

Student Attendance

Version 6

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All Field Placement students are expected to arrive at their placement on-time and ready to work for their scheduled shifts. Regular and prompt attendance is essential to a student's success at Field Placement, including the ability to complete the co-requisite assignments (ECE Pedagogy and Care curriculum courses or BCD Integrated Seminars). Placement hours are tracked by the student and signed by their Field Mentor prior to submission to their respective Field Placement Coordinator. On the timesheet, students are to record their start time and finish, and total hours for the day. Students are required to attend the scheduled shift of the placement agreement. A one-hour lunch time is included in the hours.

☒ PA Day Placement Guidelines - ECE416

- Students placed in **FDK classrooms** are **not expected to attend** their placement site on PA Days. In most cases, they are **not permitted** to participate in staff meetings or professional development sessions. This time should be used to prepare for upcoming placement days and complete course-related assignments.
- Students placed in **after-school programs** that continue to run regular programming on PA Days are **expected to attend** their placement as usual.
- If a mentor is running a **full-day program** and invites the student to attend, they **may choose to do so**. This can be a valuable opportunity to gain additional experience, build relationships, or make up previously missed hours. However, attendance for the full day is **not required**.
- **Important:** Any extra hours worked on PA Days **cannot be banked** to shorten the overall placement duration.

tags : attendance, field, placement, students