

Facilities requirements to conduct a CPS class, consists of the following:

The location of the class needs to be within a few short miles of eating establishments. The lunch break is no more than 1 hour and having restaurants close by helps tremendously.

The classroom for the CPS certification training must be a dedicated classroom big enough for double the number of students. (a secure classroom where equipment can be securely stored for the 3 days) The room needs to have tables and chairs for all the students and instructors. The classroom needs to be in close proximity to a parking lot where everyone can park and do demonstrations and exercises.

A successful class will utilize as many vehicles as possible to help students learn the differences between seatbelt systems. A minimum of 5 vehicles is required but a ratio of 1 $\frac{1}{2}$ vehicles per student is ideal. The class lasts for 3 days from 8am - 5pm. On the third day there is a **mandatory** carseat check for 2 hours (from 2:30-4:30) and parents, with cars and carseats must attend so the students can successfully complete the class. The students must educate parents on proper installation of carseats as the final step to gain national certification.

The class size is from a minimum of 8 students to a maximum would be 15. Six week's notice is required so that the certifying body (National SAFE Kids) can log the class and ship student materials. To check the calendar for possible dates for the class go to www.cpsalabama.org and refer to the calendar. Then click on the email link with several possible dates for the class. Once a date has been agreed to; email the exact address, a contact person at the location, and a phone number so that the class may be registered.

The day of the class all instructors will arrive 30 minutes before the class (7:30) with all other items required for the class. Typical items brought are: Carseats, training materials and AV equipment (if the training room has AV equipment already, even better). Make sure the students dress comfortably and bring layers for the unexpected weather. The class is taught both in the classroom and outside. A covered drive thru or fire station would be ideal in case the weather turned especially bad.

The grant covers all class expenses (instructor fees, student materials and registration for all students). What isn't covered is any food, snacks or water for the class. It would be really nice if the students and instructors had water and snacks for the class.