Course Outline

CHILDHOOD STUDIES

ELCC 303 A
Child and Family
Fall, 2014

2 CREDITS
2 HOURS PER WEEK

INSTRUCTOR: Sherry Duncan
INSTRUCTOR: Sherry Duncan

PHONE NUMBER: (780) 791-4840

E-MAIL: sherry.duncan@keyano.ca

OFFICE NUMBER: 213 A

OFFICE HOURS:
Monday 12:30 – 2:30
Wednesday 7:00- 8:30 on line
Friday 10:00 – 12:00

HOURS OF INSTRUCTION:
Friday 12:00 – 2:00

COURSE DESCRIPTION:

This course is designed to increase students’ understanding of family dynamics and family diversity. The challenges to, and supports for family participation in early childhood programs are examined. A collaborative approach to family-staff communication and involvement will be applied to each student’s unique work situation.

2 Credits, 30 hours

PRE-REQUISITE(S):

Prerequisites: ELCC Certificate or permission of the Program Chair

COURSE OUTCOMES:

Course Outcomes:

By the end of this course, students will:

1. Realize the range of perspectives for understanding the family, including the family systems and ecological approaches.
2. Gain knowledge of the nature, dynamics and development of the modern family.
3. Develop increased sensitivity to the diversity of families.
4. Discuss how to establish and support collaborative relationships between families and the early childhood program.
5. Be able to apply specific ways of enhancing family-staff communication to one’s unique work situation.
6. Understand and support families facing challenges of having children in care including separating from children, balancing home and work, and financial pressures.
The class will proceed throughout the semester according to the needs, skills and interests of the group. Each group of people presents a unique blend of personalities and abilities. Accordingly, the course content will reflect the needs and nature of the group and the individuals within the group.

REQUIRED RESOURCES:

TOPICS TO BE COVERED:
- Child in context of Family and Community
- Supporting Families with Autonomy-Seeking Youngers
- Schools and Early Care and Educational Programs as Community Resources
- Changing Face of Canadian Families
- Building Effective Partnerships
- First Impressions
- Ways to Involve Families
- Verbal Communication with Families
- Family-Teacher Conferences

Please Note:
Access to Families (day care, preschool, school age care, day home, resource center etc) is necessary to complete the requirements of this course.

MOODLE

Go to [http://ilearn.keyano.ca](http://ilearn.keyano.ca)

This course is supported through Moodle. Assignments, readings and handouts will be posted on Moodle. Login information will be provided by your instructor. For further instructions please see the Moodle handout.

EVALUATION:

METHODS OF EVALUATION:
A. Attendance and Participation Value: 30%
   Class sessions will be participatory to provide opportunities to share readings and family stories, explore new ideas with colleagues, and to relate course content to practice. You will be acknowledged for being ready for class, participating thoughtfully, and for contributing to a positive learning environment. This will include a journal that we will keep during class time.

B. Course Assignments
   Value
   1. Feedback Project 20%
   2. Parent Involvement Project 20%
3. *Planning a Meeting*  
4. *Parent Conference (In class)*  

Each project will be reviewed in class and a criteria sheet will be provided. It is the responsibility of the individual student to access missed information or further clarification out of class.

**GRADING SYSTEM:**

<table>
<thead>
<tr>
<th>Letter Grade</th>
<th>Description</th>
<th>Grade Points</th>
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</thead>
<tbody>
<tr>
<td>A+</td>
<td>Excellent</td>
<td>4</td>
</tr>
<tr>
<td>A</td>
<td>Excellent</td>
<td>4</td>
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<tr>
<td>A-</td>
<td></td>
<td>3.7</td>
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<tr>
<td>B+</td>
<td>Good</td>
<td>3.3</td>
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<tr>
<td>B</td>
<td>Good</td>
<td>3</td>
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<tr>
<td>B-</td>
<td></td>
<td>2.7</td>
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<tr>
<td>C+</td>
<td>Satisfactory</td>
<td>2.3</td>
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<tr>
<td>C</td>
<td>Satisfactory</td>
<td>2</td>
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<tr>
<td>C-</td>
<td></td>
<td>1.7</td>
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<tr>
<td>D+</td>
<td>Minimal Pass</td>
<td>1.3</td>
</tr>
<tr>
<td>D</td>
<td>Minimal Pass</td>
<td>1</td>
</tr>
<tr>
<td>F</td>
<td>Failure</td>
<td>0</td>
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</tbody>
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Students intending to transfer to other institutions require a ‘C-’ as a minimum grade. Transfer information on each course is available at the [Alberta Council on Admission and Transfers](http://www.alberta.ca).  

**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 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 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 _12_, 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 Fall, 2014:

<table>
<thead>
<tr>
<th>September</th>
<th>Orientation day</th>
<th>Tuition for Fall semester is due. Late fee of $100 charged on any outstanding balance after this date</th>
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<tbody>
<tr>
<td>Tuesday, 2</td>
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<td>Last day to add courses for academic programs</td>
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<td>Wednesday, 3</td>
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<tr>
<td>Tuesday, 9</td>
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<td>Last day to drop courses for academic programs. Last day to waive health and dental benefits.</td>
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<td>Tuesday, 16</td>
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<td>Fall Awards application deadline</td>
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<td>Tuesday, 30</td>
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<tr>
<td>October</td>
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<td>Last day to withdraw from courses with 50% refund of tuition fees.</td>
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<td>Friday, 10</td>
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<tr>
<td>Monday, 13</td>
<td>Thanksgiving Day, College closed.</td>
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<td>Friday, 24</td>
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<tr>
<td>November</td>
<td>Remembrance Day, No classes</td>
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<td>Tuesday, 11</td>
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<td>Thursday, 25</td>
<td>Keyano College Student Awards ceremony</td>
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<td>December</td>
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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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ELCC 303
Child and Family
Fall, 2014

2 CREDITS
2 HOURS PER WEEK

_____________________________   _____________________________
Sherry Duncan, Instructor   Date

Reviewed and approved by:

_____________________________   _____________________________
Vincella Thompson, Dean   Date