SAULT COLLEGE OF APPLIED ARTS AND TECHNOLOGY

SAULT STE. MARIE, ONTARIO

SAULT COLLEGE

COURSE OUTLINE

COURSE TITLE: Quality Assurance in Early Childhood Settings

CODE NO. : ED 288   **SEMESTER:** Four

PROGRAM: Early Childhood Education

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DATE: Jan. 2015   **PREVIOUS OUTLINE DATED:** Jan 2014

APPROVED: *"Angelique Lemay"*   *Dec. 22, 2014*

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                 DEAN   **DATE**

TOTAL CREDITS: 3

PREREQUISITE(S): ED136

HOURS/WEEK: 3

I.   COURSE DESCRIPTION:

An examination of current issues, social and governmental policies, advocacy, professional standards and the administrator's role will provide students with an understanding of the importance of quality in early childhood settings. Throughout this exploration, students will be challenged to develop their own philosophy of early childhood education by gaining an insight into the relationship between quality and the evolution of early childhood education.

II.   LEARNING OUTCOMES AND ELEMENTS OF THE PERFORMANCE:

Upon successful completion of this course, the student will demonstrate the ability to:

1.   **examine relevant legislation, policies, procedures, regulations, and issues that impact on the education and care of young children.** *(Reflection of * VLO #7)*

       Potential Elements of the Performance:
       - understand the roles of government; federal, provincial and municipal
       - identify current government child care roles; federal, provincial and municipal
       - identify the impact of regulatory bodies, social policy, funding and administrative practices on early learning programs and policy
       - describe the tasks and responsibilities of early childhood educators in relation to legislation, licensing, policies, and procedures
       - identify issues related to quality early learning programs

2.   **develop a personal philosophy of early learning in accordance with ethical and professional standards of early childhood education practice** *(Reflection of *VLO # 8)*

       Potential Elements of the Performance:
       - examine personal values and beliefs and how they influence a personal philosophy of early childhood education
       - identify and use evidenced-based resources to build one's own developing philosophy of early childhood learning
       - reflect on practice experiences and integrate them with theoretical perspectives when refining one's own developing philosophy of early childhood learning
       - ensure congruency between one's personal philosophy of early childhood education and current research and legislation
       - use available resources and participate in discussions which will effect personal and professional change

3.   **advocate for quality early learning environments** *(Reflection of *VLO #9 and 8)*

Potential Elements of the Performance:
- understand the rights of children
- understand the role of advocacy in early childhood education
- recognize various organizations advocating on behalf of early childhood development and early childhood educators
- advocate for the advancement of early childhood education

4.   **act in a professional manner** *Reflection of *VLO #6 and Essential Employability Skills #1, 5 and 6*
Potential Elements of the Performance:
- use self-reflection and self-evaluation skills in an ongoing manner
- contribute one's own ideas, opinions and information while demonstrating respect of those of others
- communicate clearly, concisely, tactfully, and effectively in written, spoken, and visual form
- work collaboratively with others
- take responsibility for one's own actions, decisions, and consequences
- apply an accepted standard of writing, grammar, spelling and format to all submitted documents.
- comply with ECE Confidentiality Policy, the ECE Program Guide, the Sault College Student Code of Conduct, and CECE Code of Ethics and Standards of Practice

* VLO - Ministry of Training, Colleges and Universities, ECE Program Standards Vocational Learning Outcomes

III.   **TOPICS:**

1. Defining Quality
2. Historical study of child care
3. The state of child care in Canada
4. The role of governments related to early childhood education
5. Governance
6. Administration: Operations, Financial Management, Human Resources
7. Professionalism
8. Personal philosophy
9. Advocacy in early childhood education

IV.   REQUIRED RESOURCES/TEXTS/MATERIALS:

On-Line Documents   Only portions will be used

1. College of Early Childhood Educators, Ontario. (2011) *Code of Ethics and Standards of Practice.*   Available online: http://www.college-ece.ca/Pages/default.aspx

2. Government of Ontario Publications. (1990) *Revised Statutes of Ontario.*   Available online: http://www.e-laws.gov.on.ca/html/regs/english/elaws_regs_900262_e.htm

3. Ontario Ministry of Child and Youth Services. (2007). *Early Learning for Every Child Today: A Framework for Ontario early childhood settings.* Available online: http://www.edu.gov.on.ca/childcare/oelf/

4. Ontario Ministry of Education. (2014) *Day Nurseries Act for Child Care Supervisors of Ontario.* Available online http://childcarelearning.on.ca

5. Ontario Ministry of Education (2010 – 2011) *The Full-Day Early Learning – Kindergarten Program (draft)*   Available online: http://www.edu.gov.on.ca/eng/curriculum/elementary/kindergarten_english_june3.pdf

V.   EVALUATION PROCESS/GRADING SYSTEM:

ASSIGNMENTS

Weekly Summary   ***25%***
Students will be asked to prepare and document their course learning though methods of reviewing relevant information, engaging in class activities and discussions, and reflecting on the content covered each week.

Gatekeeper of Quality   **20%**
By interviewing a supervisor you will learn more about the role of a supervisor and the operations of early learning programs.

Leadership and Advocacy Event: **15%**
   A) Each student will plan and participate in a personal act of advocacy and reflect on the experience.
   B) Students will, host, and participate in offering a professional development opportunity for the community facilitated by a representative from the College of ECE.
The date has been set for Thursday February 9, 2015 from 6:00 -8:00 pm. Please make arrangements to attend this event.

V.   EVALUATION PROCESS/GRADING SYSTEM:

ASSIGNMENTS

Professional Awareness Journal   30%
Using your journal, you will reflect on your learning and develop a personal philosophy of early childhood learning.

QUIZZES   1*0%*
Short quizzes at the end of each module will be completed on LMS during designated non-class time periods.

Note

There may be some **evening presentations**.   Dates will be announced two weeks prior to the presentation. Attendance is mandatory.
This is a "process" course, and class participation is **crucial**

The following semester grades will be assigned to students:

Grade	Definition	Grade Point Equivalent
A+	90 – 100%	4.00
A	80 – 89%	
B	70 - 79%	3.00
C	60 - 69%	2.00
D	50 – 59%	1.00
F (Fail)	49% and below	0.00

CR (Credit)	Credit for diploma requirements has been awarded.
S	Satisfactory achievement in field /clinical placement or non-graded subject area.
U	Unsatisfactory achievement in field/clinical placement or non-graded subject area.
X	A temporary grade limited to situations with extenuating circumstances giving a student additional time to complete the requirements for a course.
NR	Grade not reported to Registrar's office.
W	Student has withdrawn from the course without academic penalty.

VI.   SPECIAL NOTES:

<u>ECE Program Guide:</u>
Students are expected to be familiar with and adhere to the policies and practices outlined in the *Early Childhood Education: A Guide to your Program* booklet. This information will be reviewed at the beginning of the semester and will be posted on LMS.

Attendance:
> Sault College is committed to student success. There is a direct correlation between academic performance and class attendance; therefore, for the benefit of all its constituents, all students are encouraged to attend all of their scheduled learning and evaluation sessions. This implies arriving on time and remaining for the duration of the scheduled session.

Assignment submission format
> All assignment submissions (unless specifically stated by the professor) are to be submitted electronically no later than the scheduled due date/time through the course LMS drop box. Unless previously negotiated with the professor, assignments submitted through direct email to the professor will not be accepted.
> All assignment submissions must be sent in PDF format or. If the professor is unable to "open" or read the submission, the student will be notified by email and receive a mark of "0" for the assignment.

Submission due dates:
> The scheduled due date for all assignments / tests are located on the assignment outline and on the LMS calendar. NOTE: the due date and time indicates that the Instructor has received the assignment, not when the student submits the assignment. It is the expectation that students refer to the course site on LMS to keep track of assignments due dates and expectations. Students are expected to submit their assignments no later than the scheduled due date and time posted on LMS.

Late submissions:
> Late submissions will be accepted for a period of 5 days after the scheduled time /due date. Assignments will not be accepted / graded after 5 days. Late submissions received after the scheduled due date / time will receive a 5% deduction on the overall assignment mark and a further 5% deduction for every day the assignment is late up to a maximum of 25% (5 days). *NOTE: The Late Submission option is not applicable to assignments with Extensions. Late submissions will not be accepted past the last scheduled class for the course.*

Requests for Extensions:
> Students can request the professor to consider extending the due date based on extenuating circumstances that the student presents. Only extension requests made by email to the professor 24 hours before the scheduled due date and time will be considered. Granting extensions and determining the length of extension is up to the discretion of the professor. *NOTE: Assignments with extended due dates will not be accepted past the last scheduled class for the course. The Late submission policy does not apply to due dates with extensions.*

Presentations

Students must notify the professor through a direct email to the professor prior to the presentation date of their absence. The student is encouraged to communicate the circumstances that the student is experiencing that are preventing them from completing the assignment. It will be up to the discretion of the professor if an alternate date / arrangement can be made. Students who fail to notify the professor of their absence prior to the presentation, will receive an automatic mark of "0" for the assignment.

Quizzes/ Tests

All quizzes will be delivered through the Course LMS 'Quiz' featured. The date and time availability of the quiz will be clearly posted and communicated on LMS. It is the student's responsibility to keep track of dates / times when quizzes and tests are scheduled. It is up to the student to complete the quiz by the closing date and time. Students must notify the professor through a direct email to the professor 24 hours prior to the scheduled quiz / test if they are unable to complete the quiz. It will be up to the discretion of the professor if an alternate date/arrangement can be made. Students who fail to notify the professor fo their absence prior to the test/quiz will receive an automatic mark of "0" for the test/quiz assignment.

Learning Environment

In the interest of providing an optimal learning environment, students are to follow these expectations;

- Students are expected to conduct themselves within the class in a professional and respectful manner. Students should be aware that the expectations for their conduct in class are outlined in the "STUDENT CODE OF CONDUCT" found on the Sault College website / Student Services.
- Students are expected to be prepared for each class by ensuring that they have brought all of the required materials and resources to the class.
- Light snack foods are permitted in the class during scheduled class, however students who wish to consume "meals" will be asked to consume their meal in another location outside of the classroom setting.
- Scent free classrooms are requested by the professor to ensure a safe environment for those who are sensitive to scents.
- Students are responsible for obtaining course material missed due to class absence.

VII.   COURSE OUTLINE ADDENDUM:

The provisions contained in the addendum located on the portal form part of this course outline. Students are expected to adhere to these expectations; therefore they must review the addendum and be familiar with these expectations.