ELCC 110 Practicum I
4 Credits, 15 weeks, 165 hours
Students have an opportunity to put theory into practice by working with children in the Keyano preschool and community settings including daycare, preschool and kindergarten classes. Students must provide their own transportation to assigned Practicum, keep time sheets, and daily record of progression in the Practicum booklet. Practicum may be repeated or extended when deemed necessary by the ELCC department.

Pre-requisite or co-requisite for this course: ELCC 125 and 3 first year courses including ELCC 104.

Instructor
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Office Hours
Hope:
Tuesdays 12:00 pm- 1:00 pm
Wednesdays 3:00 pm- 4:00 pm
Fridays 11:00 am- 2:00 pm

Michelle:
Tuesdays 11:00am- 1:00pm
Thursdays 9:30am-11:30am
Or by appointment

Hours of Instruction
Weekdays September 12- December 8th, 2016

Required Resources
Practicum Booklet (REPROPACK)

Course Outcomes
By the end of this course, students will:
1. Implement necessary work habits to be successful in the community setting environment.
2. Demonstrate professionalism by: maintaining confidentiality, inquiring about the program and program policies, communicating in an effective manner, participating as a team member and using feedback for improving practice.

3. Take progressively more initiative for staff responsibilities and routines, contributing ideas/resources and planning for children's learning experiences.

4. Apply Health and Safety understandings and practices personally and through the daily supervision of children.

5. Demonstrate a willingness to listen and speak to children as an interested partner in communication.

6. Use a problem-solving guidance approach as discussed in ELCC 104.

7. Observe, support and record children's progress through the creating of materials and learning resources.

8. Observe and work within the developmental abilities of individual children.

**Evaluation**

In accordance with Keyano College policy, Practicum courses are a **PASS/FAIL** course. A student must succeed in both Practicum I (ELCC 110) and Practicum Seminar I (ELCC 125) in order to receive a passing grade in both.

Skills and responsibilities increase in complexity throughout the practicum. Discussions between student, practicum coach, and College Consultant will allow the student to set goals for continuing development. Each student will keep track of her/his progress in a practicum skills booklet and demonstrate understanding by keeping quality, dated records in the practicum booklet. College Consultants will review booklets regularly. Practicum coaches will be asked to provide feedback.

**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.

**Grading System**

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.

**Proposed Topics:**

- Orientation to Practicum
- Practicum Workbook Orientation
- Developing an understanding of the rhythms of child care
- Working as part of a team
- Ethical Behaviour
- Code of Conduct
- Field Debriefing
- Assignment Integration
- Health and Safety

**Please Note:**

It is your responsibility as a student to contact the Office of the Registrar to complete the forms for Withdrawal or Change of Registration, and any other forms. Please refer to the list of important dates as noted in the Academic Schedule in the Keyano College Credit Calendar.

**Performance Requirements**

**Student Attendance**
Class attendance is useful for two reasons. First, class attendance maximizes a student’s learning experience. Second, attending class is a good way to keep informed of matters relating to the administration of the course (e.g., the timing of assignments and exams). Ultimately, you are responsible for your own learning and performance in this course.

It is the responsibility of each student to be prepared for all classes. Students who miss classes are responsible for the material covered in those classes and for ensuring that they are prepared for the next class, including the completion of any assignments and/or notes that may be due.

**Academic Misconduct**

Students are considered to be responsible adults and should adhere to principles of intellectual integrity. Intellectual dishonesty may take many forms, such as:

- Plagiarism or the submission of another person’s work as one’s own
- The use of unauthorized aids in assignments or examinations (cheating)
- Collusion or the unauthorized collaboration with others in preparing work
- The deliberate misrepresentation of qualifications
- The willful distortion of results or data
- Substitution in an examination by another person
- Handing in the same unchanged work as submitted for another assignment
- Breach of confidentiality.

The consequences for academic misconduct range from a verbal reprimand to expulsion from the College. More specific descriptions and details are found in the Student Rights and Student Code of Conduct section of the Keyano College 2016-2017 credit calendar. It is the responsibility of each student to be aware of the guidelines outlined in the Student Rights and Student Code of Conduct Policies.

**Specialized Supports**

**Counselling and Disability Services**

Counselling Services provides a wide range of specialized counselling services to prospective and registered students, including personal, career and academic counselling.

**SKILL Centre**

The SKILL Centre is a learning space in the Clearwater Campus at Keyano College where students can gather to share ideas, collaborate on projects and get new perspectives on learning from our tutorial staff.

The SKILL Centre, through a variety of delivery methods, provides assistance in skill development to Keyano students. Assistance is provided by instructors, staff and student tutors. Individuals wishing to improve their mathematics, writing, grammar, study, or other skills, can take advantage of this unique service.
Authorization
This course outline has been reviewed and approved by the Program Dean.

__________________________________________
Hope Moffatt, Instructor

__________________________________________
Michelle Carreiro, Instructor

Vincella Thompson, Dean  Date Authorized

Signed copies to be delivered to:
Instructor
Registrar’s Office