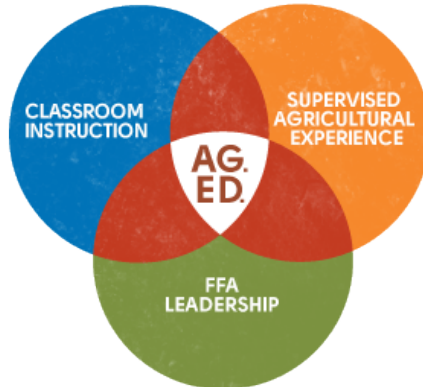


Mr. Jones's Vet Assisting 2

Pre Requisite- Veterinary Assisting 1, Biology

INTRODUCTION: Veterinary Assisting II is based on a combination of comparative anatomy of the five major species covered in this course (Canine, Feline, Bovine, Equine, and Porcine), Laboratory procedures and workplace readiness. Students will study and practice the skills and practices necessary to be a competent part of the animal sciences workforce. I believe in presenting the material in a clear and concise manner that will be as interesting as possible. It is important to me that all students understand the material to the best of their ability; **Students will get out of this class what they put into it!**

Integrated classroom



In addition to classroom work it is important that students realize that workplace experience, leadership, community, and competition opportunities are an integrated and integral component of this program. A student that doesn't participate in all aspects of the Veterinary Assisting program will have limited success.

CLASSROOM PROCEDURES:

Laboratory investigations are an integral part of this course and include the use of scientific research, measurement, laboratory technologies, and safety procedures. **DO NOT TOUCH** any class materials other than books without my permission. This includes beakers, graduated cylinders, scalpels, forceps, chemical bottles, needles and especially animals. Remember hot glass looks exactly like cold glass. **DO NOT HANDLE** any animals without my permission. These animals may be infirmed, aggressive, and dangerous. If there is any deviation you will be removed from class.

Pick up all your materials off the tables when you leave class. Anything left in class will be taken and/or thrown away. Please keep a neat and orderly classroom.

You are Responsible for your own learning. **YOU MUST** Read the chapters, complete the reading, quizzes, learn the vocabulary, take copious notes, and complete the section review worksheets. Labs will be associated with most sections we cover. The more you participate, the more you will learn. Combined they all **EQUAL** the **TEST**.

COOPERATION + POSITIVE ATTITUDE + EFFORT = GOOD GRADES

Enter the room quietly, be seated, have needed supplies-- Be prepared to work. **I WILL!** Please stop socializing when the bell rings. The bell signals the beginning of class. If you are **NOT SEATED** when the Bell Rings you are **TARDY**.

Discipline should **NOT** be a problem, Disrespect **WILL NOT BE TOLERATED**. Keep your hands and derogatory comments to yourself. Discipline problems disrupt the learning of other students.

- Do not put away work early. No other class work or phones will be allowed to distract my class. Stay Seated **UNTIL** the Bell Rings. Do not hover near the door!
- Do not abuse your bathroom privilege. It is just that, a privilege. I understand that sometimes you need to use the bathroom, however, attempt to go between classes or at lunch. Do not interrupt me to ask, wait until I have finished my current idea or until the lecture is complete.

- **NO FOOD** or **DRINK** is allowed in the class room. Certain foods can be toxic or fatal to the animals that share the classroom. There will be special occasions where I will allow food. However, no food will be allowed with my consent.

STATEMENT OF ACADEMIC HONESTY: CHEATING AND PLAGIARISM WILL RESULT IN A ZERO, THIS WILL NOT BE TOLERATED DURING ANY WORK OR ASSIGNMENT. You must be Responsible and complete your own work.

Students will be allowed to use a “note sheet” on every test or quiz. There must be only **ONE**. This sheet can be no larger than a 3 X 5 note card both sides may be used. It can contain any information the student feels is important. This sheet **MUST** be hand written. Any deviation from these parameters will be considered **CHEATING!**

After each test and Quiz is graded and handed back, you can write the correct answer for each missed question in a sentence **FIVE** times and turn it in for extra credit. This is the only extra credit I allow. These can be turned in up to the last day before grades are due.

Grades can be checked via parent link. It is the student’s responsibility to keep track of all assignments, completed and missing. If a student is absent, additional time is allowed for completion of the assignment. The time period is 2 days for every day of class missed. For example, if your son/daughter is absent on Monday and an assignment is given, if he/she returns on Tuesday, then they have until Thursday to turn in the assignment for full credit. If a student is absent and does not turn in make up work within the allotted time, the assignment is considered late and would result in a lower grade. **Students** are given the **responsibility** of checking their **grades** and **missing assignments**.

Make-up test will be given two days after the student’s first return date back to school. It is the **STUDENT’S responsibility to inform the teacher that a test needs to be made up.**

Makeup work, class assignments, notes, and power points can be found on the Blackboard account for this class at **<http://blackboard9.leeschools.net/>**

The following grading scale will be used for all work.

- Class work and homework will count for 20%
- Quizzes 10%
- Tests 25%
- Major projects 10%
- labs 20%
- 15% Participation (includes participation in classroom and FFA activities)
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Please review this policy. If there are any questions, I can be contacted at 561-0060 or via e-mail at jamesmjo@leeschools.net