GRADING PROCEDURES, POINT VALUES, AND ATTENDANCE POLICY

SAFETY AND FIRST AID
PHED1306 - Putnam
Spring, 2010

Quizzes

Quizzes will be given at any point in the semester to demonstrate knowledge of skills and reading assignments. There will be NO make-up quizzes given. If you are absent on the day of the quiz, you forfeit that quiz score.

10 Point Value

Certifications

Successful completion of requirements necessary to earn the American Red Cross Community First Aid and Safety certificate. This includes completion of all skill evaluations and written examinations covering the Adult, Child, and Infant CPR components, and the Safety and First Aid component.

Absolutely NO makeup exams will be given, regardless of absences. It is the student’s responsibility to schedule completion of any missed skills checks.

20 Point Value

Safety Project and Presentation

Successful completion and presentation of a safety project to be assigned at a later date. Guidelines and procedures will be given at that time. If you are absent on the day of your assigned presentation, you forfeit the score.

15 Point Value

Written Review

Each student will prepare a written review on a piece of selected literature. Specific details will be given to the student during the first third of the semester.

5 Point Value

Due Date: April 12, 2010

Attendance, Punctuality, and Participation

This course is designed to allow for active participation by each student. Because of the nature of the class, punctual arrival to class is necessary. Attendance is taken at the beginning of each class and you will be expected to sign the attendance sheet at that time. If you arrive to class one to 10 minutes beyond the scheduled starting time, you will be marked tardy. Three (3) tardies result in one (1) absence. The sign-in sheet is taken up at that time, and arrival any time beyond the ten (10) minute tardy time, you will be marked absent.
In order to receive attendance credit for the day, you must stay for the entire class. If for any reason you leave and do not finish the allotted time period, you will be marked absent for the entire class period.

A total of 30 points may be earned for attendance and punctuality during the course of the semester. Classes that meet two (2) times a week will have two (2) “free” absences. These absences may be used at the student’s discretion. Thereafter, absences numbers 3 and 4 will result in 5 points each being deducted from the 30 point total. With the fifth absence, regardless of make-ups, the student will not receive credit for the class and will receive a grade of “F.” Students will have the opportunity to make up two (2) absences. See instructor to schedule a time and day. Make-up deadline is April 30, 2010.

Conduct and Participation

During the course of each class period, each student will participate in skills practice, discussions (when appropriate), and make a general contribution to the class. Our class time will be used wisely so that no minutes are wasted and all students have several chances to practice all skills.

5 Point Value

Final Exam

A comprehensive written final exam will be given at the end of the semester. No make-up exams will be given.

15 Point Value

Important Dates

Drop Date: March 12, 2010
Final Exam Date: May 12, 2010
Make-up Deadline: April 30, 2010

EVALUATION AND GRADES

A = 90 - 100 points
B = 80 - 89 points
C = 70 - 79 points
D = 60 - 69 points
F = 59 points or below