



# CAMOSUN COLLEGE

School of Health and Human Services (HHS)  
Community, Family & Child Studies – Early Learning & Care



[Camosun.ca/hhs-handbook](http://camosun.ca/hhs-handbook)

## ELC 130 Early Childhood Profession Winter 2021

### COURSE OUTLINE

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**The course description is available on the web:**

**<http://camosun.ca/learn/calendar/current/web/elc.html#elc130>**

Camosun College will continue to follow the guidance of the Provincial Health Officer, the B.C. Government and WorkSafeBC, and as such may revise the delivery of courses. Courses with an approved face-to-face component may need to move to online or remote delivery if necessary.

The COVID-19 pandemic has presented many challenges, and Camosun College is committed to helping you safely complete your education. Following guidelines from the Provincial Health Officer, WorkSafe BC and the B.C. Government to ensure the health and wellbeing of students and employees Camosun College is providing you with every possible protection to keep you safe including COVID Training for students and employees, health checks, infection control protocols including sanitization of spaces, PPE and ensuring physical distancing. Please refer to: <http://camosun.ca/covid19/faq/covid-faqs-students.html>  
However, if you're at all uncomfortable being on campus, please share your concerns with your Instructor and if needed, alternatives will be discussed.

*Ω Please note: This outline will not be kept indefinitely. It is recommended students keep this outline for their records, especially to assist in transfer credit to post-secondary institutions.*

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#### 1. Instructor Information

- (a) **Instructor** Lindsay Lichty & Emily Coon  
Email to make an appointment to schedule an in-person after class meeting, or
- (b) **Office hours** otherwise we can arrange to meet virtually
- (c) **Location** Interurban Campus
- (d) **Phone** **Email preferred** **Alternative:** n/a
- (e) **E-mail** [lichtyl@camosun.bc.ca](mailto:lichtyl@camosun.bc.ca) and [coone@camosun.bc.ca](mailto:coone@camosun.bc.ca)
- (f) **Website** <http://camosun.ca/learn/programs/early-learning-and-care/>

#### 2. Course Description & Intended Learning Outcomes

This course examines the historical and social influences that have shaped the field of early childhood. Current legislation, social justice perspectives and personal attitudes regarding early programs are examined. Emphasis is placed on professional behavior in accordance with the ECEBC Code of Ethics.

Upon completion of this course, the student will be able to:

- a) describe historical and current influences of early childhood learning and care.
- b) describe current legislation in context of the roles and responsibilities of an early childhood educator.

- c) describe professional practice using the Early Childhood Educators of British Columbia Code of Ethics.
- d) describe functions and tasks related to early learning and care program administration and centre operations.

### 3. Required Materials

ELC 130/160 Course pack

Optional: Professional Membership: Membership to the Professional Association: Early Childhood Educators of BC --student membership available at: <http://www.ecebc.ca/> ECEBC's Code of Ethics (included in ECEBC membership)

BC Early Learning Framework (2019)

Come prepared with appropriate gear and layers to be outdoors in all weather (boots, raincoat, warm layers).

### 4. Course Content and Schedule

Weekly course content and a schedule will be handed out in class.

### 5. Basis of Student Assessment (Weighting)

A detailed explanation of assignments will be handed out in a separate document, and discussed in class.

#### Assignment Expectations:

1. Please submit all assignments on the due date.
2. Submission after the due date will result in a loss of 5% of the assignment marks per day.
3. To request an extension for an assignment, contact me at least 24 hours ahead of the due date, provide an explanation/rationale for requesting an extension and negotiate a revised due date. Extensions are not granted on the due date. Request for an extension will be granted at my discretion.
4. Follow APA writing guidelines for all written work. This includes formatting, spelling, grammar, in-text citations, and references. Please remember to proofread for spelling and grammar to present a professional looking assignment.
5. It is the responsibility of each student to save a copy of all assignments until a grade is received.
6. You will need to complete work in all areas to be eligible for a final grade for the semester. Assignments will not be accepted after the last day of class at the end of term unless an extension has been granted prior to the due date. Assignments not received by this time will receive a zero grade.
7. Last day to withdraw from courses without a failing grade is **March 9**. If you withdraw by the posted withdrawal date, you will not be penalized. Withdrawal or incompleteness of work after the posted withdrawal date will result in an 'F' grade being assigned.

**NOTE:** *It is the responsibility of the student to understand assignments and assignment expectations before submitting by the due date. Should students receive a mark of less than 50% on an assignment, they may request to rewrite and resubmit the assignment.*

*Permission to resubmit an assignment is at the discretion of the instructor, rewritten assignments can receive a maximum grade of C+ (65%).*

**This course must be passed with a 'C+' (65%) average to continue in the ELC Program.**

#### Attendance

*Students are required to attend all scheduled classes unless they have a legitimate medical reason.*

Students are requested to notify their Instructor of any absences. Students who miss class are responsible for the material and assignments covered in class. Repeated absence from class will affect a final grade.

Due to the short and intense nature of the ELC program, classes are planned as a continuum for building the skill and knowledge required. Classroom experiences and participation are a major part of that competency development; therefore, consistent attendance is expected.

### **Test and Examination Procedures**

There are policies regarding written test and examination procedures including late arrivals and missed tests. Please see the Health and Human Services Student Handbook item 5.4 for Test and Examination Procedures at <http://camosun.ca/learn/school/health-human-services/student-info/index.html>

### **Written Assignments**

Assignments are due before 2400 hours (midnight) on the assigned day unless otherwise specified. Assignments about patients, residents or clients must be completed using the individual's initials only. Unless otherwise directed by individual course outlines, assignments must be: word processed, double spaced, font meeting APA 7th edition guidelines, with a title page and a reference list. Students requiring an extension for the due date of an assignment must negotiate with the instructor, at least 48 hours before the due date. Assignments submitted late without an approved extension will result in a 5% deduction in mark for each day late.

## **6. Grading System**

- Standard Grading System (GPA)
- Competency Based Grading System

## **7. Recommended Materials to Assist Students to Succeed Throughout the Course**

Review the School of Health and Human Services [Student Handbook](#) and the specific section for the ELC program.

Your instructors are resources. Please come to us right away with any challenges you are having so that we can best support you. It is important that you show up to class prepared to be engaged in this creative learning process. If there are things inhibiting your ability to do so, please connect with us immediately.

## **8. College Supports, Services and Policies**

### **Immediate, Urgent, or Emergency Support**



If you or someone you know requires immediate, urgent, or emergency support (e.g., illness, injury, thoughts of suicide, sexual assault, etc.), **SEEK HELP**. Resource contacts:

<http://camosun.ca/about/mental-health/emergency.html> or  
<http://camosun.ca/services/sexual-violence/get-support.html#urgent>

### **College Services**

Camosun offers a variety of health and academic support services, including counselling, dental, centre for accessibility, help centre, learning skills, sexual violence support & education, library, and writing centre. For more information on each of these services, visit Student Services at <http://camosun.ca/services/>

### **College Policies**

Policies are available on the College website at <http://camosun.ca/about/policies/>

Camosun strives to provide clear, transparent, and easily accessible policies that exemplify the college's commitment to life-changing learning. It is the student's responsibility to become familiar with the content of College policies.

Education and academic policies include, but are not limited to, [Academic Progress](#), [Admission](#), [Course Withdrawals](#), [Student Appeals](#), Medical/Compassionate Withdrawal, Sexual Violence and Misconduct, Student Ancillary Fees, and Student Penalties and Fines.

### Student Conduct Policy

There is a [Student Conduct Policy](#). It is the student's responsibility to become familiar with the content of this policy. The policy is available in each School Administration Office, Registration, and on the College website.

## A. GRADING SYSTEMS

<http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.5.pdf#page=2>

The following two grading systems are used at Camosun College:

### 1. Standard Grading System (GPA)

Percentage	Grade	Description	Grade Point Equivalency
90-100	A+		9
85-89	A		8
80-84	A-		7
77-79	B+		6
73-76	B		5
70-72	B-		4
65-69	C+		3
60-64	C		2
50-59	D		1
0-49	F		0

### 2. Competency Based Grading System (Non GPA)

This grading system is based on satisfactory acquisition of defined skills or successful completion of the course learning outcomes.

Grade	Description
COM	The student has met the goals, criteria, or competencies established for this course practicum or field placement.
DST	The student has met and exceeded, above and beyond expectation, the goals, criteria, or competencies established for this course, practicum or field placement.
NC	The student has not met the goals, criteria or competencies established for this course, practicum or field placement.

## B. Temporary Grades

Temporary grades are assigned for specific circumstances and will convert to a final grade according to the grading scheme being used in the course. See Grading Policy at <http://www.camosun.bc.ca/policies/E-1.5.pdf#page=4> for information on conversion to final grades, and for additional information on student record and transcript notations.

<b>Temporary Grade</b>	<b>Description</b>
I	<i>Incomplete:</i> A temporary grade assigned when the requirements of a course have not yet been completed due to hardship or extenuating circumstances, such as illness or death in the family.
IP	<i>In progress:</i> A temporary grade assigned for courses that are designed to have an anticipated enrollment that extends beyond one term. No more than two IP grades will be assigned for the same course.