua
- Koj daim schedule thiab thaum twg koj yuav los tos menyuam

### 5. Muaj tips ntxiv:

- Qee zaus koom nrog koj pab Parent Services team. Nug seb lawd xav hais tias qhov twg yuav zoo tshaj rau koj. Tsis tau hu peb pab Parent Services Specialists? Hu 888.291.9811.
- Xam txog cov Drop-In Programs uas pab li ob peb teev rau ib hnuv. Lawd muaj nyob rau hauv shopping malls lossis community centers.
- Saib ib qho chaw txawv: thaum koj yuav mus haujlwm, ze haujlwm, ze public transportation thaum koj yuav mus haujlwm. Tsis tas li koj sim tsav ib txoj kev tshiab mus haujlwm seb puas muaj chaw thiab.
- Tham rau phooj ywg, cov nyob ze koj, neeg tim library, church, lossis community center. Lawd puas tau muaj teeb meem li koj thiab? Lawd ua li cas xwb?
- Saib xyuas thiab npaj ib tug babysitter lossis nanny tuaj zov menyuam tim koj tsev.
- Tham txog cov koj xav tau txog ntawm kev zov menyuam rau koj lub haujlwm thiab cov neeg ua haujlwm nrog koj. Yog nej sawv daws coob muaj teeb meem ib yam, qhia koj lub haujlwm paub.
- Koom nrog ib qho playgroup lossis sib hloov zov. Cov kev zov menyuam li no yog koom los ntawm niamtxiv thiab sib koom dawb xwb. Playgroups yogi b qho uas ib tug laus saib xyuas menyuam los ua si uake, cov niamtxiv sib hloov saib menyuam ua si.
- Muab koj lub npe tsom ntawm lub chaw daim waiting list. Tej zaug yuav muaj qhib sai ces tsis txhob poob siab.
- Npaj ib qho tswv yim sai, tiam sis koom tes nraim nrog peb pab Parent Services lossis siv peb qhov search tool ntawm ParentAware.org.

## STEP 5: Qhia Koj Tus Menyuam Rau Lub Chaw

Kev npaj me me yuav pab tau ntau heev rau koj tus menyuam hloov mus rau ib lub chaw tshiab. Nug lub chaw seb lawd puas muaj ib co tswv yim rau koj tus menyuam, thiab siv peb cov tswv yim hauv qab pab koj.

### **Nrog koj tus menyuam tham.**

Nrog koj tus menyuam tham txog lub chaw tshiab. Qhia lawd txog cov dej num thiab khoom ua si koj pom, lossis cov neeg pab zov menyuam uas koj ntsib. Rau ib txhia menyuam, yuav pab nws tsis ntxhov siab yog koj nrog nws ua si dag hais tias neb yuav mus lub chaw tshiab ntawd.

### **Ntxias kom sov siab.**

Cov menyuam me yeej yuav paub yog niamtxiv ntxhov siab. Ua lub siab kom tus thiab zoo rau menyuam kom nws thiaj li muaj siab.

### **Pib me me.**

Yog ua tau, mus xyuas lub chaw ob peb lwm nrog koj tus menyuam ua ntej hnuv nws yuav pib. Cia nws nrog tus niamtxiv muaj license zov menyuam ntawd nyob ib pliag ua ke.

### **Xav txog cov dej num niaj hnuv ua.**

Kawm txog lub chaw cov sijhawm noj mov thiab yuav pw ces uas kom raws ib yam li ntawd tim tsev.

### **Coj ib qho khoom nws nyiam heev.**

Ib daim pam, daim duab, lossis roj hmab tej zaum yuav sov menyuam siab thaum nws yuav tsis nrog koj. Kuaj nrog lub chaw ua ntej koj yuav cia koj tus menyuam nqa nws qhov khoom ntawd.

### **Ua kev xa menyuam thiab tos menyuam yog ib qho sijhawm zoo siab.**

Thaum koj puab tau ib qho niaj hnuv ua ntawd, koj tus menyuam yuav paub npaj li cas thaum koj mus thiab rov los. Muab sijhawm ntau thaum sawv ntxov. Sim tos koj tus menyuam lub sijhawm qub txhua txhua hnuv.

### **Saib xyuas koj tus kheej.**

Tej zaug ib qho kev tshiab yuav nyuaj rau niamtxiv tshaj rau menyuam. Kuaj nrog lub chaw zov kom koj nqig siab.

## STEP 6: Nrog Koom Tas Mus Li

Koj yog tus yuav paub tshaj hais tias lub chaw ntawd zoo lossis tsis zoo rau koj tus menyuam thiab koj tsev neeg. Thaum menyuam loj hlob tuaj, lawd cov kev xav tau yuav hloov. Cov chaw tej zaum yuav hloov thiab. Vim li ntawd nws tseem ceeb heev uas koj ntsuas nraim lub chaw hais tias nws tseem zoo rau koj tus menyuam.

Ntawm no yog ib co tswv yim rau kom koom thiab paub txog:

### **Mus xyuas thaum lawd tsis npaj tos koj.**

Cov chaw yuav tsum tos txais niamtxiv txhua lub sijhawm, tiam sis nco ntsoov hais tias cov niamtxiv muaj license ntawd tej zaum yuav muaj dej num ntau tsis khoom muab sijhawm nrog koj.

### **Siv sijhawm.**

Thaum xa lossis tos menyuam, qee zaus muab sijhawm nyob ntev me ntsis.

### **Hloov sijhawm.**

Niaj hnuv tos koj tus menyuam thaum lub sijhawm qub yog ib qho uas pab tau koj tus menyuam, tiam sis hloov sijhawm yuav ua rau tau koj pom dej num txawv tim lub chaw thiab.

### **Muab sijhawm pub dawb.**

Pab thaum muaj xws li field trips mus ua si yog ib qho ua kev zoo nrog koj tus menyuam thiab koj paub ntiv txog cov neeg ua haujlwm.

### **Npaj ib qho conference los sib tham.**

Npaj ib qho sib ntsib lossis tham hauv xovtooj nrog lub chaw txog koj tus menyuam.

### **Ntsib neeg tshiab.**

Mus paub ntiv txog cov neeg zov menyuam, cov niamtxiv, cov neeg ua haujlwm, lossis cov volunteers uas yuav nrog koj tus menyuam.

**Koj paub koj tus menyuam.  
Peb paub txog kev tu menyuam thiab kev kawm thaum ntxov.**

## **LOS PEB SIB KOOM TES.**

Yog koj muaj lus nug lossis xav nrhiav chaw tshiab, mus ntawm  
ParentAware.org lossis hu peb ntawm 888.291.9811



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