

**RAJA NARENDRA LAL KHAN WOMEN'S COLLEGE
(ATONOMOUS)**

CAREER ADVANCEMENT CENTRE

Syllabus for

Certificate Course in Child care and Creche Management

Course Hours:30

Unit - I Beginning of Life

Conception, Prenatal development, Prenatal influences, Pregnancy – stages of pregnancy, Signs and symptoms, Complications, Child Birth-Process and types, Aims and methods of child study.

Unit – II Child Development

Definition, importance of child development, factors influencing growth and development of child, Stages of child development.

Unit – III Role of family in child development

Role of family in child development, Factors influencing child's personality – Early stimulation - Activities for physical, motor, cognitive, psychological and language development, care and way of treating abnormal, Delinquent and Gifted children.

Unit – IV Child Health, Hygiene & Nutrition

Concept and importance of Health, Hygiene & Nutrition. Functions of Food-Major and minor nutrients, Balanced diet, Recommended dietary allowance (0-6year). Breast feeding and its importance weaning and supplementary feeding. Role of Home, School, Government & NGOs in promoting children's health, Factors influencing children's health, hygiene and nutrition.

Unit – V Common Behavioral Problems

Common behavioral problems, psychological problems: Bed wetting thumb sucking - temper tantrums, telling lies, stealing, fears, jealousy and rivalry, rocking and head banging, nail biting, destructiveness, shy and timid.

Unit – VI Concept of Creche

Creche - Meaning, need, importance of organization, Elements of organization and Administration, Difference between creche and preschool.

Unit – VII Resource Management

- a) Location, site and building
- b) Types of rooms, arrangement of room (activity centers), ventilation, lighting and safety
- c) Playground
- d) Play equipment – types, criteria for selection, safety aspects – indoor and outdoor games
- e) Storage facilities
- f) Maintenance of furniture, equipment
- g) Provision of safe drinking water and sanitary facilities

Unit – VII Personnel Management

- a) Role and qualities of teacher and care taker and other staff involved in welfare and care of children
- b) Teacher-child ratio
- c) Need and importance of in-service training d) sickness of child and immunization.