

Department:

Early Childhood

Course Description:

This course is designed for practitioners who work with children and families. Students will develop skills for quality observation and documentation associated with young children. Ethical considerations and confidentiality are discussed. Students will conduct an in-depth child study. **Students must identify a child, set up and conduct observations.** Students will also conduct structured observations targeting specific developmental areas. Students will create a professional report illustrating the developmental level of the child. The child portfolio will include completed checklists, work samples, pictures, and interviews.

Course Competencies:

Upon completion of the course, the student should be able to:

1. Acknowledge that children develop at their own rate.
2. Assist with collection of information about each child's development.
3. Maintain confidentiality between the program and the child's family regarding each child's observation and assessment.
4. Identify ways to get to know each child as an individual.
5. Collect and organize information about each child.
6. Follow appropriate procedures of child development.
7. Communicate observations in written and oral form.
8. Apply basic elements of child development theory to observation.
9. Avoid actions that would cause physical and emotional harm.
10. Complete developmental checklists.
11. Complete multiple objective observations.
12. Identify specific behaviors exploring causes and goals.
13. Interpret observations.
14. Synthesize observation information into a report.

Course Content:

- A. Unlocking the Door: The Keys to Observation
 1. Observation
 2. Anecdotal Records
 3. Checklists and Rating Skills
 4. Structured Observation
 5. Visual Documentation
 6. Parent Questionnaire and Background Information
- B. Understanding Child Development: Developmental Concepts and Sequences
 1. Physical and Motor Development
 2. Cognitive Development

3. Social Development
 4. Emotional Development
 5. Language and Literacy Development
 6. The Creative Arts
- C. Interpreting Observations: Theoretical Perspectives
1. Cognitive and Language Theory
 2. Social, Emotional and Creative Theory
- D. Putting it All Together
1. Writing the Reports
 2. Preparing and Presenting the Child Study

Learning Assessments:

Students will be evaluated by attendance, participation, formal observations, a completed child study and activities.

Instructional Methods:

Instructional methods used in this course include, but not limited to, lectures, textbook, videos, observations, discussions, group work, demonstrations, handouts, notes, and related articles.

Instructional Materials:

Nilsen, B. A. (2022). *Week by Week Plans for Documenting Children's Development* (8 ed.). Boston: Cengage Learning. ISBN-13: 978-0-3576-2562-0

Guidelines for Requesting Accommodations Based on Documented Disability or Medical Condition

It is the intention of Highland Community College to work toward full compliance with the Americans with Disabilities Act, to make instructional programs accessible to all people, and to provide reasonable accommodations according to the law.

Students should understand that it is their responsibility to self-identify their need(s) for accommodation and that they must provide current, comprehensive diagnosis of a specific disability or medical condition from a qualified professional in order to receive services. Documentation must include specific recommendations for accommodation(s). Documentation should be provided in a timely manner prior to or early in the semester so that the requested accommodation can be considered and, if warranted, arranged.

In order to begin the process all students **must** complete the “Disabilities Self-Identification Form” on our [Disability Services website](#).

This form can also be accessed at the Highland Community College homepage under Students Services/Student Resources/Disability Service or by contacting the Disabilities Coordinator.

A Note on Harassment, Discrimination and Sexual Misconduct

Highland Community College seeks to assure all community members learn and work in a welcoming and inclusive environment. Title VII, Title IX, and College policy prohibit harassment, discrimination and sexual misconduct. Highland Community College encourages anyone experiencing harassment, discrimination or sexual misconduct to talk to report to the Vice President for Student Services, the Human Resources Director or complete an [online report](#) about what happened so that they can get the support they need and Highland Community College can respond appropriately.

There are both confidential and non-confidential resources and reporting options available to you. Highland Community College is legally obligated to respond to reports of sexual misconduct, and therefore we cannot guarantee the confidentiality of a

report, unless made to a confidential resource. Responses may vary from support services to formal investigations. As a faculty member, I am required to report incidents of sexual misconduct and thus cannot guarantee confidentiality. I must provide our Title IX coordinator with relevant details such as the names of those involved in the incident. For more information about policies and resources or reporting options, please review our [Equity Grievance Policy](#).