

Instructor:

Michelle Carreiro

202B

780-791-8968 (office) 780-370-6374 (cell)

Michelle.Carreiro@keyano.ca

Office hours:

Tuesdays 3:00 pm - 4:00 pm

Wednesdays 12:00 pm - 2:00 pm

Fridays 10:30pm – 12:30 pm

Hours of Instruction:

Wednesdays 10:00am – 12:00pm

Room 216

Course Description:

This course emphasizes the importance of optimal nutrition, health and safety practices for young children and the staff who work with them in early childhood settings. Alberta's child abuse protocol will be covered.

1 credit, 15 hours, 8 weeks

Required Resources:

Reference material will be supplied by the instructor.

Course Outcomes:

Health and Safety:

By the end of the course, the students will:

1. Develop an awareness of preventative health for the toddler, preschool and school-aged child.

2. Identify safety issues and describe appropriate measures to prevent childhood injury.
3. Demonstrate an understanding of various health concerns that may affect the young child.
4. Examine and identify ways to protect children from dangers online.
5. Recognize how to respond to neglect and abuse when suspected and/or identified in children.

NOTE!! If class is cancelled, for whatever reason, any assignments will be due and submitted at the **BEGINNING** of the following class.

Methods of Evaluation:

Health and Safety:

Participation in Child Protection session	5%
In class assignments	5%
Assignment #1	20%
Assignment #2	20%

***Students will choose from a selection of assignments, details and rubrics to be distributed in class**

The grading scale for this course is:

Legend			
Percentage Scale	Alpha Grade	4.0 Scale	Descriptor
94-100	A+	4.0	Excellent
	A	4.0	
90-93	A-	3.7	
86-89	B+	3.3	Good
80-85	B	3.0	
75-79	B-	2.7	
70-74	C+	2.3	Satisfactory
65-69	C	2.0	
60-64	C-	1.7	
56-59	D+	1.3	Poor
50-55	D	1.0	Minimum Pass
0-49	F	0.0	Failure

In accordance with Keyano College policy, the minimum progression grade for this course is a C-.

Performance Requirements:

Course assignments have set due dates to manage both instructor and student workloads. Changes to due dates may occur to adjust overall student workload based on class consensus.

The department policy (revised 2005) regarding student evaluation states that:

- Assignments are to be submitted in class on their respective due dates. If a student is absent from class, the assignment will be considered late.
- Individual extensions require students to contact and ask permission from the instructor prior to the assignment due date. In addition, a signed request for extension, including the extenuating circumstances must be submitted at that time or as soon as possible.
- For assignments that are late without written permission:
 - a grade will be deducted for assignments up to 3 days late. e.g. a B assignment will become a B-
 - an additional grade will be deducted for assignments that are 4 – 7 days late; i.e.: An assignment with a grade of B now becomes a C+
 - no assignments will be accepted after 1 week past the due date.
- ***No assignments will be accepted after the beginning of the class on final date of the course. The final due date for this course is February 20th, 2013.***
- Since final exams are not a component of ELCC or EA courses and because learning is participatory, attendance and participation are part of the course grade. ***80% attendance and word-processed assignments when required by the instructor, are necessary to achieve a final grade of B or higher in ELCC and EA courses.***
- A grade of B on an assignment recognizes that the student has met the basic requirements and knows the applicable content thoroughly enough to be able to apply it. A grade of less than B brings attention to the student that there are gaps in understanding the content and skills required for that assignment. Students should use the criteria for assignments to guide assignment work.
- A grade of B+ or higher acknowledges excellence in quality and quantity of work. The student's assignment is above the basic requirements.

Plagiarism and Cheating

Every student expects to be treated and evaluated fairly in a course. Plagiarism and cheating robs everyone of this right.

No student may submit words, ideas or data of another student or person as his or her own in any writing, project, assignment, quiz, electronic presentation, exam etc. Any work used that is not the student's own must be clearly cited as belonging to someone else. There are penalties for using other's work and not citing it. The Student's Rights & Responsibilities document clearly outlines these penalties and the appeal process.

- No learner can obtain information from another student during an exam.
- No learner can bring unauthorized information (paper or electronic) into an exam or quiz.
- No student can submit work done in another course for grading in this course without the written prior approval of the course instructor.
- No student can submit copyright protected or commercially produced materials as part or all of an assignment without proper citation & permission.

Academic Regulations

Please use this link to view Keyano College's Academic Regulations: <http://www.keyano.ca/Media/Collections/Calendars/Keyano.Calendar1011-02-academicregulations.pdf>

Academic Schedule

Scroll down to page 8 of this document to review the academic schedule: <http://www.keyano.ca/Media/Collections/Calendars/Keyano.Calendar1011-01-introduction.pdf>

Please note the following dates for Winter 2013:

January 1	College closed (New Year's Day)
January 7	Winter semester begins for academic programs Tuition deposit is non-refundable as of the first day of classes
January 11	Last day to add courses for academic programs Winter semester fees due
January 14	\$100 late fee is added if all fees are not paid in full, Financial Hold applied
January 18	Last day to drop courses for academic programs Last day to withdraw from full year courses without academic penalty Last day to waive KSCA Health & Dental Plan (new Winter student only)
February 15	Last day to withdraw from courses with 50% refund of tuition fees

February 18	College closed (Family Day)
February 25- March 1	Reading Week. No classes for academic programs
March 8	Last day to withdraw from courses without academic penalty
March 29	College closed (Good Friday)
April 1	College closed (Easter Monday)
April 25	Last day for Academic upgrading and Childhood Studies

Specialized Supports & Duty to Accommodate:

Disability Support Services: Learner Assistance Program

If you have a documented disability or you think that you would benefit from some assistance from a Disabilities Counsellor, please call or visit the Disability Supports Office 780-792-5608 to book an appointment (across from the library). Services and accommodations are intended to assist you in your program of study, while maintaining the academic standards of Keyano College. We can be of assistance to you in disclosing your disability to your instructor, providing accommodations, and supporting your overall success at Keyano College.

Specialized Supports and Duty to Accommodate

Specialized Support and Duty to Accommodate are aligned with the office of Disability Support Services: Learner Assistance Program (LAP) guided by federal and provincial human rights legislation, and defined by a number of Keyano College policies. Keyano College is obligated by legislation to provide disability-related accommodations to students with identified disabilities to the point of undue hardship.

Authorization:

This course outline has been reviewed and approved by the Program Chair.

Michelle Carreiro, Instructor

Sherry Duncan, Chair

Date Authorized

Guy Harmer, Dean

Date Authorized

Signed copies to be delivered to:

Instructor
Registrar's Office