Rehabilitation Syllabus

2019 - 2020

**COURSE:** Rehabilitation Careers is an applied course designed to prepare students to pursue careers in rehabilitation services. Upon completion of this course, a proficient student will be able to identify careers in rehabilitation services, recognize diseases, disorders or injuries related to rehabilitation services and correlate the related anatomy and physiology then develop a plan of treatment with appropriate modalities.

**CLASS RULES:** In order for every student to learn, rules must be enforced. Any student that violates any school or class rules is subject to disciplinary actions up to and including suspension. Here is a list of our class rules.

1. Be Prepared
2. Work Hard
3. Have a Positive Attitude
4. No Cellphone
5. Try Your Best
6. OBSERVE ALL SCHOOL RULES AND POLICIES

**GRADING SCALE:** Since grades are necessary to measure how well you are learning the competencies and skills presented in a given course, they are not “given” but “earned” in accordance with the following system.

Assessments 40% A= 93-100

Projects 20% B= 85-92

Classwork 40% C= 75-84

Other 20% D= 70-74

 F= 1-69

\*\*PLEASE NOTE THE PERCENTAGE VALUE FOR EACH AREA IS SUBJECT TO CHANGE BASED ON LEARNING PACE\*\*

Grades will be reviewed with you *at least* every 3 weeks. You should keep all work in your binder, chronologically!  In managing your class binder this way, you should be able to calculate your ongoing grades in this class.

**REQUIRED SUPPLIES**

* 3 ring binder
* Notecards
* Composition notebook
* College rule loose leaf paper
* Notebook dividers
* Scrubs (optional but for extra credit)

**Class Procedures**

**EXTRA CREDIT:** Wearing scrubs is voluntary in this class. You will receive 5 extra credit points when you wear scrubs. You must come to class already dressed in scrubs. You will not be permitted to leave class to change at the beginning of class or at the end. There will also be other opportunity’s to earn extra credit throughout the year that will be announced in class.

**ENTERING THE CLASSROOM:** *You should be in your seat when the bell rings.* Purses are to be kept in the area at the front of the room or under your desk, not on the table in front of you or in your lap.  Hoodies, jackets, etc. should be hung on the back of your chair. They are not to be kept in your lap, or on the table.  If there is an assignment on the board, begin on it immediately.

**END-OF-PERIOD CLASS DISMISSAL:** You should remain in your seat until the bell rings, unless instructed by teacher otherwise. The area around you should be free of trash. *Absolutely, no congregating by the door prior to the bell ringing.*

*Leaving the Classroom Clean* is a necessity that all students must take responsibility. Books and trash are not to be left on the floor. **LECTURES & CLASS DISCUSSIONS:** Lecture notes should always be taken.  All students should respectfully remain quiet and listen whenever someone else is speaking.  If you have a question or comment, raise your hand and wait to be recognized. *At no time is sleeping or the appearance of sleeping (head on table)* *acceptable.  Other unacceptable activities are primping of any sort, i.e. applying make up, combing/braiding hair, applying/removing nail polish, etc.* Any item(s) used to distract or disturb anyone in this class will be confiscated and handled as deemed appropriate per instructor.

**COMPLETING ASSIGNMENTS:** Work only on Health Science in class unless you have permission from your instructor.  All work should be done neatly in black/blue ink or typed on computer. No other ink colors will be accepted. Assignments should be submitted on loose-leaf paper, wide ruled with no ragged composition book edges. Assignments taking two or more pages must be stapled or in an appropriate cover if indicated. **If I cannot read it, I will not grade it.** You should follow rules for formal writing, including grammar, punctuation, and spelling.  One point will be deducted for each error. Work that does not follow instructions or is messy will have points deducted.

**MAKE-UP WORK: It will be the students’ responsibility to ask for make-up work on the first day of return to school before the class starts.** The work must be completed at the convenience for the teacher and in an equal number of days as the student’s absence i.e., if the student misses 3 days of class, then he/she will have 3 days to make up the assignment. *NO late work may be submitted.* Projects and presentations will be due upon return to school since these assignments will have firm deadlines that will have been posted way in advance. Due dates for excused absences will be per school board policy and can be discussed with the instructor when the student returns to school.

**WHEN YOU ARE ABSENT**: It is ***your responsibility*** to obtain, complete, and turn in any make-up work. *I will not pursue you to* *complete your work.* If you are absent, you must request your work from your instructor. I will place all missed paper assignments along with the online assignments in the absentee folder. I suggest partnering with another student to obtain missed notes taken during your absence. You will make an arrangement with your instructor to set up a date for your make-up test. *If you fail to come on the mutually agreed upon morning, you will receive a zero.  NO* make-up tests will be given during class. If the student is failing the class, credit will be given until a passing grade is acquired, at that point half credit will be the highest score possible.

**INSTRUCTOR’S ABSENCE:** If for some reason your instructor is not in the classroom, follow all classroom procedures as stated. You should start the assignment on the board or review the previous day’s lesson.  If I am absent from school, all procedures and rules are the same.  All work should be turned in to the substitute.

**SCHOOLWIDE ANNOUNCEMENTS:** You must remain quiet when announcements are being made. This information is important. Please be respectful of the Flag and your fellow classmates during the Pledge of Allegiance and Moment of Silence.

**LEAVING THE CLASSROOM:** Submitting notes to the office and any other “errands” must be taken care of before school or between classes. You should use the restroom between classes. You will be given five Errand Passes to be used during the entire semester\*. For example, if you need to go to Guidance or to your locker during class time, this will require use of a pass. A visit to the restroom will require the use of a pass. These five passes should more than cover any “emergencies” that may require you to leave the classroom.  Any passes remaining unused at the end of the semester will earn 5 BONUS POINTS on a test grade. However, if you have 5 or more unexcused absences then bonus points will not be awarded. *Passes will not be deducted for going to the school nurse and SRO.*

**LAB SAFETY**

1. Maintain a professional attitude and behavior.
2. Respect yourself and others.
3. Handle equipment with teacher permission ONLY!!
4. Use Standard Precautions as appropriate (i.e. safety goggles, gloves).
5. Report all accidents to teacher IMMEDIATELY, no matter how minor it may seem.
6. Report damaged equipment to teacher IMMEDIATELY.
7. Do not attempt to fix any non-working equipment
8. Leave your laboratory area neat and clean.
9. Return equipment to its proper place.
10. Remain seated when the bell rings and wait for teacher’s dismissal from classroom**.**

**HOSA MEMBERSHIPS:** Active HOSA members must complete the HOSA application for membership and pay the membership fee of $30.00 per year (which includes a t-shirt). This enables a student to attend and compete in regional, state, and national conferences and competitions. Federal bylaws require any student interested in participating in conferences and competitions be an active member. HOSA members have the opportunity to attend educational field trips, but must actively participate in HOSA’s fundraiser.

**FIELD TRIPS**: In order to participate in field trips, your attendance, classroom behavior and academic progress must be exemplary. Field trips require an additional fee to cover bus transportation and must be paid at least one week prior to the trip.

**PLAGIARISM:** Any work that is plagiarized will not be accepted and the student will receive a “0”. All work should be cited to give credit to the author.

Information Sheet

Student Information

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Home Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent Contact Information

***Please indicate with whom I should speak with should concerns over attendance or academic progress arise. Also, please indicate which mode is most preferred.***

|  |  |  |
| --- | --- | --- |
| Mother/Guardian: |  |  |
| Name | Day Phone (with ext.) | Email Address |

|  |  |  |
| --- | --- | --- |
| Father/Guardian: |  |  |
| Name | Day Phone (with ext.) | Email Address |

Is there anything (medical or personal information, specific areas of difficulty) that I should know in order to be a better teacher to you?

We have read and agree with the classroom policies as described in the syllabus and grading rationale/classroom expectations.

Student Signature

 Parent/Guardian Signature