**Course Section:** 52153 **Instructor:** Nancy Marsh

**Unit load:** 3 **Phone:** 638-0300ext. 3249

**Class Meets:** M, W 11:00 – 12:15 **E-Mail:** nancy.marsh@reedleycollege.edu

**Room:** CCI 205  **Office:** Child Dev. Center Office

**Office Hours:** Mondays and Wednesdays from 9:30 – 10:30; Virtual Office Hour on Fridays from 8:00 – 9:00 am; or by appointment. *\*Virtual Office Hour Instructions: Email instructor during virtual office hour and instructor will respond with your answer or direction on how to enter a chat for further help.*

**Course Description:** This course covers an introduction to the laws, regulations, standards, policies and procedures and early childhood curriculum related to child health, safety and nutrition. Topics include prevention, detection, and management of communicable disease; medical issues associated with disabilities and chronic illness; physical health; mental health and safety for both children and adults; collaboration with families and health professionals. Integration of the concepts discussed into planning and program development for children ages 0 to 5 will be emphasized.

**Student Learning Outcomes:** Upon “successful” completion of this course, students will be able to:

1. Describe strategies used to promote health, safety, and nutrition of children and adults in early childhood settings.
2. Evaluate environments for both positive and negative impacts on children’s health and safety.
3. Identify regulations, standards, policies, and procedures related to health, safety, and nutrition in early childhood settings.

**Required Text:**

* This is an Open Educational Resources (OER) course and does NOT have a textbook. Instead you will be assigned readings on Canvas.

**Course Details:**

1. There are two parts to every course you take: 1) class meetings/discussions and 2) out of class study/work time. This course is worth 3 units, which means that we will spend 3 hours together each week in class meetings/discussions and YOU should spend 6 hours a week studying the course materials and completing assignments outside of the classroom (study/work time).
2. **Extra Credit is not available for this course.**
3. PowerPoint presentations shown in class will be available in a PDF format on Canvas. These presentations are provided to help you understand the course information.
4. **This course uses Microsoft Word compatible and PDF documents.** If you work is submitted using another type of file that cannot be opened, then you will receive zero (0) points for that assignment.
5. **Canvas has it ALL.** All of the reading materials, quizzes, and assignments will be made available to you on Canvas. To visit Canvas, simply click on the link under the “On-Line Services” tab on the Reedley College Web-page at [www.reedleycollege.edu](http://www.reedleycollege.edu). You will need a computer or device that had internet capabilities to access Canvas. If you do not have one, you can use one of the computers in the RC Library.
6. Because we have a limited time together during class meetings, you need to understand that we **will not** be able to discuss everything during class meetings. If you need extra instruction come and visit me during my office hours.
7. Final Grades are determined on the basis of accumulated points from required assignments.

**Percentage Points Range Grade Percentage Points Range Grade**

90 – 100% 450 - 500 A 60 – 69% 300 - 349 D

80 – 89% 400 - 449 B 0 – 59% 0 – 299 F

70 – 79% 350 - 399 C

**Required Assignments:**

**Unit Quizzes:**

The course is divided into seven (7) units. Each unit will conclude with a quiz. Each quiz is made up of multiple choice questions related to the unit readings and class discussions. You will complete the quizzes using canvas. You can earn up to 100 points toward your final grade from completing the quizzes.

**SLO Assignments:**

The three (3) student learning outcomes (SLO’s) are listed above. Everything we do, read, and discuss during this semester is geared toward helping us to master the SLO’s. You will need to complete three SLO assignments worth 100 points each. These assignments will be available on Canvas later in the semester.

**In-Class Activities:**

Throughout the semester, we will complete in-class activities, both in groups and individually. If you are absent on the day an In-class assignment is given, then you miss the opportunity to complete the assignment. The points for these assignments will make of 100 points of your final grade.

**Course Calendar:**

A copy of the calendar can be found on Canvas. *The discussion topics listed on the calendar are an estimate; daily topics will depend on individual class performances and understanding of the materials. However, the due dates will remain as listed.*

**Having Problems?** If at any time you find you are having trouble succeeding in this course, whether because of a change in your life circumstances or because of something you don’t understand about the materials, please see the instructor. There are several services available to assist Reedley College students in succeeding in their coursework.

**Important Information:**

1. **Syllabus and Class Policies:** These, and other important documents for our course, can be accessed on Canvas. It is your responsibility to read and understand all of the important documents on Canvas.
2. **Extra Credit:** You can earn up to 6% of your final score in extra credit points.
   1. You can earn points for completing the Canvas Syllabus Module (15 points).
   2. You can earn points for perfect and near-perfect attendance. If you miss days or repeatedly arrive late or leave early, then you will not earn these points (15 points).
   3. These are the only ways that extra credit can be earned.
3. **Attendance:** Because we have a limited time together during class meetings, you need to understand that we WILL NOT be able to discuss everything from the textbooks during class meetings. Lecture discussions will enhance some of the textbook readings or will introduce information that is NOT from the textbook. Past student performance has indicated that your successful completion of this course is impacted by daily attendance. If you miss a class meeting, then you will miss important grade determining information.
4. **Missed In-Class Tests/Exams/Quizzes/Activities:** Tests, exams, quizzes, and activities given in-class must be taken on the day scheduled. You will not be allowed to make up a missed test/exam/quiz/activity. **No excuses will be accepted.**
5. **Late Work:** All assignments must be turned in on or before the due date. Late work will only be worth half points regardless of how late the assignment is turned in. Online exams **CANNOT** be turned in late.
6. **Grades in Progress:** Canvas has been set up to show your grade as a working grade in progress. Therefore, all grades have been assigned as 0 at the beginning of the semester. If you complete your assignments, as required during the semester, then you will see your grade rising as we progress through the semester. **If you have any questions about your grade during the semester, please see me during my office hours. Grades will not be discussed over the phone or through email.**
7. **Grading:** All assignments will be graded as quickly as possible, but can take two weeks or more. Please be patient. All exams will be automatically graded on Canvas.
8. **Cheating/Plagiarism:** Cheating and/or plagiarism will not be tolerated. A student will receive no credit for the assignment if in the opinion of the instructor the individual has cheated.
9. **Dropping the Course:** It is YOUR responsibility for dropping the course if you choose. You must drop using the proper procedures through Reedley College Admissions and Records office. If you choose to stop attending class, make sure that you do an official drop, otherwise you might end up with an “F” grade for the course.
10. **Canceled Class Notification:** From time to time a class meeting may need to be canceled. Notification of canceled class will appear in several forms: 1—Official cancel notification from Office of Instruction posted on the door, 2—Notification posted on Canvas site for the class, 3—Notification emailed to students using email addresses from Canvas. If possible, the canceled class notification will also appear on the Reedley College Web page.
11. **Accommodations for Students with Disabilities:** If you have a verified need for an academic accommodation or materials in alternate media (i.e., Braille, large print, electronic text, etc.) per the Americans with Disabilities Act (ADA) or Section 504 of the Rehabilitation Act, please contact me as soon as possible.

\*\*I sometimes use Red or Green pens/writing to grade your assignments or highlight important information on Canvas. Please tell me IMMEDIATELY if you have difficulties seeing these colors. I will use alternate colors **if** you let me know of your color distinguishing difficulties.

**Important Dates:**

1. January 8—Semester begins
2. January 15—Holiday (no classes held, campus closed)
3. January 26—Last day to register for a class
4. February 16-19—Holiday (no classes held, campus closed)
5. March 9—Last day to drop a class
6. March 26 - 30—Spring Recess (no classes held, campus open)
7. May 14 – 18—Final Exams Week
8. May 18—Grades submitted
9. May 18—Semester ends

**Changing Syllabus Statement:** This course syllabus is equivalent to a contract between the instructor and the student. However, the information in this syllabus is subject to change at any time during the term. All changes will be stated in class and students are responsible for noting such changes. In the event that you are absent on the day changes are made, it is your responsibility to find out the changes and adhere to them.

The student’s decision to attend the class denotes acceptance of:

1. This syllabus as a contract outlining the student’s responsibilities to complete all required assignments by the due dates
2. The policy that late assignments will have some or all of the points deducted
3. The changing syllabus statement
4. The expectations of this course as outlined in this syllabus
5. That final grades are determined on the basis of accumulated points from required assignments
6. The policy that students are responsible for supplying evidence of any discrepancy in grades as determined by returned/graded assignments
7. That grades will be submitted on the last day of the semester at 8:00 AM, and discrepancies need to be addressed before this time, preferably during the final class meeting

Students disagreeing with the above statements should withdrawal from this course section and enroll in a section of this course taught by another instructor.