

Dear Parents/ Guardians,

It is going to be a real pleasure working with your son or daughter this year in First Aid. I have many creative activities as well as projects in store for your student.

Your son or daughter is going to be learning the knowledge and skills necessary to recognize and provide basic care for injuries and sudden illnesses until advanced medical personnel arrive and take over. Many lives are saved each year from individuals that have given the time and effort to learn these basic skills. Upon completion of the course, skills and an 80% passage of the American Red Cross tests your son or daughter will receive and 2 year certification from the **American Red Cross** in CPR/AED (adult/ infant/ child) and a 2 year certification in Standard First Aid. The American Red Cross fee for the certifications is \$10 dollars after a school discount. This money is taken from the general fee you paid at the beginning of the year. Once certification is almost expired your son or daughter can contact the American Red Cross to recertify.

During the year; students will be participating in hands on activities, skits and projects that require attention, maturity and access to the internet.

Please contact me with any questions, comments or concerns.

Sincerely,
Mrs. Clark
Health Department
aclark@wls4kids.org
(419)473-8383 ext. (7865)

I have read this parent letter and understand the requirements and benefits offered in this First Aid Course.

Student Name (Please Print): _____ Date: _____

Parent Signature: _____ Date: _____

Parent E-mail: _____

Parent Phone Number: _____

Syllabus: First Aid

Teacher: Mrs. Clark

Contact information: **Phone:** 419-473-8383 ext. 7865 **Email:** aclark@wls4kids.org

Welcome to First Aid

I am looking forward to working with you as well as getting to know you. You have a very exciting year ahead of you with many great activities and projects. My hope is that the whole class will work together as a team toward our common goal... to learn to save LIVES!

What will you learn?

This course will give you the skills and knowledge necessary to recognize and provide basic care for injuries and sudden illnesses until advanced medical personnel arrive and take over.

You will be learning such things as:

- CPR for adult/infant/child, conscious/unconscious choking, how to use an AED (Automated External Defibrillator), 1st aid care for muscles, bones and joints, how to help with sudden illness and heat/cold related emergencies
- Upon successful completion of the course, skills and an 80% passage of the American Red Cross tests you will receive a 2 year certification to perform CPR and first aid from the **American Red Cross**.
- American Red Cross certification fee is \$10.00 which is taken from the general fee paid at beginning of the school year.
- I feel communication between parents, teachers and students is very important. One great way to do this is by using "Remind". I will be able to send out text reminders on projects, assignments or other needed information.
- **Sign up for Remind: send a text to 81010 with the message @78a7bb (a confirmation text message will be sent to you asking for your name, please reply with your first and last name).**

Supplies:

- 1-inch or larger, 3 ring binder (First aid resource binder)
- Loose leaf paper in binder for bell ringers, note taking or activities
- Pen/pencil
- Book: First Aid/CPR/AED Participant's Manual (Class set)
- Skills Kit: provided by teacher

Expectations: Please follow school expectations of being Respectful, Responsible and Safe!

Key things to remember...

- Show respect (to others, the environment and yourself)
- Bring binder and materials to class each day.
- Raise your hand and wait for permission to speak
- Remember your manners
- No excuses, just solutions
- Be positive
- No electronics. Cell phones/ipods, etc are to be put away at *ALL* times, unless indicated by the teacher. Not following rule will result in behavior management policy.

Procedures During Class:

- Locate binder and have on desk before bell rings. (ALL work goes in binder)

- Start bell ringer once bell rings: One will be given every day and will be collected for points every Friday (If you are absent you must write the date you were absent and the word ABSENT!)
- No food or drink in class; water is allowed (unless provided by teacher)
- All purses/ book bags on floor and not on desk.
- Have homework ready and on desk.
- Participation: All students must raise hand; each student will receive 5 points daily for doing their work, following rules/ procedures and answering questions.
- Attention signal: Lights turned off and/ or count down from 5,4,3,2,1 and/or class clap
- *Hall passes*: 6 will be given for each semester; *Do not interrupt teaching to ask to go to the restroom; you may go during individual work time.* (Syllabus will be hole punched)
- Pack up belongings only after teacher has given permission to do so.

Homework & Assignment Policy:

- Work needs to be turned in on due date.
- Late work is accepted for partial credit until quarter marking period. (2 pts. will be deducted for every day late on assignments and 5pts daily for projects)

Absences:

- Students must return from absence with a parent note or teacher note. (Give note to 1st period teacher to receive pass that you will show to all teachers)
- Please look at homework board for missed work. See teacher for any handouts. Students have as many days to make up work as they were absent.
- Student will lose their 5 points participation on the days they were absent.

Tardies:

- You must be inside the classroom when the bell rings. School policy on tardies is upheld in class; ex) 3 tardies = detention

Drills:

- *Fire Drill*: Go left out classroom door, then right out main lobby doors. Go to sidewalk for attendance.
- *Tornado Drill*: Exit room and sit in front of lockers stay calm and listen for directions. Windows must be closed and lights off.

Incentives:

- Extra Credit stickers worth 1 point may be given for various reasons; these will be kept in the front of your workbook and added up at end of the year.
- Weekly challenges for prizes!
- Certification from American Red Cross
- Could save a LIFE!

Grading Policy:

100-93 A, 92-90 A-, 89-87 B+, 86-83 B, 82-80 B-, 79-77 C+, 76-73 C, 72-70 C-, 69-67 D+, 66-63 D, 62-60 D-, 59-0 F ; Grade will be based on a point system: Points will be given for participation, in-class assignments, bell ringers, homework, tests, projects and presentations.

Behavior Management: (Using electronics during class, talking out of turn, disrupting class, not following class rules, profanity, etc.)

- *Step 1*: Loss of participation/ behavior points
- *Step 2*: Conference with teacher/ plan for improvement
- *Step 3*: After school detention/ phone call home (additional offenses can lead to Tuesday school & IRP)
- Major behavior issue will result in immediate removal to dean's office.