



**ECCE 1105 COURSE SYLLABUS
HEALTH, SAFETY and NUTRITION**

Semester: Spring 2016
Course Title: Health, Safety and Nutrition

Instructor: Allison Barr, M.Ed.
Office Hours: M-R 8:00-8:30am, and 2-4pm

Course Number: ECCE 1105
Credit Hours/ Minutes: 3/3000
Class Location: 317
Class Meets: Mon and Wed 9:00-10:50am
CRN: 40160

Office Location: 314 (Barr)
Email Address: abarr@southeasterntech.edu
Office Phone: 912-538-3256
FAX :912-538-3156

REQUIRED TEXTS: ECCE Health, Safety and Nutrition Department Packet: The American Heart Association Heart Saver CPR and First Aid Manuals and a face shield for CPR—are required for students *who are not currently certified*.

REQUIRED SUPPLIES: Notebook, paper, supplies for activities

COURSE DESCRIPTION: Introduces the theory, practices, and requirements for establishing and maintaining a safe and healthy learning environment. Topics include CPR and First Aid, health issues, safety issues, child abuse and neglect and nutritional needs of children.

PREREQUISITES: Provisional Admit

MAJOR COURSE COMPETENCIES/OUTLINE

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

GRADING POLICY:

Requirement	Weight	Average	Multiplied by	GRADE
CPR/FIRST AID CERTIFICATION	40%		.40	
ASSIGNMENTS/Quizzes	20%		.20	
TESTS	15%		.15	
INFECTIOUS DISEASE CHART	15%		.15	
WORK ETHICS TEST	5%		.5	
PARTICIPATION graded by rubric	5%		.5	
Total of Points (Grade):				

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

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.

ATTENDANCE GUIDELINES: Class attendance is a very important aspect of a student's success. Being absent from class prevents students from receiving the full benefit of a course and also interrupts the learning process. Southeastern Technical College considers both tardiness and leaving early as types of absenteeism. Responsibility for class attendance rests with the student. Regular and punctual attendance at all scheduled classes is required for student success. Students will be expected to complete all work required by the instructor as described in the individual course syllabus.

Instructors have the right to give unannounced quizzes/assignments. Students who miss an unannounced quiz or assignment will receive a grade of 0. Students who stop attending class, but do not formally withdraw, may receive a grade of F and face financial aid repercussions in upcoming semesters.

Instructors are responsible for determining whether missed work may be made up and the content and dates for makeup work is at the discretion of the instructor.

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. 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.

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 requirement. This exam will count for 5% of the final grade.

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 Jan Brantley, Room 1208 Swainsboro Campus, 478-289-2274, or Helen Thomas, Room 108 Vidalia Campus, 912-538-3126, 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 the Special Needs Office. Swainsboro Campus: Jan Brantley, Room 1208, (478) 289-2274 -- Vidalia Campus: Helen Thomas, Room 108, (912) 538-3126.

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.

MAKEUP TEST(S) / ASSIGNMENTS/QUIZZES: If a student misses a test, a grade of zero will be assigned. Only students with extenuating circumstances (who contact the instructor on or before the day of the test regarding their absence) will be allowed to take a makeup test, which will replace the zero. Assignments will not be taken late (no exceptions). If a student is absent the day of a quiz a grade of zero will be given. Quiz grades cannot be made up

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.

CELL PHONE POLICY: Cell phones are not to be used while in class. When a student enters the classroom, the cell phone should be placed on silent or vibrate. If cell phones become a problem, the instructor reserves the right to give a quiz to the entire class each time a phone rings/vibrates or anytime a student is caught using a phone in class.

STATEMENT OF NON-DISCRIMINATION

Southeastern Technical College does not discriminate on the basis of race, color, creed, national or ethnic origin, gender, religion, disability, age, disabled veteran, veteran of Vietnam Era 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).


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.

ECCE 1105—Assignments and due dates may change at instructor’s discretion.

WEEK	MATERIAL TO COVER	ASSIGNMENTS	STANDARDS ECCE/GEN ED.
Monday and Wednesday Jan. 11/13	Standard Precautions Bloodborne Pathogens Video on above topics	Work Ethics: Attendance and Character Cover information in notebook DUE WED: Spring packet papers—completed and signed, syllabus acknowledgement form, HepB, CBC etc...	2, 3 A, c, d
Jan 20 (18 th Holiday)	Promoting Good Health and Infectious Disease Control	Work Ethics: Team Work Cover information in packet Due WEDNESDAY: Standard Precautions Questions and Answers (Q/A-typed- double space) DUE NEXT WED: Go over how to Teach a fire safety lesson to the class. Must have all materials and a complete DETAIL lesson plan (typed). SEE teaching a lesson to class RUBRIC as well as the attached lesson plan. <i>Examples: stop, drop, roll: things that cause fires; what to do in case of a fire, smoke alarms and what to do if they hear one, etc.....</i> <i>(you will need to complete a lesson plan and make sure it is fun and exciting for children.</i> www.sparky.org (to get ideas)	2, 3 A, c, d
Jan 25/27	Preventing Childhood Injuries and Safety Policies	Work Ethics: Attitude and Appearance Cover information in packet DUE WEDNESDAY: Teach a fire safety lesson to class. Must have a complete lesson plan and all materials to teach the lesson--- Teaching a lesson to class rubric.	1, 2, 3, A, c, d
Feb 1/3	Continue Preventing Childhood Injuries and Safety Policies	TEST 1 WEDNESDAY: over all sections covered up to this point Work on infectious disease chart in class see syllabus for requirements	

Feb 8/10	Continue Preventing Childhood Injuries and safety Policies And Indoor and Outdoor safety	Work Ethics: Productivity In class WED.: Create 1 tri-fold brochure on ONE infectious disease—see grading rubric— DUE NEXT WEEK —use one disease from your infectious disease chart	2, 3, A, c, d
Feb 15/17	Indoor Outdoor safety/ Nutrition	Work Ethics: Organization Continue manual DUE Monday: Brochure (not accepted late) TEST on WEDNESDAY: over all sections covered since last test Week of Feb 29/March 2 is CPR/FA training..... Must have your books and a face shield from the bookstore in order to be allowed to enter the class. Wear comfortable shoes and clothes. If you miss any instruction you will have to obtain certification at your own expense and your own time.	2, 3, 5 A, c, d
Feb 22/24	Nutrition	Continue discussing appropriate nutrition for infants, toddlers and preschoolers, MyPyramid	3,4,5
Feb 29/Mar2	CPR/FA Certification Classes DO NOT MISS CLASS	Work Ethics: Communication You must have the books and the face shield in order to be allowed to enter class. FIRST AID and CPR Certification will be Monday, Tuesday and Wednesday. <u>IF YOU MISS ANY INSTRUCTIONAL TIME during the CPR/FA certification, you will have to obtain certification for both on your own time and at your own expense.</u>	1 A, c, d
Mar 7/9	Child Abuse	Work Ethics: Cooperation Discuss Procedures to report child abuse/mandatory reporters/ How to work with abused children/	2, 3, A, c, d
Mar 14/16	Child abuse continued	Video on child abuse and neglect	2, 3, A, c, d

Mar 21/23	Modules 1,2,	Work Ethics: Respect DUE MONDAY: INFECTIOUS DISEASE CHART –will not be accepted late. DUE WEDNESDAY-- QUESTIONS/ANSWERS: Child Abuse Section	2,3 4 A, c, d
Mar 28-31		SPRING BREAK	
April 4/6	Modules 3, 4	Work Ethics TEST (real-life scenarios)---this will count 5% of final grade.	2,3 4 A, c, d
April 11/13	Modules 5,6	Cover all info in sections	4 A, c, d
April 18/20	Modules 7,8	Cover all information in sections Questions/Answers to modules 1-8 are due— typed	2,3,4 A, c, d,
April 25/27	Teach a lesson on any health topic to the class—appropriate for children 2-7	Monday the typed lesson plans are due and teaching the lessons will begin....rubric used to grade lesson REVIEW FOR FINAL	2,3,4, A, c, d,
May 2	final exam		2,3,4 A, c ,d

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MAJOR COURSE COMPETENCIES/OUTLINE

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5. Nutritional Needs of Children

INFECTIOUS DISEASE CHART (15% of final grade)

NAME _____ DATE _____

TOPIC: Infectious Disease Chart

	4	3	2	1
Diseases	Contained 20 + Infectious Childhood Diseases	Contained 16-19 Infectious Childhood Diseases	Contained 13-15 Infectious Childhood Diseases	Contained 13 or less Infectious Childhood Diseases
Accurate Information	All of the information included in the chart was accurate	Most of the information in the chart was accurate	Some of the information in the chart was accurate	Little of the information in the chart was accurate
Original	The chart was totally original	The chart was original	The chart was somewhat original	The chart was lacking in originality
Creativity	The chart was very creative and unusual	The chart was creative	The chart was somewhat creative	The chart was lacking in creativity
Helpful to ECCE	The information contained was very useful/helpful to ECCE	The information was informative to ECCE	The information was somewhat useful/helpful to ECCE	The classrooms were lacking in this area
Spelling/Grammar	There were no more than 1 spelling errors/1 grammar error	There were no more than 2 spelling errors and/or 2 grammar errors	There were no more than 3 spelling errors and/or 3 grammar errors	There were more than 3 spelling errors and/or 3 grammar errors
Complete	The chart was totally complete	The chart was mostly complete	The chart was somewhat complete	The chart was lacking in this area

Points _____ X 3.6 points = _____

Comments:

INFECTIOUS DISEASE CHART:

You must have information on 20 or more childhood diseases.

Must have how the disease is spread,

how long the incubation period is,

the symptoms of the disease

how the disease is treated,

how to ease the symptoms of the child with the disease,

how long the child must be out of childcare,

and 3 ways a childcare center can help prevent the disease.

MUST BE TYPED IN A CHART

BROCHURE RUBRIC: Infectious childhood disease

NAME _____

TITLE _____

CLASS: _____

	4	3	2	1
GRAPHICS	All graphics go well with the content	Most of the graphics go with the content	Some of the graphics go with the content	Few of the graphics go with the content
ACCURACY	All of the facts are accurate	All but one fact is accurate	All but two facts are accurate	More than two facts are inaccurate
ATTRACTIVE	The brochure is exceptionally attractive	The brochure is mostly attractive	The brochure is somewhat attractive	The brochure needs work in this area
SPELLING/GRAMMAR	There are no spelling or grammar errors	There is no more than 1 spelling/grammar error	There are no more than 2 spelling/grammar errors	There are more than 3 spelling/grammar errors
Printed on ONE PAGE	The brochure is printed on one page –front / back	-----	-----	The brochure is not printed on one page— front/back
Number of Graphics	There are at least 4 graphics	There are at least 3 graphics	There are at least 2 graphics	There is only one graphic
WELL ORGANIZED	The information in the brochure is exceptionally well-organized	The information in the brochure is mostly well organized	The information in the brochure is somewhat organized	The brochure is confusion in its organization

Total _____ X 3.6 = final grade of _____

COMMENTS:

RUBRIC:

Teaching a Lesson to Class: Lesson plan must be complete and typed.

Name _____

Age/Grade Level _____

Topic: _____

	4	3	2	1
Followed Lesson Plan Activities	Student totally followed the sequence of the lesson plan	Student somewhat followed the sequence of the lesson plan	Student changed the sequence of an activity or two	The student changed almost the entire sequence of the activities
Enthusiastic	Student was totally enthusiastic about teaching the lesson (tone of voice, being excited, relaxed, having fun...).	Student was somewhat enthusiastic about teaching the lesson.	The student's enthusiasm was slightly evident.	Enthusiasm was not evident during the lesson
Used language appropriate for learners	Student used language that was completely appropriate for age/developmental levels of children.	Student used language that was mostly appropriate for the age/developmental levels of children.	Student used language that was somewhat appropriate for the age/developmental levels.	The student needs to learn how to adjust language to the age/developmental levels of children
Knew the material	Knowledge of the subject was very evident.	Student was mostly knowledgeable of the subject.	Student was somewhat knowledgeable of the subject.	Student needed to be more knowledgeable in the subject being taught.
Practice was Evident	Practice was very evident	Practice was somewhat evident	Little evidence of practice	Practice was not evident
Materials	Student has all necessary materials ready to be used by students.	-----	-----	Student did not have all necessary materials to be used by students.
LESSON PLAN	A complete and detailed lesson plan was turned in to the instructor before the lesson was taught.			

TOTAL _____ X _____ = final grade of _____

COMMENTS:

PARTICIPATION RUBRIC for 5% of Final Grade

NAME _____ DATE _____

	4	3	2	1	POINTS
Promptness	Student was a few minutes early for class	Student entered class as class was beginning	Student was less than 5 minutes late for class	Student was more than 5 minutes late for class	
Level of Engagement	Student proactively contributed to the class by offering ideas and asking a question more than once per class	Student proactively contributed to the class by offering ideas and asking a question at least once per class	Student contributed to the class only when asked a question during class	Student did not contribute to the class by offering ideas and asking or answering questions	
Listening Skills	Student listens when others talk, both in groups and in class. Student incorporates or builds off the ideas of others at least once per class.	Student listens when others talk, both in groups and in class	Student does not listen with others talk, in groups or in class	Student does not listen when others talk in groups or in class and often interrupts when others speak	
Preparation	Student was totally prepared for class with assignments and required class materials--- book, notes, copies of handouts	_____	_____	Student was not totally prepared for class with assignments and required class materials	

TOTAL POINTS _____ x 6.25 = FINAL GRADE OF _____

Two rubrics will be completed on each student per semester. The average of the two rubrics will determine the level of class participation.

AV: 95-100=5% 89-94%=4% 83-88=3% 78-82=2% Below 78=1%

AVERAGE OF THE TWO RUBRICS: _____ = ____%

Lesson Plan Form (must be typed to turn in)

Name _____

Subject: (Choose one):

OBJECTIVE(s): The children will...(action verb...write, sing, describe, pick out...)

MATERIALS: list all materials needed to teach the lesson---best to tell what is needed per child:

Example: one glue stick per child, one paper towel roll per child, two cotton balls per child.....

STANDARD (circle one GELDS or Common Core) ...) (go to www.decal.ga.gov and print out a copy of the GELDS (one age—like two year olds or three year olds) or print out Georgia Performance standards for children kindergarten and older at https://www.georgiastandards.org/standards/Pages/BrowseStandards/GPS_by_Grade_Level_K-8.aspx

HOOK(EXCITING!!) Something you do to make the children **INTERESTED** in what you want to teach them. Asking questions will not work! (sing a song, read a book, fingerplay, skit, puppet, dress up like something special.....

SPECIFIC PROCEDURES:

Step 1: (one small step at a time)

Step 2:

Step 3:

Step 4:

Step 5:

STEP 6: (as many as it takes) (the younger the child, the more steps you will need)

Closure Activity (Must be related to the content you just taught. Cleaning up is not a closure activity.)

Example: If you just taught “left and right”, you could play a game of Simple Simon Says in which they have to use what you just taught.

