



## CCC150 Child Care Lab 1 Syllabus

### Course Information

Credits	5
Campus	Washburn Institute of Technology
Address	5724 SW Huntoon
City/State/Zip	Topeka, Kansas 66604
Office Fax	785-273-7080

### Description

This course involves participation in the licensed child care center under supervision of the unit leader. Students use knowledge and skills expected of professionals new to the early care and education field. Assessment of the course includes preparing lesson plans and implementing activities in the center with evaluation completed by the unit leader.

### Textbooks

none

### Student Learning Outcomes:

- A. Communicate effectively
- B. Integrate technology
- C. Learn effectively
- D. Demonstrate cooperative teamwork skills
- E. Apply safety in the workplace
- F. Think critically and creatively
- G. Demonstrate responsible work ethics

### Competencies

1. Follows a daily schedule.
2. Actively participates in children's activities.
3. Encourages children to ask questions and actively listens to their responses.
4. Asks relevant open-ended questions.
5. Encourages children's verbal interactions with others.
6. Helps children learn to communicate and get along with others by expressing their feelings and asserting themselves in positive ways.
7. Demonstrates realistic expectations for children's understanding and use of speech.
8. Reads to children, modeling proper inflection, emphasis, and meaning.
9. Models appropriate handwriting on children's materials.
10. Respects that children develop at their own rate.

11. Helps children feel valued as members of the group allowing them to present ideas and make choices.
12. Emphasizes cooperation in games and activities.
13. Values process as more important than product.
14. Communicates daily events (Toddler Unit).
15. Communicates weekly events through a newsletter (Preschool Unit).
16. Actively supervises and interacts with children to ensure safety both indoors and out.
17. Avoids actions that would physically and emotionally harm children.
18. Cares for children based on positive, warm, nurturing relationships
19. Encourages independence in self-help skills.
20. Helps children practice appropriate hand-washing techniques.
21. Practices safe food handling and observes general sanitation practices.
22. Provides appropriate nutritional snacks in a pleasant environment.
23. Practices safe diapering procedures.
24. Responds to children's injuries.
25. Establishes and communicates limits for acceptable behavior using positive behavior guidance.
26. Leads activities in a positive, relaxed, and pleasant atmosphere.
27. Maintains confidentiality.
28. Follows regulations regarding health and safety.
29. Complies with program policies and licensing regulations.
30. Works effectively with support staff and team members to strengthen the program team.
31. Exhibits good hygiene and personal appearance.
32. Demonstrates good work habits.
33. Accepts advice and constructive criticism to improve.
34. Evaluates own performance and sets goals to advance in the knowledge of child care.

## Guidelines for Success

### Assessment Plan

Assessment is an integral part of the educational process at Washburn Tech and accurate feedback is an important tool in continuously improving the institution's technical programs. Students can expect to participate in assessment activities prior to entry into programs, within specific courses and following program completion for specific fields of study.

### GRADING CRITERIA

Grades are earned using a point system. Grade percentage is determined by calculating number of points earned divided by the number of points available. Points are earned daily for attendance and participation as well as through assignments and work in the lab setting.

#### Grading Scale

90-100%	A
80-89%	B
70-79%	C
60-69%	D
59%-Below	F

### Attendance

If a student will be absent, he or she must call the instructor before class begins in order for the absence to be excused. If a student knows in advance of an absence, he or she may tell the instructor at that time.

Any other absence is considered unexcused.

Excused lab time is made up by substituting in the lab for another student or observing at another child care facility. Unexcused absences result in a loss of daily points as well as points available for that day in the lab.

### **Disability**

The Special Support Services (SSS) Office is responsible for assisting in arranging accommodations and for identifying resources at Washburn Institute of Technology for persons with disabilities. Qualified students with disabilities **MUST** register and provide documentation with the office to be eligible for services. New requests for accommodations should be submitted two months or more prior to the date services should begin; however, contact the SSS Office as soon as a need may arise. Depending on the accommodation request, four to eight week lead time may be needed for timely and effective provision of services. SSS coordinates and assist in arranging services it deems appropriate of eligible students on a case-by-case basis.

If you are a student with a disability that may substantially limit your ability to participate in this class and believe you will need accommodations, it is your responsibility to contact:

Special Support Services Coordinator

Phone: 785-228-6356

E-Mail: [ssscoordinator@washburn.edu](mailto:ssscoordinator@washburn.edu)

