

**OPEN DISCLOSURE**  
**Medical Anatomy & Physiology**  
**Mr. James Dalton Room C202**

**Course Description**

Welcome to Medical Anatomy and Physiology! This is a full year elective course that requires Biology as a prerequisite. Upon successful completion of this course students will earn one Career & Technical Education (CTE) credit **OR** one elective science credit.

**Course Goals and Objectives**

This course is designed for students interested in exploring different medical/health related careers, and developing skills needed to improve quality of life. This class will provide an in-depth study of the human body using a systems approach. This will include all body systems, medical terminology, diseases and health care careers.

**Format and Procedures**

We will accomplish the course goals and objectives by combining daily journal activities, class lecture/discussion, notes, study/review guides for each unit, worksheets, labs, research projects, guest presenters and dissections. Some lab activities may require us to go out on the school grounds or walk to the surrounding neighborhoods.

**Grading**

I grade on a total points system and grades are updated weekly on PowerSchool. Attendance and positive participation are absolutely necessary for academic success. Because of this, students can earn 10 participation points per day for attending class on time, bringing required materials and actively participating in class activities. **(Participation points must be made up, even if an absence is excused)** Students will also earn points for notebooks, assignments, study/review guides, quizzes, tests, labs and projects. Each of these items contribute to students overall grade. Students will be required to keep an anatomy journal/notebook. The notebook will include daily journal activities, class notes, review questions, drawings, and lab assignments. Notebook grades are based on completeness, neatness, and organization. The students' grade will be determined by their participation in class, and the quality & quantity of work completed. Grades are based on the following percentages:

93%-100% = A	90% - 92% = A-	87% - 89% = B+	83% - 86% = B
80% - 82% = B-	77% - 79% = C+	73% - 76% = C	70% - 72% = C-
67% - 69% = D+	63% - 66% = D	60% - 62% = D-	Below 60% = F

**Extra Credit**

Students will be given three hall pass coupons at the beginning of each quarter. At the end of the quarter, any unused hall pass coupons may be turned in for extra credit. Each hall pass coupon is worth five points for a maximum of 15 points extra credit per term. Other extra credit opportunities may be available throughout the year, but this is not guaranteed.

### **Important Deadlines**

1. **Notebook Checks** - Notebooks are checked at the end of each term.
2. **End of Term Cut-off Date**-The last Wednesday of each grading term will be the last day to hand in any assignments, including make-up work and extra credit.
3. **There is no set schedule for quizzes or tests.** Students will be informed in advance of all tests.
4. **Study Guides/Review Worksheets** – Study Guides/Review Worksheets for each unit will be due on the day of the test for that unit.

### **Late Work and Make-Up Work**

All assignments need to be handed in on time for full credit! Students will lose **ten percent** of the total points possible for each day an assignment is late. **Late assignments will only be accepted up to three days after the original assignment was due.**

**Grades are earned throughout the term. You will NOT be able to come in at the end of the quarter and get all of the work that you missed to improve your grade!!**

Make-up work for **excused absences only** is the students' responsibility. Excusal notes will only be accepted up to one week after the absence or tardy. Please see me before or after class to receive instructions for make-up work. Students will be given one week from the day they return to make up the work without penalty. Some activities or labs completed in class may not be able to be made up if the students miss them. **MAKE-UP WORK WILL NOT BE ACCEPTED FOR UNEXCUSED ABSENCES!**

### **Required Materials**

Students will be expected to bring the following items to class each day: **(Students will not be excused from class to get homework or supplies!)**

1. A pencil or pen
2. Lined paper & notebook or folder to be used as your Medical Anatomy Notebook
3. Study Guides/Review Worksheets and other handouts

**Students are required to pay a \$20 laboratory fee for this course.** (Covered by fee waivers.)

**We only have a classroom set of textbooks. Because of this it is very important that students use class time wisely to complete assignments and get them in on time!** The book we use is Holes Essentials of Human Anatomy & Physiology ISBN 0-07-235118-7

### **Class Expectations**

1. Be prepared and **on time** for class each day.
2. Follow all directions and safety procedures.
3. Respect the rights and property of others. Harassment will not be tolerated!
4. Be quiet and attentive when someone else is speaking.
5. Absolutely no cheating or copying another student's work. **(You will both receive a zero)**
6. Follow all school rules and policies. (No cell phone or ipod use during class)

Following these expectations will provide a positive and productive learning environment. Failure to comply with these expectations will result in disciplinary action. On the first offense a student will receive a warning. A citation, referral or other disciplinary action will take place on following offenses.

**Safety**

Please be careful. Think before you act. Safety will be an ongoing theme throughout the year. The number of students in the classroom and the types of activities we engage in excludes the teacher from observing everyone at all times. The National Science Teachers Association and the National Association of Biology Teachers recommend that laboratory classes such as this one have 24 or fewer students, for safety reasons alone. Our Anatomy classes typically have 30 students. Thus there are inherent risks that may only be mitigated by each students being very careful. **THINK SAFETY FIRST!**

**Contact Information**

I am looking forward to an exciting year in Medical Anatomy and Physiology. I feel that good communication between parents and teachers is beneficial for student success. I encourage parents to check PowerSchool on a weekly basis to monitor student progress. If you have questions or concerns please call me at (801) 583-1661 Ext. 3202 or email me at [jim.dalton@slcschools.org](mailto:jim.dalton@slcschools.org)

Thank you,  
James Dalton

No district employee or student shall be subjected to discrimination in employment or any district program or activity on the basis of age, color, disability, gender, gender identity, genetic information, national origin, pregnancy, race, religion, sexual orientation, or veteran status. The district is committed to providing equal access and equal opportunity in its programs, services and employment including its policies, complaint processes, program accessibility, district facility use, accommodations and other Equal Employment Opportunity matters. The district also provides equal access to district facilities for all youth groups listed in Title 36 of the United States Code, including scouting groups. The following person has been designated to handle inquiries and complaints regarding unlawful discrimination, harassment, and retaliation: Whitney Banks, Compliance and Investigations, 440 East 100 South, Salt Lake City, Utah 84111, (801) 578-8388. You may also contact the Office for Civil Rights, Denver, CO, (303) 844-5695.

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**PLEASE SIGN AND RETURN THIS PORTION OF THE DISCLOSURE TO MR. DALTON.**

**I have carefully read and understand this disclosure for Mr. Dalton's Medical Anatomy and Physiology Class.**

Student name (Print) \_\_\_\_\_ Class Period \_\_\_\_\_

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

Preferred Parent Contact \_\_\_\_\_  
(Phone Number or Email Address)