

# NATIONAL CHILD PASSENGER SAFETY CERTIFICATION TRAINING

## Activities, Equipment, Supplies June 2007

### SUPPLIES

- Key tags
- Name tags
- Table tents
- Vehicle ID # cards
- “Child” ID tags (ht/wt)
- Highlighters (1 per student)
- Belt shortening clips (1 per 5 students)
- Locking clips (1 per 2 students)
- Seat belt webbing (36” – 1 per student)
- Checklist forms (1 per student) Use the form you will use at your checkup event
- Clipboards (1 per student and instructor team)

### MANUALS

- Vehicle owner’s manuals
- CR Instructions for every CR used in class (if missing, go online to manufacturer’s website and download- make copy then keep master on file)
- LATCH manual

### MATERIALS TO BE PRINTED OR PROVIDED BY INSTRUCTOR

- CPS Practical Skills for Re-Certification Log (1 per student)
- Personal Recertification Log (1 per student)
- Appeals Cover Sheet (1 per student)
- Written test questions (1 per student)
- Written test answer sheet (1 per student)
- Hands on Skills Test answer sheet (1 per student)
- State law
- Worksheets
- NHTSA Recall list
- Other recall lists (if desired)
- Role play question cards
- Course evaluation form (to be kept by instructor)
- Local CPS resources
- Roster for students

### COURSE ADMINISTRATION/ LEAD INSTRUCTOR: to be kept in training room for reference

- Policies and Procedures Manual
- Certification Course Planning and Logistics Guide
- Check up Event Guidelines
- Written Exam Administration Instructions
- Skills Assessment Administration Instructions
- Fee Refund Applications

### CLASSROOM EQUIPMENT

- Dolls: Plan for 1 doll type for every 4 students. (i.e., Twenty students in class have 5 infant dolls; 5 toddler dolls; 5 booster dolls; 5 big kids.) Dolls can be teddy bears, etc. that mirror child size.
- INSTRUCTIONS for ALL CRs used in class

### Child Restraints (CR) USE A MIXTURE OF OLDER AND NEWER SEATS

#### REAR-FACING

- Car bed
- Infant only carrier
- Infant with base
- Infant only base with angle adjuster foot
- 3 pt harness with “O” ring harness adjuster
- 5 pt harness with rod/slot; rear pull; front adjust; rear automatic adjust slide
- Convertible with “birth to....” weight limit
- Convertible with “5 pounds to .....” weight limit
- Convertible or infant only with “4 pounds to...” weight limit
- Infant only with rigid lower anchors (and possibly tether)
- Infant only with flexible lower anchors
- Convertible with rigid or flexible lower anchors
- Angle indicators

#### FORWARD FACING

- Convertible that must ride upright
- Convertible that can semi-recline
- Convertible with flexible lower anchors and tether
- Convertible with rigid lower anchors and tether
- Convertible with 5 pt harness; tray shield; t-shield
- Convertible with front adjust harness (pull adjust on shell or mechanism on harness)
- Forward facing only seat with harness
- Forward facing only harness adjuster on harness; pull adjust on shell; rear mounted adjust
- Convertible or forward facing only to higher weights
- Modified vest
- Vest
- Special needs CR

#### BOOSTER

- Backless with shoulder adjust
- High back

## Non-regulated (aftermarket) products

- Noodles
- Toys (soft and hard) that hang from CR handle
- Mirrors
- Sun shades
- Harness covers
- Head supports
- Shoulder belt adjusters
- Seat belt simulator (like a dial-a-belt)

## VEHICLES

- 4 door
- 2 door
- Pick up truck (no back seat)
- Pick up truck (with back seat)
- SUV
- Van
- Sports car
- Police car

### Vehicle features

- Rear facing passenger seat
- Pull down passenger seat
- Side facing passenger seat
- Lower anchors (how many sets?)
- Tethers (how many?)
- Integrated CR
- Shoulder belt adjusters
- 60/40 split passenger seat
- Visibly identified contoured seats
- Airbags (how many and where?)

### Seat belt systems

- Lap only belt
- Lap and shoulder belt with locking latchplate
- Lap and shoulder belt with sliding latchplate
- Lap and shoulder belt with switchable latchplate
- ELR
- ALR
- Automatic shoulder belts with manual lap belts

## ACTIVITIES

### Chapter 1

- Meet Your Neighbor
- Tough choices role play
- Chapter Review

### Chapter 2

- How Do You Prevent An Injury From Becoming Serious?
- Chapter Review

### Chapter 3

- No activities
- Chapter Review

### Chapter 4: Teach most outside at cars

- Video Clips
- Pre-crash locking latchplates
- Pre-crash locking retractors
- Putting it all together
- Identifying retractors and latchplates
- Chapter Review

### Chapter 5: Teach most outside

- Video clips
- Identifying latchplates and retractors
- How to use a locking clip
- Belt shortening clip demonstration
- How to use a belt shortening clip
- What would you do to provide a pre-crash locked seat belt
- Chapter Review

### Chapter 6

- Finding LATCH in the owner's manual
- Finding LATCH in vehicles
- LATCH discussion
- Chapter review

### Chapter 7

- Video Clips
- Explaining Airbags
- Finding airbag information in vehicles
- Chapter review

### Chapter 8

- Video Clips
- Using the CR manual
- Chapter review

### Chapter 9

- Video Clips
- Identifying Rear Facing CR
- Selecting and installing the CR
- Communicating best practice and tough choices: role play
- Chapter review

## Chapter 10

- Video Clips
- Harness adjustment and weight limits
- Belt paths
- Identifying misuse in the classroom
- Discussion: selection criteria
- Communicating best practice with parents: role play
- Selecting and installing CRs
- Chapter review

## Chapter 11

- Video Clips
- Installing a booster seat
- Chapter review

## Chapter 12

- Video Clip
- Communicating best practice to parents: role play
- Chapter Review

## Chapter 13

- Chapter Review

## Chapter 14

- Where everyone sits: Installation and seating position chart activity (2 charts)
- Chapter review

## AUDIO VISUAL EQUIPMENT

- Computer
- LCD projector
- Screen
- White or Black board
- Newsprint flip chart

## SUGGESTED ROOM SET UP

- Allow for extra space for student seating
- Designate space for hands-on work inside
- Open “U” table set up enables students to see each other and instructors
- Find easy access to parking lot
- Have lunch brought to classroom to save time

