

Delta College Child Development Program

Program Requirements and Practicum Guidelines

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Table of Contents

Part 1: Child Development Program

1. Welcome and Introduction
2. Certificate and Degree Options
3. Transfer Opportunities
4. NAEYC Standards
5. Program Conceptual Framework
6. Program Coordinator Contact Information

Part 2: Child Development Practicum

1. What is a Practicum?
2. CD courses That Require a Practicum
3. Practicum Course Sequence and Prerequisites
4. Required Paperwork
5. Practicum Requirements
 - a. CD 110
 - b. CD 113
 - c. CD 117
 - d. CD 210
6. Practicum Sites and Securing a Practicum
7. Practicum Duties and Responsibilities
8. Practicum Dress Code and Professional Behaviors

Part 3: Child Development Program Student Commitment and Responsibilities

1. Delta College Student Code of Ethics and Professional Responsibilities
2. NAEYC Code of Ethical Conduct
3. Signed Statement Of Behavior and Commitment

Part 1: Program

Welcome to the Delta College Child Development Program!

The courses you take in this program will prepare you for a wide variety of professional early childhood opportunities and will serve as the basis of your educational and professional journey.

Background Check

Students in the Child Development Program must be free of a criminal background that prohibits them from volunteering and/or working with young children. Please see the end of this document for the exclusion list.

Certificate and Degree Opportunities

There are 3 certificates and 1 degree program offered. Please see the links below for more information on each.

Keep in mind that if you take just one additional class--the CD 109 Introduction to the Educational Paraprofessional course (2 credits), you can apply for all 3 certificates when you apply to graduate with your associate degree!

The CDA Prep Certificate/Certificate of Achievement

http://catalog.delta.edu/preview_program.php?catoid=10&poid=4139&returnto=127

The Educational Paraprofessional Certificate

http://catalog.delta.edu/preview_program.php?catoid=7&poid=2673&returnto=996

The Child Development Advanced Certificate

http://catalog.delta.edu/preview_program.php?catoid=7&poid=2671&returnto=996

The Child Development Associate Degree in Applied Arts

http://catalog.delta.edu/preview_program.php?catoid=7&poid=2672&returnto=996

Transfer Opportunities

Our degree can be transferred to several 4 year institutions for continued education and career advancement.

<https://www.delta.edu/academics/transfer/>

Students can take additional coursework in Early Childhood Education or Elementary Education through Ferris State University right on our Delta College main campus.

<https://www.ferris.edu/RSS/transfer/collegetransfer/guides/DeltaCollege.ht>

NAEYC Professional Standards

https://www.naeyc.org/sites/default/files/globally-shared/downloads/PDFs/resources/position-statements/professional_standards_and_competencies_for_early_childhood_educators_-_exec_summ.pdf

Delta College Conceptual Framework

The Child Development Candidates at Delta College will have specialized skills in the following areas:

- Child Development: Students will understand child development and apply that knowledge when working with young children.
- Developmentally Appropriate Practices: Students will use age, individual and culturally appropriate practices in their work with children and families
- Families and Community: Students will know how to respectfully and appropriately engage with diverse families and communities
- Plan, Implement and Assess: Students will know how to plan, implement and assess high quality learning opportunities for children birth-8
- Professionalism: Students will graduate with the skills necessary for employment in the field of early childhood education

Faculty Contact

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Part 2: Practicum

What is a Child Development Practicum?

- A practicum is a required experience working with children in a specific early childhood setting. Fieldwork is required for certain CD classes (see below) and each will have particular requirements in terms of age group, setting and/or program type. More information will be provided for each fieldwork experience required.
- Students CAN use their paid work with children IF the program setting meets the requirements of the particular course.
- If a student is performing volunteer (unpaid) fieldwork the student volunteer MUST BE SUPERVISED AT ALL TIMES. It is the students' responsibility to make sure they are never left alone with the children at any time, including taking children outside of the classroom, supervising restroom breaks or any other time when the student would be alone with a child(ren). Students can only be left alone with children if they are acting in a paid role by the program and have the proper clearances as required by LARA.
- Questions about the appropriateness of a practicum site for any particular course must be directed to the CD Program Coordinator. Students are ultimately responsible for making sure their practicum fits the requirements of the course. Failure to do so may result in being dropped from the course.

CD Courses that Require a Practicum

- CD 110W: Infant Toddler Development (30 hours)
- CD 113W: Guidance Strategies (30 hours)
- CD 115W: Preschool Practicum (90 hours)
- CD 117W: Student Teaching (150 hours)

Total Hours required: 300

CD Practicum Course Sequence and Prerequisites

CD courses should be taken one per semester in order to balance requirements. For full time students, it is suggested that in the first year CD 110 and CD 113 are taken (one per semester). CD 115 (prereqs: CD 110, 112 and 113) should be taken in the third semester and CD 117 (prereqs: CD 110, 115 and ED 201) taken in the fourth semester. If you are a part-time student, you may be stretching the semesters, but the order is the same.

Required Paperwork and Practicum Requirements

Students enrolled in the Delta College Child Development Program are required to be of good moral character and be able to obtain the proper health and safety documentation.

Paperwork should be completed PRIOR to the first practicum class and submitted no later than the first week of class.

To learn more about the requirements, please visit our paperwork documentation site at:

<https://sites.delta.edu/collegeinfo/Academics/Divisions/SitePages/Child%20Development.aspx>

- ★ Paperwork to be submitted once at the beginning of fieldwork experiences:
 - Copy of Michigan Driver's License or State ID
 - Criminal History Release Form
 - Hepatitis B vaccination waiver
 - CD Practicum Application
 - Bloodborne Pathogens training certificate

- ★ CD 110:
 - Practicum Agreement for an Infant or Toddler Classroom in a Licensed Child Care Center

- ★ CD 113:
 - Practicum Agreement for a classroom in a Licensed Child Care Center (including Head Start or GSRP) or Elementary School serving children Preschool-3rd grade. You get to choose which age group you'd like to work with in that range.

- ★ CD 115:
 - Practicum Agreement for a classroom in a Licensed Child Care Center (including Head Start or GSRP) or Elementary School (private, parochial, or public) serving children 3-6 in either a preschool or Kindergarten classroom.
 - Additional Requirements
 - TB test

- ★ CD 117:
 - Practicum Agreement for one of the following classroom types ONLY:
 - Head Start
 - Michigan Great Start Readiness Program (GSRP)
 - Kindergarten or Young 5s classroom (any school setting)
 - Additional Requirements:
 - TB test

Practicum Sites and Securing a Practicum

Students are required to secure their own practicum sites, based on their geographic location and career goals, while following the site requirements for each course as described above. Students should select several possible site options as soon as possible and directly contact the program or teacher personally. Introduce yourself as a Delta College practicum student and then detail the type of classroom setting you are looking to volunteer in. Our students have been participating in practicums across several neighboring counties for many years and are familiar with what you are needing to do. Your individual instructor will also provide paperwork for you to share with your mentor teacher at the beginning of each course/semester.

There is a list of prior student sites for each located here. This should be used only as a guide and does not imply quality or endorsement.

<https://sites.delta.edu/collegeinfo/Academics/Divisions/SitePages/Child%20Development.aspx>

Part 3: Ethical Code of Conduct and Commitment

Students in the Child Development program commit to following the Delta College Student Code of Ethical Conduct, Student Integrity of Academic Work and the NAEYC Code of Ethical Conduct

DELTA COLLEGE STUDENT CODE OF ETHICAL CONDUCT

We students acknowledge that Delta College is an educational institution that values equality of opportunity, academic freedom, academic excellence, diversity, and life-long learning. We respect the mission and values of Delta College, and recognize our obligations to fellow students, to faculty, to staff, and to the community.

Obligations to our fellow students and to faculty: We treat all students and instructors with respect, honesty, and fairness, and uphold their rights to autonomy, privacy, and safety. We support the rights of others to express their views in the spirit of academic freedom, and will not ridicule, intimidate, or coerce students or instructors. We encourage academic excellence and discourage academic misconduct. We are committed to learning, to our obligations as students, and to the highest standards of academic integrity.

Obligations to staff and to our community: We read, understand, and comply with all Delta College policies, rules, and regulations in our roles as students. We treat staff and all members of the Delta College community with respect, honesty, and fairness. We are devoted to safeguarding the resources of Delta College, and to using those resources for the benefit of the College and its surrounding communities.

INTEGRITY OF STUDENT ACADEMIC COURSEWORK

I. Statement of Values:

The principles of truth and honesty are fundamental to a community of learners. All members of the Delta College Community are expected to honor these principles and are responsible for maintaining the integrity of academic coursework at the College.

Plagiarism or any misrepresentation of work, unsanctioned collaboration, use of prohibited materials, and participation in any form of dishonesty all constitute violations of this policy.

Violations of this policy will result in the actions and consequences specified within this policy.

II. Faculty determine standards of integrity for academic coursework.

Examples of academic dishonesty that would constitute violations of this policy include, but are not limited to, the following:

- A. Plagiarism^[1]
- B. Cheating on tests, quizzes, or any assignments
- C. Aiding and abetting dishonesty
- D. Falsification of records and official documents

III. Faculty should do the following, where applicable and when appropriate:

- A. Provide clarification about the nature of academic dishonesty.
- B. Clarify expectations for homework, assignments, collaborative student efforts, research papers, exams, etc.
- C. Identify any specific style/format requirements for assignments.
- D. Communicate ethical and professional standards associated with courses and programs.

- E. Honor principles of truth and honesty and in so doing protect the validity of college grades.
- IV. Delta College Students are responsible for understanding and following:
- A. All provisions of this policy including, but not limited to, examples under I and II above.
 - B. Specific course policies for academic work.
 - C. Other College policies as specified in the current Delta College Catalog.
 - D. Academic principles of honesty and integrity.
 - E. The Disputed Final Grades policy, which gives students the right to appeal any grade affected by a charge of academic dishonesty.
- V. Process for Policy Violations by Students

Faculty may use their discretion and judgment in any suspected violation of this policy, including limiting the action to a warning in cases where the student's course grade will not be affected, in which case the faculty member will explain the violation to the student and warn the student of future consequences for similar behavior. If the faculty member determines that this policy has been violated and the student's course grade will be affected, then the following process will be followed:

- A. The faculty member will explain the decision in writing to the student within a reasonable time frame, but this notification must take place before final course grades are submitted. The faculty member will then send a copy of the written explanation, with appropriate documentation, to the academic Associate Dean.
 - B. The academic Associate Dean is responsible for notifying the student of Senate Policy 4.060 Integrity of Academic Work and forwarding the information submitted by the faculty member to the appropriate Academic and Student and Educational Services administrators.
 - C. The Chief Academic Officer of the College will determine appropriate consequences beyond the course grade for the student, including, particularly in the case of a repeated violation of this policy, possible dismissal from the College.
 - D. The College will maintain permanent records of these violations.
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[1] Plagiarism is defined as, “the false assumption of authorship; the wrongful act of taking the product of another person’s mind and presenting it as one’s own.” As developed by Alexander Lindey in “Plagiarism and Originality” (N.Y.: Harper, 1952)

NAEYC Code of Ethical Conduct and Statement of Commitment

https://www.naeyc.org/sites/default/files/globally-shared/downloads/PDFs/resources/position-statements/Ethics%20Position%20Statement2011_09202013update.pdf

Signed Statement of Behavior and Commitment

As a student of the Delta College Child Development program, I understand the following:

- ★ Child Abuse and Neglect is against the law and I am a mandated reporter
- ★ I must participate in no fewer than 300 hours of practicum experience with children birth to age 8
- ★ I must choose at least 2 different practicum sites over the course of my program. Students may not choose the same child care program or setting for all 300 practicum hours
- ★ I will behave ethically and morally, including in my practicum as well as in my college classes
- ★ I will dress and conduct myself professionally
- ★ I will follow all state and federal laws as well as policies and practices set forth by Delta College and my practicum site(s) including but not limited to those above:

Signed:

Dated:

Child Care Exclusionary Offenses A Quick Reference Guide

This is a reference guide that may be used to help determine if an individual may be eligible to receive a license for a child care facility, be an adult member of the household, work as child care staff, or be a volunteer with unsupervised access to children in a licensed child care facility.

The following may lead to an individual being found “ineligible” to be connected with a child care facility.

PERMANENT EXCLUSION

An individual will be found permanently ineligible if he/she:

- Named in a Central Registry Case as a perpetrator of child abuse or child neglect. “Child abuse” and “child neglect” means those terms as defined in Section 2 of the Child Protection Law, 1975 PA 238, MCL 722.622.
- Registered, or is required to be registered on a state sex offender registry or repository or the National Sex Offender Registry.
- Has been convicted of a Felony consisting of 1 or more of the following or any other state or federal equivalent for the following:
 - 1) Murder or Homicide.
 - 2) Child Abuse or Child Neglect.
 - 3) A crime against a minor child including, but no limited to, child pornography.
 - 4) Spousal abuse or domestic violence.
 - 5) A crime involving rape or sexual assault.
 - 6) Kidnapping.
 - 7) Arson.
 - 8) Physical assault or battery.
 - 9) Human Trafficking or Involuntary Servitude.
- Has been convicted of a Violent Misdemeanor against a child, including, but not limited to, 1 or more of the following crimes:
 - 1) Child Abuse.
 - 2) Child Endangerment.
 - 3) Sexual Assault.
 - 4) Misdemeanor Child Pornography.

10 YEAR EXCLUSION FROM DATE OF CONVICTION (IF NOT INCLUDED IN THE LIST FOR A PERMANENT EXCLUSION)

An individual will be found ineligible if he/she has a conviction for the following Felonies or an Attempt or Conspiracy to Commit 1 or more of the following unless 10 years have lapsed:

- 1) Felony harm or threatened harm to an individual.
- 2) Felony involving the use of a firearm or dangerous weapon.
- 3) Felony involving cruelty or torture of any person.

- 4) Felony involving a substantial misrepresentation of any material fact, bribery, fraud, larceny, embezzlement, theft, home invasion, breaking and entering, receiving and concealing stolen property or a crime of similar statute.
- 5) Felony involving operating a motor vehicle while intoxicated or impaired causing serious injury or death.
- 6) Felony involving the use of a computer or the internet to commit a crime.
- 7) Felony involving the cruelty to animals, including, but not limited to, fighting, killing, torturing, and abandoning.
- 8) Felony involving aggravated stalking, aggravated indecent exposure by a sexually delinquent person, pandering, transporting an individual for prostitution, and keeping, maintaining or operating a house of ill fame.
- 9) Felony as a Habitual Offender.

7 YEAR EXCLUSION FROM DATE OF CONVICTION

An individual will be found ineligible if he/she has a conviction for the following unless 7 years have lapsed:

- 1) Felony Drug Offense, or an Attempt or Conspiracy to Commit a Felony Drug Offense.

5 YEAR EXCLUSION FROM DATE OF CONVICTION

An individual will be found ineligible if he/she has a conviction for the following Misdemeanors, an Attempt or Conspiracy to Commit any of those Misdemeanors, or any other state or federal equivalent unless 5 years have lapsed:

- 1) Operating under the presence of a controlled substance.
- 2) Use or possession of a controlled substance.
- 3) Selling or furnishing a controlled substance to a minor.
- 4) Using computers to commit a crime.
- 5) Substantial misrepresentation of a material fact.
- 6) Embezzlement.
- 7) Breaking and Entering.

- 8) Any other fraudulent crime except Retail Fraud 3rd Degree, Petty Theft, or Shoplifting.
- 9) Stalking.
- 10) Assault.
- 11) Spousal Abuse.
- 12) Domestic Violence.
- 13) Weapons Offense.
- 14) Harboring Runaways.
- 15) Aiding and Abetting.
- 16) Arson.

Ineligible for that application:

An individual will be found ineligible for that application if he/she:

1. Refuses to submit to the comprehensive background check.
2. Falsifies information in connection to the comprehensive background check.

What else may affect an individual's eligibility to receive or be connected with a child care license?

One of the databases checked by the department is a database to determine if the individual ever had a previous license denied, revoked, or a refusal to renew. If the individual falls under this category, the department will assess the individual to determine if they are eligible to be connected with a child care facility.

In addition, sometimes an individual may not have a conviction for an exclusionary crime, appear on a sex offender, child abuse/neglect registry, or had a previous license revoked/denied, however the licensing division determines that they do not meet the definition of "Conducive to the Welfare of Children". Conducive to the Welfare of Children means the disposition, temperament, condition, and action of the individual promotes the safety and well-being of children served.

Definition of a Conviction under 1973 PA 116 as Revised:

“Conviction means a final conviction, the payment of a fine, a plea of guilty or nolo contendere if accepted by the court, a finding of guilt for a criminal law violation or a juvenile adjudication or disposition by the juvenile division of probate court or family division of circuit court for a violation that if committed by an adult would be a crime, or a conviction in a tribal court or a military court”.

The above information is provided as a resource only. This reference guide may assist in facilitating a discussion with an applicant regarding any disqualifying information they may have in their history. Only an actual submission into the Child Care Background Check Program will lead to a formal finding of eligibility.