



## Professional Learning Plan

This Professional Learning Plan (PLP) was created to assist in maintaining compliance with rule 591-1-1-.31(2)3 which states that if a newly hired lead teacher does not possess one of the educational and qualifying child care experience requirements listed in 591-1-1-.31(2)(b)2, the Child Care Learning Center (CCLC) may hire this individual as a lead teacher if the following requirements are met:

- The lead teacher enrolls in a program of study to obtain one of the educational credentials and qualifying experience requirements within six (6) months after becoming employed at the CCLC and completes the credential or degree within eighteen (18) months after enrollment; and
- The CCLC prepares, in writing, a professional learning plan outlining the newly hired lead teacher's agreed upon steps in obtaining one of the credentials or degrees listed in the rule.

**Name:** \_\_\_\_\_ **Position:** \_\_\_\_\_

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

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **ZIP:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_

**Date Enrolled in Program:** \_\_\_\_\_

**Content Area of Credential or Degree:** \_\_\_\_\_

**Anticipated Date for Completion of Credential or Degree:** \_\_\_\_\_

**Credential or Degree Individual is Seeking:**

- Child Development Associate (CDA) credential issued by the Council for Professional Recognition
- Technical Certificate of Credit (TCC) in Early Childhood Education, Child Development, Infant/Toddler, Family Child Care, School Age/Youth Care or Program Administration
- Technical College Diploma (TCD) in Early Childhood Education, Child Development, Infant/Toddler, Family Child Care, School Age/Youth Care or Program Administration
- Associate Degree in Early Childhood Education, Child Development, or a related field (AA, AAS; AAT)
- Bachelor's Degree in Early Childhood Education (ECE) or Child Development from an accredited college or university (BS, BA)

**Note:** Once the Child Care Provider completes twenty-five quarter hours (25) or fifteen semester (15) hours of Early Childhood Education (ECE) or Child Development coursework from an accredited college or university, the Department can accept the completed coursework as meeting the educational requirements. A transcript is required to verify the credit hours.

40 Hour Director Training course approved by the Department

**Note:** This credential is only eligible for the Director who has been working as an on-site Child Care Learning Center Director for a minimum of five (5) years.

<b>Name of Department-Approved Trainer Providing CDA Credential Coursework:</b>	
_____	
<b>Trainer Code:</b> _____	<b>Course Code:</b> _____
<b>Phone:</b> _____	
<b>Email:</b> _____	

**OR**

<b>Name of College or University:</b> _____
<b>Address:</b> _____
_____
<b>Phone:</b> _____

Names and numbers of courses to be completed during the current year and ongoing updates of the names and numbers of courses to be completed for the following year(s). Documentation of successfully completed coursework is required to be kept on file as well.


Please ensure that a copy of the credential or degree awarded by the Council for Professional Recognition, Technical College or University is maintained in the staff person file for Child Care Services Licensing review and is submitted to the Georgia Professional Development system for electronic record retention.