# Course InformationInstructor InformationSection 58167Nancy MarshUnit Load: 3Phone: 559-638-0300 ext. 3249Class Meets: MWF 10:00 – 10:50nancy.marsh@reedleycollege.edu

**Office Hours:** Mondays 9:00-9:50 and 1:30-2:20; Tuesdays 8:30-9:20 and 12:30-1:20; Wednesdays 9:00-9:50; before and after class; and by appointment.

**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 "Objectives":** The course is designed around these objectives:

- 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. **This course uses Microsoft Word compatible and PDF documents.** If your work is submitted using another type of file that cannot be opened, then you will receive zero (0) points for that assignment.
- 3. You have access to all of the course information that will be covered during class meetings, and all of the information to help you master this course. You can access this information using the online service Canvas. Most of your assignments will be completed and submitted on Canvas. To visit Canvas, simply click on the "My Portal" link on the Reedley College Web-page at www.reedleycollege.edu. You will need a computer or device that has internet capabilities to access Canvas. If you do not have one, you can use one of the computers in the RC Library.

- 4. 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.
- 5. Final Grades are determined on the basis of accumulated points from required assignments.

Letter Grade	Point Range	Percentage
A	360 - 400	90 – 100
В	320 - 359	80 - 89
C	280 - 319	70 - 79
D	240 - 279	60 - 69
F	0 - 239	0 - 59

## Required Assignments:

**Work Days:** Each week you have an assignment to complete in class. Some of these work days are completed in groups and others on your own. If you are absent on a work day, then you will miss the assignment and the points for that assignment. NO make-up work days are given. Each work day assignment is worth 20 points (300 points total).

*Midterm:* You will have an online midterm quiz due on the 8<sup>th</sup> week of the semester. This quiz will consist of multiple choice questions related to the reads and classroom discussions. This quiz is worth 50 points. No make-up midterm is given.

**Final Exam:** There will be a final exam for this class. The exam will be given in class on the last day. It is made up of multiple choice questions related to the readings and inclass discussions. This quiz is worth 50 points. Make-up finals are not given.

**Having Problems?** If at any time you find you are having trouble succeeding n 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 a number of 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. Canvas can be accessed on-line at www.Canvas.reedleycollege.edu.
- 2. **Email:** Your @myscccd.edu email address is the only addressed used by the instructor for this course.
- 3. **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. Quizzes and exams **CANNOT** be turned in late.
- 4. **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.

- 5. **Grading:** All assignments will be graded as quickly as possible, but can take three weeks or more. Please be patient. Canvas exams will be grade using Canvas.
- 6. **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.
- 7. **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.
- 8. **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 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. August 12, 2019: Semester begins
- 2. August 23, 2019: Last day to register for a full-term class
- 3. September 2, 2019: Holiday—No classes held, campus closed
- **4.** October 11, 2019: Last day to drop a full-term class (letter grade assigned after date)
- 5. November 11, 2019: Holiday—No classes held
- 6. November 28 and 29, 2019: Holiday—No classes held, campus closed
- 7. December 9-13, 2019: Final Exams Week
- 8. December 11, 2019: Final Day of class
- **9. December 13, 2019**: Final Grades will be submitted to A&R promptly at 9:30 am. Any Discrepancies must be addressed in person before this time.
- 10. December 13, 2019: 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. That grades will be submitted on the date and time indicated in the course calendar and discrepancies need to be addressed before this time, preferably during the final class meeting
- 7. Calendar due dates do not change.

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

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