



ECCE 1105 Health, Safety, and Nutrition

COURSE SYLLABUS

Online

Spring Semester 201714

Semester: 201714
Course Title: Health, Safety, and Nutrition
Course Number: ECCE 1101
Credit Hours/ Minutes: 3 / 2250

Class Location: GVTC/BBL
Class Meets: VIA Internet/15 wks
CRN: 40125
Preferred Method of Contact: Email at kwilson@southeasterntech.edu

Instructor: Kay Wilson—M.Ed.
Office Hours: MW 2:30-4:30 T 1:00-4:30 R 9:00-12:00
Office Location: Building 2 Room 2125
Email Address: kwilson@southeasterntech.edu (Preferred Method of Contact)
Phone: 478-289-2213
Fax Number: 478-289-2214
Tutoring Hours: N/A

REQUIRED TEXT: Nutrition, Health, and Safety for Young Children by Joanne Sorte, Publisher is Pearson. Additional text: "A Child Called It." This book is available in the STC library. There are several copies of it.

REQUIRED SUPPLIES & SOFTWARE: MS Word and Access to the Internet

Note: Although students can use their smart phones and tablets to access their online course(s), exams, discussions, assignments, and other graded activities should be performed on a personal computer. Neither Blackboard nor GVTC provide technical support for issues relating to the use of a smart phone or tablet so students are advised to not rely on these devices to take an online course.

COURSE DESCRIPTION: This course provides the theory, practices, and requirements for establishing and maintaining a safe, healthy learning environment. Topics include CPR and first aid, health issues, safety issues, child abuse and neglect, and nutritional needs of children.

MAJOR COURSE COMPETENCIES: Topics include CPR and first aid, health issues, safety issues, child abuse and neglect, and nutritional needs of children.

PREREQUISITE(S): Provisional Admission

COURSE OUTLINE:

1. CPR and First Aid
2. Health Issues
3. Safety Issues
4. Child Abuse and Neglect
5. Nutritional Needs of Children

GENERAL EDUCATION CORE COMPETENCIES: STC has identified the following general education core competencies that graduates will attain:

- A. The ability to utilize standard written English.
- B. The ability to solve practical mathematical problems.
- C. The ability to read, analyze, and interpret information.

STUDENT REQUIREMENTS: Students are expected to complete all assignments by the due dates. Students are responsible for policies and procedures included in the *STC Catalog*.

Students are expected to complete all work required by the instructor.

Students will have at least one week to complete tests and assignments. All tests and assignments are due at 8:00 pm on Monday of each week. Exceptions to the due dates of assignments due to jury duty, military duty, court duty, or

required job training will be made at the discretion of the instructor.

Print your syllabus and read it. Make sure you understand how your teacher will track attendance in your online class.

ONLINE ATTENDANCE: It is the student's responsibility to be academically engaged each week doing course related activities. The completion dates of these activities will be used to determine a student's last date of attendance in the event a student withdraws, stops attending, or receives an F in a course. Students will not be withdrawn by an instructor for attendance; however, all instructors will keep records of graded assignments and student participation in course activities. Students will be expected to complete all work required by the instructor as described in the individual course syllabus.

Students will have at least one week to complete tests and assignments. All tests and assignments are due at (time) on (Monday, Tuesday, or Wednesday) of each week. (Instructors...fill in the time and choose a day that assignments are due each week). Exceptions to the due dates of assignments due to jury duty, military duty, court duty, or required job training will be made at the discretion of the instructor.

WORK ETHICS: The Technical College System of Georgia instructs and evaluates students on work ethics in all programs of study. Ten work ethics traits have been identified and defined as essential for student success: appearance, attendance, attitude, character, communication, cooperation, organizational skills, productivity, respect, and teamwork. Students will be required to take a work ethics exam as marked in the lesson plan. A grade of 70 or better is required to complete the work ethics requirements for this class. This assignment is due by April 20th at midnight.

SPECIAL NEEDS: Students with disabilities who believe that they may need accommodations in this class based on the impact of a disability are encouraged to contact Helen Thomas, 912-538-3126, hthomas@southeasterntech.edu, to coordinate reasonable accommodations.

SPECIFIC ABSENCES: Provisions for Instructional Time missed because of documented absences due to jury duty, military duty, court duty, or required job training will be made at the discretion of the instructor.

PREGNANCY: Southeastern Technical College does not discriminate on the basis of pregnancy. However, we can offer accommodations to students who are pregnant that need special consideration to successfully complete the course. If you think you will need accommodations due to pregnancy, please advise me and make appropriate arrangements with Helen Thomas, 912-538-3126, hthomas@southeasterntech.edu.

WITHDRAWAL PROCEDURE: Students wishing to officially withdraw from a course(s) or all courses after the drop/add period and prior to the 65% portion of the semester (date will be posted on the school calendar) must speak with a Career Counselor in Student Affairs and complete a Student Withdrawal Form. A grade of "W" is assigned when the student completes the withdrawal form from the course.

Students who are dropped from courses due to attendance (see your course syllabus for attendance policy) after drop/add until the 65% point of the semester will receive a "W" for the course. Abandoning a course(s) instead of following official withdrawal procedures may result in a grade of 'F' being assigned.

After the 65% portion of the semester, the student will receive a grade for the course. (Please note: A zero will be given for all missed assignments.)

There is no refund for partial reduction of hours. Withdrawals may affect students' eligibility for financial aid for the current semester and in the future, so a student must also speak with a representative of the Financial Aid Office to determine any financial penalties that may be assessed due to the withdrawal. All grades, including grades of 'W', will count in attempted hour calculations for the purpose of Financial Aid.

Remember - Informing your instructor that you will not return to his/her course does not satisfy the approved withdrawal procedure outlined above.

Unannounced quizzes are subject to be given on any day. A grade of zero will be assigned for any quizzes missed. There will be no makeup of quizzes. Any zeros recorded will be included in the final score calculation.

PROCTORED EVENT REQUIREMENT: In order to validate student identity for all online courses, students enrolled in online courses are **required** to complete one proctored event per online course. The proctored event will be administered on two separate days during the semester—once on the Vidalia campus and once on the Swainsboro campus and will be monitored by the instructor or another STC employee. The proctored event may be a major exam, assignment, or presentation, etc. that will count a minimum of 20% of the course grade. Students must attend one of the scheduled proctored sessions and will need to make arrangements with work, childcare, etc. The specific dates of the proctored event are scheduled on the Lesson Plan/Calendar for the online course. Students living further than 75 miles from either campus who cannot come to Southeastern Tech for the event must secure an approved proctoring site. The site and the proctor must meet Southeastern Technical College's requirements (instructor will provide more information and necessary forms if this is the case). Note: Students taking proctored events off campus will utilize the Proctor Scheduling and Approval Form found in Blackboard within the Getting Started/Start Here and Proctoring Event area. The completed form should be submitted to the course instructor a minimum of two weeks prior to the proctored event. If approved, the instructor will notify the proctor.

Students arranging off-campus proctoring must take the event on one of the originally scheduled days. Students who do not complete the proctored event as scheduled must submit a valid documented excuse within three business days after the scheduled event. If the excuse is approved, students must make arrangements with the instructor to makeup/reschedule the missed event. The penalty and makeup instructions will be at the instructor's discretion. Proctored events will be given after the 65% point of the semester. **Students who do not complete the proctored event will receive an F in the course.**

As published on STC's website, any expenses incurred to obtain a proctor will be the responsibility of the student; however, students are not charged a proctoring fee when taking the proctored exam on the campus of Southeastern Tech. Most of Georgia's technical colleges do not charge to proctor exams for students enrolled in other TCSG colleges. Students who are enrolled at Southeastern Technical College and live out of the state of Georgia or out of the country could incur a proctoring charge. However, in that instance, the instructor would assist the student in locating the least expensive proctor.

The required proctored for this class is a comprehensive test given on April 11th on the Swainsboro Campus, Room 2125, 5:00 p.m. In the event this date is missed, the student must make arrangements to come to the Vidalia Campus on the alternate date of April 12th at 2:00 p.m.. (You must let the instructor know which date you will be attending by March 25th).

WORK ETHICS: The Technical College System of Georgia instructs and evaluates students on work ethics in all programs of study. Ten work ethics traits have been identified and defined as essential for student success: appearance, attendance, attitude, character, communication, cooperation, organizational skills, productivity, respect, and teamwork. Students will be required to take a work ethics exam as marked in the lesson plan. A grade of 70 or better is required to complete the work ethics requirements for this class.

MAKEUP GUIDELINES (Tests, quizzes, homework, projects, etc...): If a student misses a test, a grade of zero will be assigned. Only students with extenuating circumstances (who contact the instructor on the day of the test regarding their absence) will be allowed to take a makeup test, which will replace the zero. Extenuating circumstances are determined at the instructor's discretion. Unless otherwise scheduled with the instructor, it is expected that the test will be taken the next day, scheduled outside of regular class time. Failure to follow this procedure will result in a grade of zero.

ACADEMIC DISHONESTY POLICY: The STC Academic Dishonesty Policy states All forms of academic dishonesty, including but not limited to cheating on tests, plagiarism, collusion, and falsification of information, will call for discipline. The policy can also be found in the STC Catalog and Student Handbook.

Procedure for Academic Misconduct

The procedure for dealing with academic misconduct and dishonesty is as follows:

--First Offense--

Student will be assigned a grade of "0" for the test or assignment. Instructor keeps a record in course/program files and

notes as first offense. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus. The Registrar will input the incident into Banner for tracking purposes.

--Second Offense--

Student is given a grade of "WF" for the course in which offense occurs. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus indicating a "WF" has been issued as a result of second offense. The Registrar will input the incident into Banner for tracking purposes.

--Third Offense--

Student is given a grade of "WF" for the course in which the offense occurs. The instructor will notify the student's program advisor, academic dean, and the Registrar at the student's home campus indicating a "WF" has been issued as a result of second offense. The Vice President for Student Affairs, or designee, will notify the student of suspension from college for a specified period of time. The Registrar will input the incident into Banner for tracking purposes.

STATEMENT OF NON-DISCRIMINATION: The Technical College System of Georgia and its constituent Technical Colleges do not discriminate on the basis of race, color, creed, national or ethnic origin, sex, religion, disability, age, political affiliation or belief, genetic information, disabled veteran, veteran of the Vietnam Era, spouse of military member or citizenship status (except in those special circumstances permitted or mandated by law). This school is in compliance with Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, or national origin; with the provisions of Title IX of the Educational Amendments of 1972, which prohibits discrimination on the basis of gender; with the provisions of Section 504 of the Rehabilitation Act of 1973, which prohibits discrimination on the basis of handicap; and with the American with Disabilities Act (ADA).

The following individuals have been designated to handle inquiries regarding the nondiscrimination policies:

ADA/Section 504 - Equity- Title IX (Students) - OCR Compliance Officer	Title VI - Title IX (Employees) - EEOC Officer
Helen Thomas, Special Needs Specialist Vidalia Campus 3001 East 1 st Street, Vidalia Office 108 Phone: 912-538-3126 hthomas@southeasterntech.edu	Blythe Wilcox, Director of Human Resources Vidalia Campus 3001 East 1 st Street, Vidalia Office 138B Phone: 912-538-3147 bwilcox@southeasterntech.edu

GRIEVANCE PROCEDURES: Grievance procedures can be found in the Catalog and Handbook located on STC's website.

ACCESS TO TECHNOLOGY: Students can now access Blackboard, Remote Lab Access, Student Email, Library Databases (Galileo), and BannerWeb via the mySTC portal or by clicking the Current Students link on the STC website at www.southeasterntech.edu.

DISCLAIMER STATEMENT: The instructor reserves the right to change the syllabus and/or lesson plans as necessary. The official copy of the syllabus is located inside the student's online course. The syllabus displayed in advance of the semester in a location other than the course you are enrolled in is for planning purposes only.

GRADING POLICY

- 40% CPR/First Aid
- 20% Class Assignments
- 15% Tests
- 20% Proctor Assignment
- 05% Work Ethics

GRADING SCALE

- A: 90-100
- B: 80-89
- C: 70-79
- D: 60-69
- F: 0-59

TCSG GUARANTEE/WARRANTY

STATEMENT: *The Technical College System of Georgia guarantees employers that graduates of State Technical Colleges shall possess skills and knowledge as prescribed by State Curriculum Standards. Should any graduate employee within two years of graduation be deemed lacking in said skills, that student shall be retrained in any State Technical College at no charge for instructional costs to either the student or the employer.*

LESSON PLAN

Spring 2017

ECCE 1105—Health, Safety and Nutrition

Date	<i>Chapter Reading & Content</i> <i>All assignments are due on Mondays unless otherwise noted!!!!!!</i>	Assignments/Test Due Dates	*Course Competency Area **General Education Competency Area
Jan 9-16	Introductions	Read Syllabus and assignments Submit email and sign pledge stating you will be present in the class.	
Jan 16-30	Standard Precautions & Health and Wellness	Read Chapter 8 Discussion Board Read Licensing Requirements of health policies. View Power Point on Standard Precautions View Power Point on Universal Precautions View Power Point on Tuberculosis View Power Point on Hepatitis B View Handwashing Video Work Ethics Assignment: Attendance	*2, 3 **A, B,C
Jan 30- Feb 6	Health Screening and Assessment	Read Chapter 9 Discussion Board Licensing Requirements for health history, information, screening ASQ screening examples Work Ethics Assignment: Character Test for Standard Precautions & Health and Wellness AND Health Screening and Assessment (Chapter 8 and 9)	*2, 3 **A,B, C
Feb 6-13	Managing Infectious Diseases	Read Chapter 10 Discussion Board Complete Assignment on Infectious Disease Research Licensing Requirements of posting View video on Diapering View video on Hygiene View video on Medicine On line Work Ethics Assignment: Teamwork Test on Managing Infectious Diseases-	*2,3 **A, B

		Chapter 10	
Feb 13-20	First Aid Basics Section from Heart Safety First Aid Workbook Medical Emergencies from Heart Safety First Aid Workbook	Complete Questions in workbook Discussion Board Work Ethics Assignment: Appearance	*1,3 **A, B, C
Feb 20-27	Adult, Infant & Child CPR Certification Course First Aid Certification Course	CPR and First Aid Certification Course Work Ethics Assignment: Attitude	*1,3 **A, B, C
Feb 27- March 6	Injury Emergencies from Heart Safety First Aid Workbook Environmental Emergencies from Heart Safety First Aid Workbook	Complete Questions in workbook Class Discussion Work Ethics Assignment: Productivity	*1,2, 3 **A, B,C
March 6- 20	Nutrition	Read Chapter 4, 5, 6 Complete Assignments for Menu Licensing Requirements for Nutrition and feeding children; CACFP requirements View Power point on Nutrition Complete TV commercial Assignment Test on Chapter 4 and 5 and 6 Work Ethics Assignment: Cooperation	*5 **A, B, C
March 20- 27	Appropriate Environments	Read Chapter 13 Read Licensing Requirements for Indoor safety and requirements View Indoor Storage video View Ration and Supervision video View Team Work video Complete Toy Recall Assignment Work Ethics Assignment: Organizational Skill Test on Chapter 13	*4,3 **A,B, C
March 27- April 3	Classroom Management	Read Chapter 14 Read Licensing Requirements for playground safety Test on Appropriate Environments and Classroom Management Work Ethics Assignment: Communication Test Chapter 14	*3 **A, B, C

April 3-17	Child Abuse and Neglect	Read Chapter 15 Licensing requirements for reporting child abuse and training requirements Work Ethics Assignment: Respect Complete Assignments--Book Report: (Read Child Called IT) Test Child Abuse-chapter 15 Complete Work Ethics Test	**4 **A, B, C
April 17-24	Managing Emergencies	Read Chapter 16 Read Licensing requirements for emergencies	*2, 3 **A, B, C

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Course Competencies:

1. CPR and First Aid
2. Health Issues
3. Safety Issues
4. Child Abuse and Neglect
5. Nutritional Needs of Children

Name _____

	20 points	0 points
Toy 1-	Reason given for recall Date of recall	No reason given or date
Toy 2	Reason given for recall Date of recall	No reason given or date
Toy 3	Reason given for recall Date of recall	No reason given or date
Toy 4	Reason given for recall Date of recall	No reason given or date
Toy 5	Reason given for recall Date of recall	No reason give or date

Total points _____/100= _____

Name _____

Show(s) viewed _____

Time of day of show _____

Number of commercials during the show _____

Number of food commercials _____

Number of healthy food commercials _____

Hook use to entice children :

Information of portion size, nutritional value, sugar content:

Overall opinion of commercials viewed:

TV Commercials

Number Grade	Letter Grade	Description
95	A	Student has a good grasp of information; demonstrates full knowledge (more than required); complete thoughts expressed. Information is in logical, interesting, sequence which reader can follow. Presentation has no misspellings or grammatical errors; work is neatly done.
85	B	Student has some grasp of information; information needs some clarity. Information is presented in logical sequence which reader can follow. Presentation has no more than two misspelling and/or grammatical errors.
75	C	Student needs more thought and is able to demonstrate basic concepts; needs improvement on communication and writing skills; reader has difficulty following work because student jumps around. Presentation has three misspellings and/or grammatical errors. Work is sloppy.
65	F	Student has poor grasp of information; information is difficult to follow. Work has several spelling errors and/or grammatical error. Work is illegible.

Health, Safety, Nutrition Activities (3)

Name _____

	8	4	1
1	Activity is developmentally appropriate	Activity was somewhat above the level of a four year old	Activity was totally inappropriate for children four years or under
2	Activity subject is related to health, safety, and/or nutrition	Activity is more of another curriculum area but still incorporates health, safety and/or nutrition	Activity has nothing to do with health, safety, or nutrition
3	All materials needed for the activity are given.	Some material are missing from materials list	No materials are listed
4	Instructions are clearly stated so that reader could follow without any confusion	Instructions are somewhat confusing and missing some steps	Instructions are not given our could not be followed as described

Category	Activity 1	Activity 2	Activity 3
1			
2			
3			
4			

Total points _____/96= _____