



## COVID-19 Policies to Attend In-person Training Events

### Attending an Event:

- Prior to arrival for the event you are required to complete a COVID-19 Waiver and Acknowledgement form and complete a [health assessment](#)
- Face masks required. Must be worn while on the premises and cover mouth and nose entirely. If you are unable to wear a mask, for medical reasons or otherwise, will need to find an online alternative. – [Do's and Don'ts to Properly Wear a Face Mask](#)
- Strict no “walk-in” training attendance enforcement; if you do not pre-register you will be turned away
- Compliance with social distancing measures and other safety procedures is expected before, during and after the training
- Refunds or transferring will be allowed on a case by case basis to ensure participants do not attend training and stay home if feeling unwell
- We request that you **notify our Child Care Aware office immediately** if you develop symptoms or test positive for COVID-19 after attending an in-person training
- No eating or drinking before, during, or after training event while in the venue
- At least 24 hours prior to training notify Child Care Aware if you are bringing an interpreter
  - All interpreters must follow the same health and safety guidelines that training participants are required to follow (Interpreter should follow social distancing, unless interpreter is a member of participant’s family living in the same place)

**Failure to comply with these COVID-19 Training Policies will result in not receiving credit for the training event.**

## Training Coordination

Guidelines will be followed from [MDH’s Seated Entertainment & Meeting Venues](#), including but not limited to:

- 6 feet of physical distance between attendees
- Capacity no greater than 25%
- Masks required at all times
- Cleaned and sanitized training spaces

## Cancellation Policy

Training may be canceled at any time due to health and safety concerns at the direction of the Child Care Aware agency, Department of Human Services, and/or Governor Walz.

- Decision to host events will be based on local COVID numbers - in accordance with the MN [Safe Learning Plan](#)
- If a training is cancelled, you will be notified by email or phone using the contact information on Develop

## Child Care Aware NW – Professional Development Contacts

Email: [mntraining@caplp.org](mailto:mntraining@caplp.org) or call 218-512-1579

To find your local Child Care Aware organization, go to: <https://www.childcareawaremn.org/contact-us/>