

Anatomy and Physiology

Class Information:

Block: B Day Block 2 Semester 2
Room: C-171

Teacher Information:

Name: Ms. Emily Donnell
Email: donnelle@mcvts.net

Course Description:

Anatomy and Physiology is the study of the structure and function of the human body. This course follows a sequential development of the major body systems in an organized and structured curriculum.

The course is designed to give students a selective overview of human anatomical structure and an analysis of human physiological principles. Labs will include slide work, dissection of various animals, and studies of the human skeleton.

The course will also use computer simulated dissection. This is a half-year introductory elective course. Some of the major topics discussed in each focus area are:

- Body organization and Homeostasis
- Basic Chemistry
- Cells
- Tissues
- Integumentary System
- Skeletal System
- Muscular System
- Neurological System
- Sensory System

Google Classroom:

You should have received an invitation to join Google Classroom in your email. All students MUST sign up for google classroom. All assignments will be posted and submitted here.

Classroom Codes:

B Day Block 2- **cr66vwq**

Required Materials:

- Chromebook/laptop provided by the school + charger
- Pens/pencils
- Notebook & folder or binder

Grading Policy/ District Grade Ranges:

The grading system for Anatomy and Physiology is as follows:

Assessments 50%
Labs/Projects 30%
Formative Tasks 20%

A+	98-100		C+	76-79
A	92-97		C	72-75
A-	90-91		C-	70-71
B+	86-89		D	65-69
B	82-85		F	0-64
B-	80-81			

Missed Classes/Absences

If you are in school but miss a class, you must bring a pass and make up the work you missed. If you are absent from school, you must make up the work you missed. You will have the number of days that you were absent to make up the work. After that number of days, the missing work will follow the late assignment policy.

Late To Class:

Students who arrive after the late bell must have a pass to be excused.

Late Assignments:

Your assignments will be posted at the time your class is scheduled. They will be due by the date and time listed on Google Classroom. Assignments should be submitted by the deadline given. If students choose to submit assignments late, 5 points will be deducted for every additional day they take to complete assignments. Late assignments will be accepted until the end of each unit.

Extra Help:

If you are having trouble with this class, contact me immediately. Ways to get extra help:

- Email me
- Speak to me after class, before school or after school
- Send me a comment on your assignment and we can chat there

Plagiarism, Cheating, and Academic Integrity:

Students should not copy information from websites, books, etc. word for word without citing references. If plagiarism is suspected students will be given a zero for that assignment.

Students should not copy/share assignments with their classmates. If this is suspected students will receive half credit for the assignment.

Classroom Expectations:

The classroom is a place of learning and will be treated as such. You are expected to follow the rules of the classroom in addition to the rules of the school that are stated in the student handbook.

1. **BE RESPECTFUL**- Always communicate respectfully with your teacher and fellow students. Respect each other's learning environment.
2. **BE PROFESSIONAL**- No foul language or inappropriate comments/conversation. Stay off of your phones unless they are being used for an assignment.
3. **BE POSITIVE**- Keep a positive mindset and support each other in a positive manner.
4. **ARRIVE ON TIME** -You must be in class **BEFORE** the late bell.
5. **BE FOCUSED, PREPARED AND PRODUCTIVE**- Come to class with all of your supplies and stay on task. Complete your assignments every day. Be sure to read all directions and complete assignments thoroughly.
6. **BE AN ADVOCATE FOR YOURSELF** -If you are having trouble in class, please do not hand in blank assignments and give up. Reach out for help.
7. **WAIT TO BE DISMISSED**- At the end of class, I will give you a few minutes to gather your things. Stay at your table and once the bell rings I will dismiss you and you can leave.
8. **LAB SAFETY**- We are working in a lab environment. It is crucial you follow all lab safety rules for everyone's safety in the classroom. Students will be required to pass a lab safety quiz.

Food and Drinks:

I firmly believe that if you are hungry, you are not going to be able to successfully learn because you will be too focused on your hunger. Small snacks that do not permit a disturbance to others/foul odor are permitted unless chemicals/hazardous substances are involved or we are working in a lab that day.

I strongly encourage water hydration throughout the day! You will always see me drinking from my large flask. Please feel free to bring a water bottle and drink it throughout class and the day! More water=better health!

Bathroom:

Only one male and one female student at a time will be allowed out of the classroom at a time. Students will be required to sign in and out on the clipboard by the door and take a pass.

Cell Phone Policy:

Upon arrival to class students will put their phones on silent and put them in their bags. This includes ear buds and air pods. Cell phones will not be used in class without permission. If a student has their cell phone out, they will be asked to put it away with one warning. If they refuse or the phone is seen a second time, the phone will be confiscated and put in a safe place for the remainder of the class period. **Note: Students are not allowed to make or receive phone calls in class.**

Missing Class for Shop Functions:

If your shop teacher would like you to miss class for any reason you must bring a pass prior to missing the class.

Students will only be allowed to miss class if their grade is a 70 or above. All missed work must be completed. If there is a test or quiz that day you will be required to take the test or quiz before going to shop.

Lab Safety:

Science is a hands-on laboratory class. Safety in the science classroom is the number one priority for students, teachers, and parents. To ensure a safe science classroom and laboratory, a list of rules has been developed and provided to you in this student safety contract. These laboratory safety rules must be followed at all times. Both you and your parent or guardian must submit a signed laboratory safety contract before you can participate in laboratory experiments, demonstrations, and other activities.

General Rules

1. Conduct yourself in a responsible manner at all times in the laboratory.
2. Follow all written and verbal instructions carefully. If you do not understand a direction or part of a procedure, ask the instructor before proceeding.
3. When first entering a science room, do not touch any equipment, chemicals, or other materials in the laboratory area until you are instructed to do so.
4. Do not eat food, drink beverages, or chew gum in the laboratory. Do not bring any food or drink into the laboratory. Any food or drink brought into the laboratory will be immediately disposed of in the interest of safety.
5. Perform only those experiments authorized by the instructor. Never do anything in the laboratory that is not called for in the laboratory procedures or by your instructor. Carefully follow all instructions, both written and oral. Unauthorized experiments are prohibited.
6. Never fool around in the laboratory. Horseplay, practical jokes, and pranks are dangerous and prohibited.
7. Observe good housekeeping practices. Work areas should be kept clean and tidy at all times. Bring only your laboratory instructions, worksheets, and/or reports to the work area. Other materials should be stored in the classroom area.
8. Dispose of all chemical waste properly. Never mix chemicals in sink drains. Sinks are to be used only for water and those solutions designated by the instructor. Solid chemicals, metals, matches, filter paper, and all other insoluble materials are to be disposed of in the proper waste containers, not in the sink.
9. Keep hands away from face, eyes, mouth and body while using chemicals or preserved specimens. Wash your hands with soap and water after performing all experiments. Clean all work surfaces and apparatus at the end of the experiment. Return all equipment clean and in working order to the proper storage area.
10. Students are never permitted in the science storage rooms or preparation areas unless given specific permission by their instructor.
11. Handle all living organisms used in a laboratory activity in a humane manner. Preserved biological materials are to be treated with respect and disposed of properly.
12. When using knives and other sharp instruments, always carry with tips and points pointing down and away. Always cut away from your body. Never try to catch falling sharp instruments. Grasp sharp instruments only by the handles.
13. Any time chemicals, heat, or glassware are used, students will wear laboratory goggles. There will be no exceptions to this rule.
14. Dress properly for lab activities. Long hair, dangling jewelry, and loose or baggy clothing are hazardous. Long hair must be tied back and dangling jewelry and loose or baggy clothing must be secured. Shoes must completely cover the foot. No sandals allowed.
15. Lab aprons have been provided for your use and should be worn during laboratory activities.
16. Report any accident (spill, breakage, etc.) or injury (cut, burn, etc.) to the instructor immediately, no matter how trivial it may appear
17. If a chemical splashes in your eye(s) or on your skin, immediately flush with running water from the eyewash station or safety shower for at least 20 minutes. Chemically contaminated clothing and contact lenses must be removed during the flushing process. Notify the instructor immediately.
18. All chemicals in the laboratory are to be considered dangerous. Do not touch, taste, or smell any chemicals unless specifically instructed to do so. The proper technique for wafting chemical vapors will be demonstrated to you. Never stick your nose into a container to smell a chemical.
19. Never use mouth suction to fill a pipet. Use a rubber bulb or pipet pump.
20. Never remove chemicals or other materials from the laboratory area.
21. Never handle broken glass with your bare hands. Call the teacher to use a brush and dustpan to clean up broken glass. Place broken or waste glassware in the designated glass disposal container.
22. If you do not understand how to use a piece of equipment, ask the instructor for help before attempting to use it.

Student Contract

I, a student enrolled in Ms. Donnell's Anatomy and Physiology class for the 2023/2024 school year have read the syllabus fully by myself and with my parents. I understand all classroom expectations and lab safety rules. By signing on this page, you and your parent state that you have read the syllabus, agree to the rules, requirements and, restrictions of this class. Please note that you will be held accountable for all of the information provided to you here.

Student Name (printed) Student Name (Signed) Date

Parent Name (printed) Parent Name (Signed) Date

Daytime Phone Number Parent Email

Please sign and return this page to Ms. Donnell