



ECED-120 – Introduction to Professional Practice

Health and Human Services

Effective Term & Year: Fall 2022

Course Outline Review Date: 2025-03-01

Program Area: Child Youth and Family Studies

Description:

Through this course, students will develop an understanding of the roles and responsibilities as professionals and approaches to practice. Students will apply regulatory requirements in their exploration of ethical challenges and certification. Students will research provincial programs and resources, and create budgets including payroll. Students will use aspects of the early learning framework to guide their practice.

Program Information:

This course is a required third semester course for the Child, Youth and Family Studies Program: Early Childhood Education Specialty.

Delivery Methods: On-campus (Face-to-Face), Online

Credit Type: College of the Rockies Credits

Credits: 3

Instructional Activity and Hours:

Activity	Hours
Classroom, Directed Studies or Online Instruction	45
Seminar/Tutorials	
Laboratory/Studio	
Practicum/Field Experience	
Co-op/Work Experience	

Other

Total	45
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Course Requisites:

- Complete all of the following
 - Earned a minimum grade of C+ (65%) in at least 1 of the following:
 - ENFP 12 – English First Peoples 12
 - ENST 12 – English Studies 12
 - ENGL090 – English – Provincial Level
 - Completed the following:
 - ECED129 – Introduction to Early Childhood Education (3)
 - ECED131 – Principles of Program Development (3)

Flexible Assessment: Yes

In some cases students may be able to apply for recognition of prior learning outside the classroom. This flexible assessment process provides equivalent course credit. It is a rigorous process that may include external evaluation, worksite assessment, demonstration, standardized test, self-assessment, interview, products/portfolio, and challenge exam, or other measures as appropriate. Tuition fees apply. Contact an education advisor for more information.

Course Transfer Credit:

For information about receiving transfer credit for courses taken at either British Columbia or Alberta institutions, please see <https://www.bctransferguide.ca/> or <https://transferalberta.alberta.ca> . For more transfer credit information, please visit <https://www.cotr.bc.ca/Transfer>

All requests for course transfer credit from institutions in British Columbia or elsewhere should go to the College of the Rockies Enrolment Services office.

Textbook Resources:

Textbook selection varies by instructor and may change from year to year. At the Course Outline Effective Date the following textbooks were in use:

Community Care and Assisted Living Act. *Child care licensing regulation*. (2007). Victoria, BC: Queens Printer

Early Childhood Educations of BC. (2008). *Code of ethics* (6th ed.). Vancouver, BC: ECEBC

Haig, J., & MacMillan, V. (2018). *Cities and sources: An APA documentation guide* (5th ed.). Toronto, Ontario: Nelson Education

Please see the instructor's syllabus or check COTR's online text calculator <https://textbook.cotr.bc.ca/> for a complete list of the currently required textbooks.

Learning Outcomes:

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

- describe regulatory framework relating to the child care field;
 - demonstrate an understanding of provincial programs and resources;
 - examine ethical issues and develop a personal and professional code of ethics;
 - describe the roles and responsibilities of the early childhood educator as a professional;
 - identify resources and services locally, provincially, nationally and internationally;
 - identify early childhood professional organizations;
 - demonstrate the basics of payroll and budgets for operating child care programs;
 - describe boundaries, goals and responsibilities;
 - describe characteristics and composition of own community;
 - define skill level and knowledge of early childhood educators;
 - describe the provincial guidelines for early childhood educator certification
 - discuss strategies to prevent burnout;
 - identify and link the early learning framework to practice; and
 - discuss indigenous education and practices as a guide to create balance in self and child care programs.
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Course Topics:

- Code of Ethics
- Payroll and Budgets
- Professional Boundaries
- Provincial Programs and Funding Government Programs
- Regulatory Framework
- Stress
- Resource for educators, children and families
- Early Learning Framework

See instructor's syllabus for the detailed outline of weekly readings, activities and assignments.

Evaluation and Assessments

Assessment Type: On-Campus (face-to-face) and Online, or Hybrid

Assessment Type	% of Total Grade
Discussions	20%
Resource Collection	10%
Governance and Agency Research	10%
Personal & Professional Code of Ethics	10%
Budgets & Payroll	25%
Quiz	25%
Total	100%

Grade Scheme

A+	A	A-	B+	B	B-	C+	C	C-	D	F
>=90	89-85	84-80	79-76	75-72	71-68	67-64	63-60			<60

Pass requirements: A passing average (60% or higher) on all assignments and evaluations.

Exam Attendance:

Students must attend all scheduled exams at the appointed time and place. Instructors may approve an alternate exam to accommodate an illness or personal crisis. Department heads will consider other written requests. Any student who misses a scheduled exam without prior approval will receive a "0" on the exam.

Academic Policies:

College of the Rockies policies related to courses can be found at <https://cotr.bc.ca/about-us/college-policies/> and include the following:

- Policy 2.4.3 Students with Documented Disabilities
- Policy 2.4.4 Student Conduct (plagiarism, other cheating, behavioral misconduct)
- Policy 2.5.8 Academic Performance
- Policy 2.5.3 Grade Appeal
- Policy 2.4.9 Student Concerns Re Faculty

Equivalent Course(s) and Course Code Changes

Course Changes:

The College of the Rockies updates course outlines regularly to meet changing educational, employment and marketing needs. The instructor will notify students in writing of any updates to this outline during the semester. The instructor reserves the right to revise, add or delete material while meeting the learning outcomes of this course outline.