



**Course Outline**

**CHILDHOOD STUDIES**

**EA 210A  
Practicum 2  
Winter 2015**

**4 CREDITS**

**INSTRUCTOR: Sherry Duncan  
Jan Cox**

<b>INSTRUCTOR:</b>	<b>Jan Cox</b>	<b>Sherry Duncan</b>
<b>PHONE NUMBER:</b>		(780) 791.4840 (office) (780) 714.0745 (home)
<b>E-MAIL:</b>	<u>Jan.Cox@keyano.ca</u>	sherry.duncan@keyano.ca
<b>OFFICE NUMBER:</b>	By Appointment	213A Monday 12:00 to 2:00 Tuesday: 5:00 – 6:00 Wednesday: 1:00 – 3:00

**HOURS OF INSTRUCTION:**

Practicum hours vary depending on when the student is in their practicum placement.

**Course Description:**

This course allows the students to build on skills learned in Practicum I and to demonstrate increasingly complex communication, guidance and problem solving skills with children. Placements for this practicum will be with mentor teacher/educational assistant teams in middle and upper elementary grades or older.

*Prerequisite: EA 110 and EA 125, and 10 certificate courses*

*Co-requisite: EA 225*

*4 Credits, 150 Hours*

**Course Outcomes:**

By the end of the course, students will:

1. Demonstrate a familiarity with classroom practices and routines and take responsibility for accomplishing tasks (both assigned and independently)
2. Demonstrate skills in collaborative planning with staff and other school personnel.
3. Demonstrate effective communication skills with students, parents, and staff.
4. Keep accurate records of student learning and progress.
5. Contribute ideas to and practical application of solving problems.

6. Successfully adapt classroom assignments to meet the learning needs of students under the supervision of the classroom teacher.
7. Develop technical skills with computers and a variety of related software.
8. Demonstrate the ability to competently apply their knowledge, skills and attitudes in each of the following settings:
  - within a classroom
  - with small groups of children either in the classroom or pull out
  - with individual children in 1 on 1 settings

### **METHOD OF EVALUATION:**

**Practicum (EA 210) is evaluated on a pass or fail basis.** A student must succeed in both Practicum II (EA 210) and Practicum Seminar II (EA 225) in order to receive a passing grade in both.

If the student is going to miss a practicum day, for any reason, they must contact both the school and their practicum supervisor. Failure to do so will be considered unprofessional practice. A warning will be issued and if continued may result in removal from the practicum placement and a failing grade will be issued.

### **Performance Requirements:**

#### **1. Practicum book:**

The Practicum book is the evidence of practical application that student is able to document and apply their knowledge skills and attitudes in a practical setting. The successful completion of the practicum book is necessary to pass this course.

The following competencies must be met in order to receive a passing grade in both practicum and seminar:

- Practical Behaviour
- Using Feedback to improve practice
- Carry out staff responsibilities and program routines
- Model a responsible and enthusiastic approach to working with children by carrying out activities and assignments as planned with the sponsor teacher(s).
- Work harmoniously as a member of your teaching team.
- Plan and carry out a range of experiences for students.
- Communicate appropriately
- Understand the range of services provided to students with exceptionalities as well as the professionals who provide services to students and their families.

- Develop awareness of the adaptive devices used by students with exceptionalities.
- Appropriately apply curriculum knowledge to classroom learning activities.
- Respond using appropriate guidance techniques.
- Support children learning to solve their problems.
- Gain skills in using a variety of equipment and resources in preparing classroom and materials and working with students.
- Provide quality classroom support

<b>Booklet Collection dates:</b>	
<b>Submission #1</b>	<b>Monday, Feb 02</b>
<b>Submission #2</b>	<b>Monday, Mar 09</b>
<b>Submission #3</b>	<b>Monday Mar 30</b>
<b>Portfolio Due</b>	<b>Monday Apr 10</b>
<b>Coach Feedback due</b>	<b>Monday, Apr 13</b>
<b>Self-Evaluation due</b>	<b>Monday, Apr 20</b>
<b>Final Submission</b>	<b>Monday, Apr 20</b>

## 2. Developmental Portfolio

An organized, well documented portfolio must be prepared using one child through the course of the semester. The student will choose a child with support from the teacher and CST/LAC. Then, permission will be requested from the parent. Two examples of development will be documented in each of the core areas of development: Social, Physical, Intellectual, Creative & Emotional plus Moral. We will discuss this process and the collection of materials many times during our practicum seminar. The student will use their practicum time to collect the information. It will be compiled and presented in a thoughtful, attractive document for the end of the semester and will be provided as a gift to the child and the parent(s)/ guardian. The document will be a comprehensive representation of the active learning that the student has accomplished through the semester.

### Proposed Topics:

- Orientation to practicum 2
- Practicum Workbook Orientation
- Professional practice
- Child Development Portfolios
- Problem solving and guidance
- Ethical Behaviour

- Quality Classroom Support
- Field Debriefing
- Assignment Integration
- Health and Safety
- Working with Children with Exceptionalities

**REQUIRED RESOURCES:****Required Texts:**

Practicum Workbook (REPROPACK)

**MOODLE**

Go to <http://ilearn.keyano.ca>

This course is supported through Moodle. Login information will be provided by your instructor. For further instructions please see the Moodle handout.

**EVALUATION:**

**Seminar (EA 225) is evaluated on a pass or fail basis.** A student must succeed in both Practicum I (EA 210) and Practicum Seminar I (EA 225) in order to receive a passing grade in both.

**Requirements:**

Group participation is a major component of the seminar; therefore **regular attendance is required**. Attendance of less than 80% without confirmation of extenuating circumstances and arrangements to address missed practicum content in an alternate way will result in a failing grade.

**Important - Please note:** A complete practicum book is necessary to achieve a passing grade. An incomplete book will result in failing practicum and thus a failing grade in practicum seminar.

**In accordance with Keyano College policy, Practicum courses are a PASS/FAIL course.**

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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 performance requirements (revised 2014) 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; ie: 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 December 10, 2014**
- 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.

**Students who do not complete all the required work should not expect to pass the course.**

*Students should consult:*

<http://keyano.ca/current-students/students/exams>

### **IMPORTANT DATES for Winter 2015:**

January 1	College Close (New Year's Day)
January 5	Winter semester begins for academic programs Winter semester fees due
January 12	Winter late fee applied
January 16	Last day to drop academic programs
February 13	Last day to drop with 50% refund
February 16	College Closed (Family Day)
February 23 – February 27	Reading Week, No classes for academic programs
March 30	Last day to withdraw (Grade of W, 0% refund)
April 3	College closed (Good Friday)
April 6	College closed (Easter Monday)
April 24	Last day for Childhood Studies Classes
May 8	Convocation

## COLLEGE POLICIES

### Equality, Equity and Respect

The Keyano College is committed to providing an environment of equality, equity and respect for all people within the College community. All members of this community are considered partners in developing teaching and learning contexts that are welcoming to all. Faculty, staff, and students are encouraged to use inclusive language to create a classroom atmosphere in which students' experiences and views are treated with equal respect and valued in relation to their gender, ethnic and cultural background, and sexual orientation.

*Students should consult:*

<http://keyano.ca/current-students/individual-rights>

### 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.

### Student Rights & Responsibilities

Students should consult the Keyano College Credit Calendar or online at:

<http://www.keyano.ca/Media/Collections/Calendars/Keyano.Calendar1112-10-full.pdf>

### Specialized Supports and 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.



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**4 CREDITS**

\_\_\_\_\_  
**Jan Cox, Practicum Supervision**

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**Date**

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**Sherry Duncan, Instructor**

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**Date**

**Reviewed and approved by:**

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**Vincella Thompson, Dean**

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**Date**