

Early Childhood Education Application



Application DUE by Friday,
February 28th, 2017!

Course Description

Early Childhood Education, a two-credit course, prepares students for careers working with children birth through age 12. Work-based learning comprises 50% of the required course work. Work-based learning strategies appropriate for these courses at Broughton High School are field trips, job shadowing, service learning, internships, and school-based enterprises.

Students who complete both levels of the Early Childhood Education program *may* be recognized as a lead teacher. High school students need to be aware that in order to receive college credit *and* be eligible for the North Carolina Early Childhood Credential Equivalency, awarded by the Division of Child Development, they must meet articulation and cooperative agreement guidelines as stated below.

Course Requirements

- Parenting and Child Development, **highly recommended but not a prerequisite**
- Attendance and Discipline records will be reviewed from the 2016-2017 school-year
 - Poor attendance and discipline issues will not be accepted
- Health Insurance (personal or low cost health insurance provided through WCPSS)
- TB Screen
- Dress code during internship
- Exceptional behavior in and out of the Early Childhood classes

Articulation and Cooperative Agreements

High school students shall be advised that in order to receive college credit they must:

- Successfully complete the revised Early Childhood Education I and II courses with a final grade of “B” or higher in each course.
- Have attained a score of 93 or higher on the standardized CTE post-assessment.
- Meet sufficient competencies to be awarded articulated college credit for EDU119 *Introduction to Early Childhood Education*, and
- Enroll at a local community college offering an early childhood education program within two years of their high school graduation.

Additionally, high school students shall be advised that in order to be eligible for the North Carolina Early Childhood Credential equivalency awarded by the Division of Child Development they must:

- Receive articulated college credit for Early Childhood I and II courses by meeting all criteria identified in the North Carolina High School to Community College Articulation Agreement referenced above,
- Have attained a high school diploma or GED
- Be 18 years of age
- Be enrolled at a local community college, and
- Submit completed application to the Division of Child Development after all aforementioned requirements have been met.

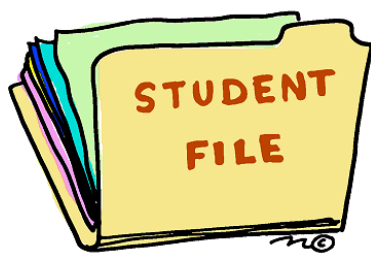


Summary of Additional Internship Requirements:

(The **Student-Parent Handbook** for the Early Childhood Program will be provided at the beginning of the course in 2017-2018 and will have *more* details and information regarding the course/internship requirements.)

1. Students must have a **current negative TB screen** or chest X-ray to participate in work based learning by **September 15, 2017**. **Please do not miss class to complete this – this may be done during the summer of 2017.**
2. **Permission forms** for all internship transportation (permission to ride and/or drive) must be on file at the school. WCPSS Form 1713a & b, Parental Consent and Emergency Information for School Trips is required.
 - Students are required to complete and turn in all **permission forms with parental signatures** to participate in any and all course related OFF-CAMPUS activities.
3. Students must complete a **staff health questionnaire** and an **emergency information form** to have on file with Mrs. Jones/Mrs. Rossi and at the internship site.
4. Students are required to have **health insurance** to participate in off-campus work related experiences. Students may have a personal policy or purchase one through the Wake Co. Public School system (at a low cost).
5. Students *may* be required to have a **Criminal Records Background Check** if the childcare center at which the student wishes to serve his/her internship requires it for volunteers.
6. Students must adhere to the **dress code policy** and demonstrate a professional appearance and professional behaviors at all times.
 - **Exceptional behavior inside and outside of the Early Childhood classroom is required to participate in the internship program.**
7. Students must **maintain confidentiality** concerning any information they acquire about children and their families.
8. Students must follow WCPSS and Mrs. Jones/Mrs. Rossi's **attendance policy**. Students who are absent, will need to arrange to make-up participation time at the center or school (after school or during teacher workdays) in order to maintain a 100% average for participation in work-based learning/internships. Students who are absent during a direct instructional day will be given three days to make up any class assignments.

Expectations for ECE I students: Students planning to continue on to ECE II must receive an acceptable grade in level I, as well as, a recommendation from the ECE I teacher.



*****Keep this page for your information!*****
(Only turn-in the application pages that follow.)

Early Childhood Education Internship Application

DUE FEBRUARY 28th!

Please print all information neatly. Incomplete applications will not be accepted. Write N/A in blanks not applicable to you.

Last Name: _____ First Name: _____ MI: _____

Student ID# : _____ Grade: _____ Caps Class: _____

Street Address: _____ City: _____ Zip: _____

Parent(s) / Guardian Name: _____

Parent e-mail: _____ Student e-mail: _____

Parent Phone: _____ Student Cell Phone: _____
(with parent permission – Parent initials: _____)

Briefly describe how this Early Childhood Education internship is related to your career goals.

How have you been involved in extra-curricular activities in high school? List extra-curricular and school activities you have or presently participate in.

What are your plans after graduating from high school?

Briefly describe any paid or unpaid work experience you may have had:

List other skills, hobbies or interests you have:

_____	_____
_____	_____
_____	_____

***You may use a separate sheet of paper to provide more information to any of the questions**

List three high school teachers who can attest to your performance as a student and an individual.
By obtaining each teacher's signature, they are recommending you for a program in which you will have opportunities to work with young children within our community and represent BHS through work-based learning.

Teacher Name:

Signature & Date:

_____	_____
_____	_____
_____	_____

Roles & Responsibilities

The Student Intern will:

1. Be on time to class and internship site.
2. Be in regular attendance to class and internship site.
3. Notify cooperating teacher and Mrs. Jones/Mrs. Rossi if illness or accident occurs.
4. Conform to the regulations of the internship placement (dress code, conduct, etc.)
5. Understand that dropping the internship will result in a failing grade.
6. Complete lesson plans, assignments and projects and submit them as required at the designated time.
7. Abide by any regulations, practices, and procedures of the Wake County Public School System and the Early Childhood Education internship program at Broughton High School.

The Early Childhood Education Intern Coordinator will:

1. Provide a challenging learning environment inside and outside the classroom through internship experiences, field trips and community service opportunities.
2. Monitor student performance during the internship.
3. Maintain regular contact/communication with the student intern and cooperating teacher.
4. Advise on appropriate behavior, performance standards, and academic information.

The Internship Cooperating Teachers will:

1. Provide a challenging learning situation for the student intern.
2. Assist the student intern with lesson plan ideas.
3. Confer with the student intern to provide feedback on strengths and areas to be improved.
4. Notify the Intern Coordinator if the student intern is not attending the internship promptly and regularly.

I have read the Early Childhood Program Application in its entirety AND understand its contents and requirements.

 Student Intern Signature Date

 Parent Signature Date

 Applicant is: **Approved** _____ **NOT Approved** _____

 Early Childhood Education Coordinator Date
 Signature



Attendance Contract

This contract is between _____ (student)
and Mrs. Jones/Mrs. Rossi, Early Childhood Education Coordinator.

- I _____ (student) realize that my attendance to class is a crucial part of learning. Class time is very valuable and there is no way to truly “make up” all that a person misses each day they are absent from any class.
- Make up ALL missed work due to absences and turn it in to my teacher within 3 days of absence. I understand that I am required to make up all work on my own time during lunch, before / after school or at home. _____ (initial)
- Be present to class every single day. I understand that my internship placement counts 50% of my grade. Attendance and participation in this childcare setting is crucial to receiving a passing grade. _____ (initial)
- Be on time to class every single day. I know that I should be in my assigned seat when the bell rings to start class or on the internship bus when the bell rings. _____ (initial)
- Take my class work seriously and complete all work assigned to me. I promise to do my very best and attempt all work. _____ (initial)

I have read the entire contract and I understand what is expected of me. I agree to uphold this contract for the 2017-2018 school year.

Student Signature _____ Date _____

Teacher Signature _____ Date _____



Parent Permission to Leave Campus

Early Childhood Education prepares students for careers working with children birth through age 12. It is a two-credit course that comprises of 50% work-based learning. Work based learning opportunities appropriate for this course at Broughton High School are internships at various school and child care centers, field trips, job shadowing, and service learning. We require that students have this permission form signed by a parent/guardian in order to be able to participate in the above activities.

I give permission to my son/daughter _____ to leave campus during the Early Childhood Education course.

Parent Signature _____ **Date** _____

Student Signature _____ **Date** _____

Insurance Release Form

In order for your child to leave campus he/she must purchase the school insurance or be covered by another policy. In the event of an accident, the teacher will not be held responsible for any injury.

My child will purchase the school insurance. Yes _____ No _____

My child is covered under _____ Policy.

The policy number is _____.

Student's name _____ **Date** _____

Parent/Guardian Signature _____

Thank you,

Erica A. Jones, NBCT
Amanda Rossi
Early Childhood Education Teachers / Coordinators
Broughton High School