

# Correctional Services Course Syllabus

High School for Law and Justice/ Mrs. Donna Clark

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## COURSE DESCRIPTION:

Students will learn the role and responsibilities of a county or municipal correctional officer. Discuss relevant rules, regulations, and laws of municipal, county, state, or federal facilities. Discuss defensive tactics, restraint techniques, and first aid procedures as used in the municipal, county, state, or federal correctional setting. Students will analyze rehabilitation and alternatives to institutionalization for inmates.

## SUPPLIES REQUIRED

Blue or black ink pen

Black folder with brads and pockets

Notebook paper

Sliding Bar Clear Report Cover (Career Portfolio)

## GRADING CRITERIA

Exams	45%
Classwork/Homework	30%
Quizzes	15%
Formative assessment/ student engagement/ Do Now	10%

## GRADING SCALE

100-90	A
89-80	B
79-75	C
74-70	D
69-below	F

Late assignments will be graded accordingly

10% deductions each class day for 5 class meetings (or two weeks)

## **ACADEMIC DISHONESTY**

Plagiarism- any written assignment submitted for grading will be subject to a 2% deduction for every 1% of the assignment that is plagiarized. Papers that are found to be 20% or more plagiarized will receive a grade of zero (0).

## **BEHAVIORAL EXPECTATIONS**

Arrive on time

Be seated once you arrive

Get ready for instruction

Make sure cellphone is in backpack on silent mode

Use laptops only for legitimate class activities (note-taking, assigned tasks)

Be respectful

No food, chewing gum, or beverages in the classroom unless authorized by the instructor

## **DISCIPLINE POLICY**

Students disrupting the teaching environment will either be given (1) a verbal warning, (2) a conference between the teacher and the student, (3) or be removed from the classroom, depending on the seriousness and frequency of the violation.

\*Profanity or violence toward anyone will not be tolerated\*

## **ASSIGNMENT POLICY**

Students are responsible for the completion of all assignments. Assignments are to be turned in on time or receive a reduced grade. If a student is absent from class, for any reason, they are to contact the teacher regarding any missed assignments. This can be done by leaving a voice mail message at 713-867-5100 or by email at [donna.clark@houstonisd.org](mailto:donna.clark@houstonisd.org)

Please sign below stating you understand what is required.

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Student signature

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Parent signature