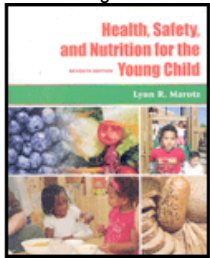
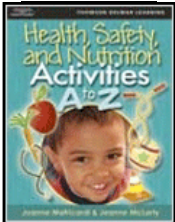
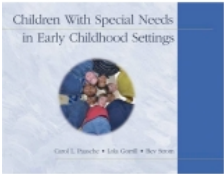
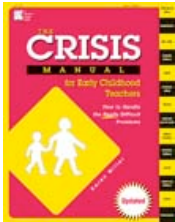


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Children’s Health, Safety, and Nutrition

Spring 2010

<p>PROFESSOR: Jo-Ann Foley is a full-time instructor at Sacramento City College and has regular office hours. You are welcome to make an appointment to meet with her in person, online, or by phone.</p> <p>Office: Rodda North #233 Hours: TBA and by appointment E-Mail: FoleyJ@scc.losrios.edu Phone: 916-558-2103 Website: http://web.scc.losrios.edu/foley/ D2L Access: https://d2l.losrios.edu/</p>		<p>Other Required Items:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Availability and ability to use a computer (PC Pentium processor or better – or MacG3 or better). If you do not have a computer you may use one on campus. For a list of computer labs on the SCC main campus see: http://www.scc.losrios.edu/x1376.xml <input type="checkbox"/> Access to the Internet. <input type="checkbox"/> An active email account. As an SCC student, you have a free email account available to you. To request an account go online to: https://imail.losrios.edu/ <ul style="list-style-type: none"> a. Click on Activating iMail is easy. <input type="checkbox"/> Lots of TIME and SELF-MOTIVATION to complete your assignments, observations & activities and keep up with the class. <input type="checkbox"/> Organization of all assignments, observations & activities for the duration of the semester. <p>The following programs will be needed on the computer:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Firefox and/or Safari Web Browsers (free download): http://www.mozilla.com/en-US/firefox/upgrade.html <input type="checkbox"/> Word processing program (ex: Word 2000 or better). <input type="checkbox"/> Adobe Acrobat Reader (free download): http://www.adobe.com/products/acrobat/readstep2.html <input type="checkbox"/> Quicktime Player (free download): http://www.apple.com/quicktime/download/win.html <input type="checkbox"/> Powerpoint Viewer (free download): http://www.microsoft.com/downloads/details.aspx?FamilyId=428D5727-43AB-4F24-90B7-A94784AF71A4&displaylang=en 	
<p>Required Textbook: Health, Safety, & Nutrition, for the Young Child</p>  <p>Author: Marotz, Lynn R Edition: 7th ISBN: 1428320709 Copyright: 2008 eText ISBN: 1-4354-1085-8</p>	<p>Optional Book (Reference): Health, Safety, and Nutrition Activities A to Z</p>  <p>Author: Matricardi, Joanne Edition: 1st ISBN: 141804850X Copyright: 2008</p>		
<p>Optional Book (Reference): Children with Special Needs in Early Childhood Settings</p>  <p>Author: Carol Paasche Edition: Spiral ISBN: 1401835708 Copyright: 2003</p>	<p>Optional Book (Reference): Crisis Manual for Early Childhood Teachers</p>  <p>Author: Karen Miller Edition: 1st ISBN: 0876591764 Copyright: 2003</p>	<p>The texts may be purchased at the <u>campus bookstore</u> or various online bookstores: http://bookstore.scc.losrios.edu/home.aspx, http://www.half.com etc.... or check into renting a book at http://chegg.com</p>	

Course Description:

Prerequisite: None Advisory: ENGRD 110 and ENGWR 100; or ESLR 340 and ESLW 340 and ESL 114; and LIBR 318; and MATH 34; and ECE 410 or HEED 330; and FCS 312 or ECE 312; and FCS 314 or ECE 314 or SOC 312; and NUTRI 300 with grades of "C" or better. General Education: AA/AS Area E2; Acceptable for credit: CSU.

Description: The key components that ensure the health, safety, and nutrition of both children and staff will be identified along with the importance of collaboration with families and health professionals. Students will be introduced to early childhood curriculum, regulations, standards, policies, and procedures related to child health, safety, and nutrition. Course emphasis is placed on integrating and maintaining the optimal health, safety, and nutritional concepts in everyday planning and program development for all children. Projects related to health, safety, and nutrition education as well as optional field trips may be included as part of the curriculum. (Students may receive credit for exactly one of the following: ECE 415, FCS 346, or NUTRI 320.)

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NUTRI 320: 31520, “ 31521 “

Children’s Health, Safety, and Nutrition

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Course Objectives:

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

- research and discuss current health, safety, and nutrition issues related to children, families, and early childhood programs.
- discover community resources for health, safety, and nutritional collaboration.
- assess strategies to maximize the mental, physical, and emotional health in programs for all children in accordance with culturally, linguistic, and developmentally sound practice.
- demonstrate effective strategies for evaluating health, safety, and nutrition policies and procedures.
- compare and contrast various health assessment tools and policies.
- identify environmental health and safety risks in early childhood settings.
- recall symptoms and management of common communicable diseases and other health conditions that effect young children.
- identify characteristics of abuse and neglect and demonstrate knowledge of mandated child abuse reporting procedures.
- examine variations of nutritional and health practices and perspectives in culturally-diverse communities.
- analyze the nutritional needs of children at various ages and evaluate the relationship between healthy development and nutrition.
- evaluate current health hazards in the food supply and explain the control of food borne illness.
- plan economical and nutritional menus (meals and snacks) for children that meet current state and federal guidelines.
- compare and contrast various methods of collaboration with teachers and families to promote health, safety, and nutrition in settings for children.
- demonstrate early childhood curriculum on the topics of health, safety, and nutrition appropriate for families and all children.
- evaluate and review laws, regulations, standards, policies, and procedures supporting health, safety, and nutrition in children's programs and families. (e.g. Title 22, Title 5, Fire Code)
- distinguish aspects of quality in programs for young children as related to health, safety, and nutrition, acknowledging the value of collaboration with families and the community.
- recognize a caregiver's role and responsibility to model health, safety, and nutrition habits.

Course Requirements: (See Required Textbook and Other Required Items listed on page 1.)

Online Section: This course is offered almost entirely online. Students must have basic computer familiarity such as uploading documents, saving documents as RTF (Rich Text Format) files, searching the Internet, and basic problem solving ability. Coursework can be submitted from any computer with Internet access. Computer labs on the SCC Campus can be found on the following website: <http://www.scc.losrios.edu/x1376.xml> . Online students will be required to come on campus for a mandatory orientation.

Your Weekly Online Routine:

- Check your email and connect to the D2L site regularly, (AT LEAST 3 times per week).
- Read the **NEWS** on our **Course Home Page** and then click on **CONTENT** to access each **Weekly Assignments folder**.
- For each WEEK, you should do the following, and in this order:
 1. Complete the assigned **Reading**.
 2. View the **Powerpoint and Lecture** sections.
 3. Complete the chapter **Assignments and Activities**.
 4. Participate in the **Discussion Board** topics each week. Disappearing from the Discussion Boards is like a student not attending class, and as such your disappearance may result in being dropped.
 5. **Review** using the chapter study guides and/or quizzes.
 6. All assignments must be submitted on time. **“On time”** means that the assignment will be submitted on the date that it is due. Illness and other life challenges are not excuses for forgetting and/or not being aware of due dates and assignments.
- At all times, students and instructor will use language appropriate to an academic setting.

Web Enhanced Section (Face-to-Face): The D2L website offers an abundance of enriching resources for students. To access the resources you will need the use of a computer with Internet. The instructor will hold an orientation during class time to introduce you to D2L. It is suggested that you follow instructions above for the Online Section to benefit from the supportive materials.

Semester Assignments and Child Care Center Observations:

- The usual due date for weekly assignments is by Tuesday evening at 11:55pm.
- Most major papers and assignments will be submitted using the DROPBOX in D2L.
- Save documents as RTF (Rich Text Format) files.
- Please spell-check, and proof-read your assignments before submitting them.
- All assignments must be submitted on time. On time means that the assignment will be submitted on the date that it is due.
- Ignorance of an assignment does not excuse the student from the responsibility of turning that assignment in “on time.”
If you are unsure of an assignment ask fellow students in addition to the instructor.
- Once assignments have been graded, no late papers will be accepted.
- Be sure to read the syllabus section on cheating and plagiarism.

Term Project

Health or Safety Lesson Plan and Presentation (150 Points) Due 12th WEEK

Specific instructions will be given regarding the format of the lesson plan. The online students will present their lesson plan at a child care center convenient to their location, the face-to-face class will present their activity on campus.

Cheating and Plagiarism:

All submitted written work must be in your own words. When writing a research paper you often need to refer to the work of other people—to describe their research or ideas, or to quote them, for example. Whenever you refer to, paraphrase, or quote the theories or research of other people, you need to indicate in your paper the source of your information. Thoroughly documenting your sources has a number of advantages; for example, you help your reader to check the accuracy of your description of the source, and the credibility of the source itself. Disregarding this requirement will result in an F on the assignment.

If you may consider submitting work which is not your own, do not take this class. The use of quotation marks and citation of valid sources must be reflected in all papers and projects. If you cheat or have others do your work, you will receive an F.

Discussion Boards:

There will be discussion board topics each week during the semester. You will be required to post a response to the boards and then respond to another student’s post. For any given discussion board topic you can receive 3 points for your original post and 2 points for responding to another student for a total of 5 points for each discussion board topic.

- Discussion board participation requires weekly reading assignment to have been completed and understood.
- No credit will be given to posts that do not show careful consideration of the assigned material. Read what other students have said carefully before posting your reply. You need to make sure you understand where the current discussion is headed before you make your contribution.
- A discussion is not an argument; the point is not to prove that you are right and that someone else is wrong. Instead, the goal is to share information and help all the students in the class learn more about the subject under discussion.
- As in any class, it is imperative that the learning environment is supportive, neutral and respectful. With that said, please think about what you write in the same way you would do so in a class room. Responses should be as politically correct and as inoffensive as possible. Vulgarity and other inappropriate language usage will not be acceptable and may result in you being dropped from the class.
- Your posts must also be substantive. For example, “Yeah, I agree with you,” or “I’m not really sure what I think…” or paraphrasing another student’s post would not be substantive. Your contributions should be unique, and in your own words.
- Use short and concise sentences, and get to your point quickly. If your post is on the long side, you should break it up into separate paragraphs to make it easier for others to read online, with line breaks in-between the paragraphs.
- Make sure you spell-check your written communication and proofread it for clarity (reading out loud is a great way to proofread and also to make sure what you are saying “sounds right”).

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Exams:

There will be three exams, including the final. Each exam consists of 50 multiple-choice questions. You will have 90 minutes to complete the entire exam. Exams are worth 200 points each. Even though the exams are open book, online, and taken at your convenience, you should always study for them as you would any other exam. Exams will be given through the class’ D2L site.

The instructor will give a “Make-Up Exam” within one week of the original exam. It is the student’s responsibility to schedule the make-up exam. Students may take the make-up exam if they missed the original exam, or to improve their original score. However, students taking the make-up exam will receive no more than 70% of the possible points (=140 points).

Grading:

Students’ grades will be based on accumulated points from all quizzes, discussion board participation, assignments, papers, and exams given throughout the semester. The points will be totaled at the end of the semester and the semester grade will be based on the following formulas:

Tentative POINT DISTRIBUTION		Tentative GRADE DISTRIBUTION	
Discussion Board	100	950....1055 =	A = 90—100%
Activities	165	844.....949 =	B = 80—89%
Lesson Plan	150	738... ..843 =	C = 70—79%
+Quizzes & Exams	640	633.....737 =	D = 60—69%
Total Points	1055	Below 632 =	F = Below 60%

Each student’s final grades will also reflect completion of all assignments on time, consistent class participation (face-to-face/discussion board), & cooperation throughout the semester.

Incompletes:

An “Incomplete” grade will not be given simply because you have gotten behind in your course work. College policy requires that a student must have a passing grade up to 4 weeks before the end of the semester on all required course work up to that time. An “Incomplete” is only to be given in dire circumstances such as personal illness, or a death in the immediate family.

Special Accommodations:

If a student requires special accommodations, s/he must make an appointment with the instructor during the first two weeks of the semester.

Cell phones are to be **turned off before** entering a classroom or campus computer lab.

Campus Waste Reduction:

All staff and students are expected to participate in SCC’s waste reduction program. Please reduce the amount of paper you use, reuse resources whenever possible, and always recycle the appropriate materials in the blue receptacles. We have a beautiful campus. Please help us keep it that way.

View: <http://media.scc.losrios.edu/foleyj/DangersofPlasticBags.pps>

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Tentative Class Schedule

The following assignment schedule is tentative -- please see our D2L NEWS items for any changes. Also check CONTENTS for each weekly assignment folder. D2L will be available to students beginning at the time of our class orientation.

Week/Date	Topic	Reading
1 1/19	Orientation (& Quiz) opens, Introduction, Interrelationship of Health, Safety & Nutrition	Chapter 1
2 1/26	Health of the Young Child: Maximizing the Child’s Potential	Chapter 2
3 2/2	Health Appraisals Health Assessment Tools	Chapter 3 Chapter 4
4 2/9	Conditions Affecting Children’s Health The Infectious Process and Effective Control	Chapter 5 Chapter 6
5 2/16	Communicable and Acute Illness: Identification & Mngmnt <i>*Practice Quiz for Exam 1- Open Tuesday through Monday, only</i>	Chapter 7
6 2/23	EXAM 1 <i>Completion of Student Activities-Health</i> Creating Quality Environments	Unit 1 & 2 Chapters 1-7 Chapter 8
7 3/2	Safety Management Management of Accidents and Injuries <i>*Make-up for Exam 1-Open Wednesday through Tuesday</i>	Chapter 9 Chapter 10
8 3/9	Child Abuse and Neglect	Chapter 11
9 3/16	Educational Experiences for Young Children Nutrition Education Concepts <i>*Practice Quiz for Exam 2 Open Tuesday through Monday, only</i>	Chapter 12 Chapter 21
10 3/23	EXAM 2 <i>Completion of Student Activities-Safety</i>	Unit 3 Chapters 8-12 & 21
3/29-4/4	<i>Spring Break</i>	
11 4/6	Nutritional Guidelines Food Safety <i>*Make-up for Exam 2-Open Wednesday through Tuesday</i>	Chapter 13 Chapter 20
Health or Safety Lesson Plan due 12th Week		
12 4/13	Nutrients That Provide Energy Nutrients That Promote Growth of Body Tissues Nutrients That Regulate Body Functions	Chapter 14 Chapter 15 Chapter 16
13 4/20	Infant Feeding Feeding the Toddler and Preschool Child	Chapter 17 Chapter 18
14 4/27	Planning and Serving Nutritious and Economical Meals <i>*Practice Quiz for Exam 3- Open Tuesday through Monday, only</i>	Chapter 19
15 5/4	EXAM 3 <i>Completion of Student Activities-Nutrition</i>	Unit 4 Chapters 13-20
16 5/11	<i>*Make-Up Exam 3-Open Thursday 5/11 - 15</i>	

In general, our "week" will run from Tuesday to Tuesday, with assignments due by Tuesday night at 11:55pm.

* Exceptions to the Tuesday-Tuesday schedule.

COMMUNICATION:

If you have questions or problems, make sure to speak up and let me know about it at the earliest opportunity. Just like you would raise your hand in class to ask for a question or clarification, you can send an email to me to get help (or you ask a question in the Cyber Cafe of the discussion board, etc.). If you have problems or questions, it is your responsibility to communicate that with me as soon as possible. The longer you wait, the less chance that you will get the help you need in time to solve your problem. So: speak up!

Email- Student To Instructor

When emailing the instructor always do the following-

- SUBJECT** of your email should say *HSN Online, or HSN F2F Course*
- Sign message** using your **FIRST** and **LAST** name, as it appears on your college registration forms.
- Include **previous thread** of the email if it is an ongoing communication.
- Do **NOT** type your message in all capital letters.

Email- Instructor To Student

I will respond to all emails as soon as possible. Please understand, I may not be available 24/7.

- If multiple students have a concern, the response may be posted on the D2L ANNOUNCEMENT page as a FAQ (frequently asked question).
- SCROLL through the ANNOUNCEMENT page regularly.
- I may also respond to FAQ’s using the D2L email system.
- Keep email address UPDATED in D2L throughout the semester.

Phone Messages- Student To Instructor

When leaving a voice message:

- Minimize background noise, it can drown-out your voice. (Wind, radio...)
- Speak **SLOWLY** and **CLEARLY** so I can understand what you are saying. Be prepared to leave a message **BEFORE** you call, so you know what you are going to say.
- Leave your phone number **EACH TIME** you call. I cannot memorize all of your phone numbers. (And, our office phones do not have caller ID!)
- Please repeat your phone number a second time so I can confirm I wrote it down correctly.

Follow-up on messages. If you haven’t heard from me after several days- to a week, please try again. Messages sometimes get dropped or lost accidentally.

Student-To-Student Communication:

Your fellow students are equally valuable resources for your learning.

- The Discussion Board is a tool to ask questions and communicate with each other.
- One Discussion Board Forum (called Cyber Café) is an area created for students to "virtually" hang out and get to know one another (in a politically correct manner, of course)...
 - Post any questions that you may have here -- this may include questions about due dates, activities, tests, how to access a link, etc.
 - Answer each others' questions and help each other out. Please check this board each time you log on and see if you can be of assistance to a classmate.
 - It is also a place for Students to help other students with challenging parts of the class.
 - Keep the tone positive.

DIRECTIONS FOR THE D2L Web Enhanced or ON-LINE CLASS. D2L will not be available to students until the orientation.

Your Weekly Online Routine:

- Check your email and connect to the D2L site regularly, (AT LEAST 3 times per week).
- Read the **NEWS** on our **Course Home Page** and then click on **CONTENT** to access each **Weekly Assignments** folder.
- For each **WEEK**, you should do the following, and in this order:
 1. Complete the assigned **Reading**.
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 5. **Review** using the chapter study guides and/or quizzes.
 6. All assignments must be submitted on time. "**On time**" means that the assignment will be submitted on the date that it is due. Illness and other life challenges are not excuses for forgetting and/or not being aware of due dates and assignments.
 7. At all times, students and instructor will use language appropriate to an academic setting.

What is D2L?

Desire2Learn (D2L) is a web-based course management system designed to create a rich online learning environment for students. D2L includes features such as an electronic dropbox, automated gradebook, discussion boards, and quizzes.

How do I log in to D2L?

Each student in this class has a Los Rios Online account. Because this class is only accessible to those students who are actually registered for the class, security of content, information and posts is provided. There is absolutely no advantage in lending other students your access code. All of your posts and communications will be attributed to you, and you will be held accountable for such. For this reason, and for the matter of class integrity, please do not share your access code with others!!

1. Open an Internet browser. (i.e. Firefox or Safari) You can do this at home, at a public library, or from a computer on campus.
2. Go to <http://d2l.losrios.edu> or to the eLearning link on the college homepage.
3. Enter your USERNAME and PASSWORD:
 - Students: Your username is the letter w followed by your Student ID#.
 - Your default password is your Los Rios "unified password". (The same one you use for iMail, eServices, and college email.)

How do I see my courses in D2L?

Once you have successfully logged in, look for the box labeled My Courses in the middle of the My Home screen. The names of the courses that you are enrolled in will appear if they have a D2L course site and if the instructor has made the course active. The names will be underlined and in blue type. Click the name of the course that you wish to view.

Once inside my D2L course, how do I access the course materials?

Use the navigational tool bar along the top of your course homepage. The links located on this tool bar allow you to access materials within your course. Some tools that your instructor may be using include:

- Content** may include your course syllabus, and weekly assignment instructions.
- Grades** is where you can see your grades on assignments throughout the semester.
- Dropbox** is where you can submit electronic copies of your homework to your instructor.
- Quizzes** is where you can complete course quizzes or exams.

Some helpful Tips for using D2L:

Get in the habit of using the links located on the navigational bar to move around inside your course. When exiting your D2L course, be sure to click on the Logout link AND close the browser window. This is especially important if you are using a computer in a public lab.

Mac users: Make sure you are using the most current version of either Safari or Firefox.

Discussions in D2L: Click the Discussion link on your course navigation bar

How do you post to the Discussion Board?

POSTING a RESPONSE: After reading the question or topic consider what your thoughtful contribution is going to be.

1. Go into the Topic and click the **Compose** button to add a new message.
2. Give the message a Subject and type your Response in the larger box.
3. Click **Post** to add your message and view it in the main discussion list.
4. **READ** other students’ posts.
5. **REPLY** to another student’s post by clicking on **Reply** after you have read their post.
6. Enter a thoughtful response to their post and click on **Submit**.

Using the Dropbox: Click the Dropbox link on your course navigation bar.

The Dropbox tool lets you submit assignments electronically, eliminating the need to mail, fax, or email assignments. Simply upload your assignment to the appropriate folder.

From Folder List page you can view:

1. A list of assignment folders and related attachments.
2. The number of assignments that you submitted to each folder.
3. Whether feedback, including grades has been left for you.

Uploading your Assignment to Dropbox

When you have completed your assignment, do the following:

1. Save the file to your computer. Be sure to save it as an .rtf and add your last name like this:
Week1-Article-Name.rtf
2. Go to the main Dropbox page, click the name of the Folder: Week1: Article Review.
3. Click Add a File.
4. Browse and Open your file.
5. Click Upload to attach the file.
6. Enter any comments in the Comment field.
7. Click Upload.
8. You will see your file under the "Add a File" button.
9. Click the "Submit" button

How to Create a Rich Text Format file:

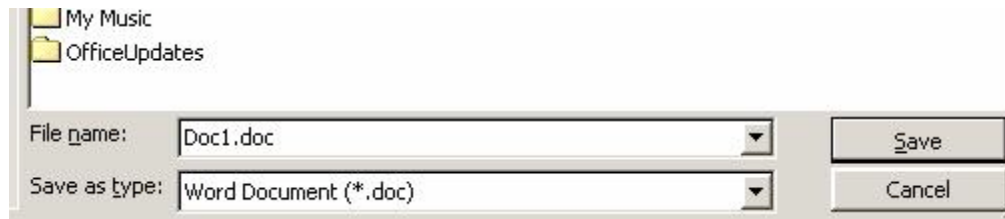
- Your homework must be submitted in Rich Text Format (or as an RTF File).
- Any word processing program can open and read a Rich Text Format file.
- Any word processing program can create a Rich Text Format file.
- These are the steps to create an RTF file with Microsoft Word or most other word processing programs.
- All word processing programs have the ability to save a document as an RTF file.

This option is accessed through the following steps:

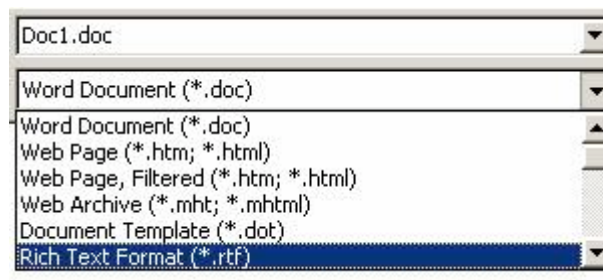
1. Click on “File,” then “Save As...”



2. Click on the “Save As Type” drop down arrow.



3. Choose “Rich Text Format (*.rtf)” from the “Save As Type” pull-down menu.



Taking Quizzes and Exams: Click on the Quizzes link on the course navigation bar.

Click on the Quiz you need to take and read any instructions carefully.

A new screen will appear. Answer the quiz questions by selecting an answer from the list of options or by filling in the appropriate text field. After you choose your answer on each question, then **Click SAVE**.

Note Make a habit of clicking the Save All Responses button regularly if there are a lot of questions on a single page or you are working on a time-consuming question.

Click the Next Page or Previous Page icon to navigate between pages.

Click the Go to Submit Quiz button when you are ready to submit.

Note If you try to submit a quiz with unanswered questions, you see a warning at the top of the Submit Quiz page.

Click the links below the warning to return to the unanswered questions.

When you finished revising questions, click Submit Quiz.

Time restricted quizzes --

- If your quiz has a time-limit you may forced to submit your quiz. At the end of the designated time period, only saved questions are submitted.
- Make sure you save regularly near the end of the quiz period and try to finish and submit the quiz before the time expires.

Viewing Quiz Results:

To access information about your submissions and to see your quiz score: From the main Quiz List, click the Submissions icon beside the quiz you want to view.

Please be sure you have completed and understand the online demonstrations at:

<http://web.scc.losrios.edu/foleyj/orientation>