



LEEDS  
BECKETT  
UNIVERSITY

# Course Specification MA Social Work

Course Code: SWKMA

2020/21 - Applicants

**Postgraduate Material Information**  
**IMPORTANT INFORMATION FOR APPLICANTS**

Version date: 17 July 2020

**Postgraduate Material Course Information**  
**Summary**

**Revised Course Structure and Delivery Information for Academic Year 2020/21  
in Response to Coronavirus Covid-19 and Associated Public Health England  
Guidance as at 3 July 2020**

**PART 1 of 2: Important General Information about Course Delivery for Leeds  
Beckett University Awards in 2020/21 (Information Specific to Your Course is  
Provided in PART 2)**

**Introduction**

This document contains important information about Leeds Beckett University's planned approach to course delivery and assessment in 2020/21. It provides an update to the information previously available in our online prospectus. You should read this document carefully so that you are aware of any changes that affect your course.

The University is informed by Public Health England (PHE) Covid-19 advice and guidance for maintaining a Covid-secure learning and working environment. We have made arrangements to continue to provide a high-quality educational experience in a way that protects the safety and wellbeing of both students and staff. We are engaging closely with Leeds Beckett Students' Union to inform the arrangements and will also be informed by feedback provided by our individual students.

Public Health England guidance continues to evolve, so the arrangements for delivery of your course and use of the campus may need to change during the academic year to continue to protect students and staff.

The taught content advertised at each level of study, or its equivalent, will be delivered across the academic year 2020/21. We have identified an appropriate mix of blended learning - a mix of face-to-face, on-campus, online and digital content and teaching and learning for each subject, reflecting what will maximise learning as well as supporting more vulnerable learners and enabling the university as a whole to minimise transmission risk.

Covid-19 social distancing measures will be implemented during 2020/21 for teaching, learning, assessment and student support.

In the event of further government lockdowns, either local or national, we will prioritise digital and online learning and support to enable students to continue with their studies.

If there is an easing of Covid-19 restrictions, we will continue to provide blended delivery for teaching block 1 or semester 1 in 2020/21. We will keep teaching blocks 2 and 3 or semester 2 under review, informed by Public Health England advice. We may revert to different proportions of on-campus learning and online learning delivery later in the academic calendar year or a later teaching block. Learning will remain accessible for students who are unable to attend on campus sessions.

## **How we will communicate with you**

We have sent information to applicants who have accepted an offer by email on the plans for delivery of your course in 2020/21, the academic calendar (teaching block delivery or alternative) applicable for your course and on the options available to you as a prospective student, to enable you to make informed choices.

As the situation evolves, further information on local course delivery arrangements will be provided to you in emails from your School and via the School.

In addition to the course specific information set out in this document and the above communications, the University's Covid-19 microsite contains information for students and applicants, including information relating to University accommodation and University facilities and services. The Covid-19 microsite is regularly reviewed and updated as the situation, advice and planning evolve and is available at: [www.leedsbeckett.ac.uk/COVID19/#tabplaceholder2](http://www.leedsbeckett.ac.uk/COVID19/#tabplaceholder2)

## **Key terms and conditions**

Further important information for applicants and students is available on our web site:

[www.leedsbeckett.ac.uk/information-for-applicants-and-students/](http://www.leedsbeckett.ac.uk/information-for-applicants-and-students/)

This includes information about the student contract, fees and funding, your rights of cancellation, the student protection plan and the University complaints process. It is essential that you read the information on this webpage carefully as it sets out the rights and obligations that will form the contract between you and the University upon accepting an offer and information about how to make a complaint.

## **Start dates**

Our academic year will begin at the normal time. Start dates will be notified to direct applicants via their offer letter or for UCAS applicants, via UCAS Track. The length of the course is confirmed in the information about your course in Part 2 of this document below.

## Location of delivery

In academic year 2020/21, it is planned that your course will be delivered via a blend of online and digital learning and on-campus teaching and learning, with the necessary Covid-19 social distancing and other measures in place on campus informed by Public Health England advice and guidance.

Information on how blended teaching and learning will be delivered and the location of any on-campus delivery is provided in a subsequent section of this document entitled '**Teaching and Learning Activities**'.

Information on the delivery of placements and other off-campus learning opportunities is provided in a subsequent section of this document entitled '**Placements and Other Off-Campus Learning Opportunities**'.

## Course Fees

Your course fee is stated in your offer letter. The course fee published for 2020/21 on the University's Online Prospectus and included in your offer letter has not changed. Other additional costs remain as published on our original Online Prospectus information in addition to the areas of costs outlined below.

The course will be delivered via a blended approach that includes online teaching and learning, digital learning and on campus sessions. If a further lockdown is necessary then delivery will be continued and supported via online and digital learning. Students are advised that they will need a personal digital device for this purpose. The University's wide range of student support services available for students also includes a laptop loans scheme. Students may wish to bring an existing personal device or purchase or lease a laptop or similar device for their personal use which would be an additional cost. The costs of this would vary depending on your individual requirements but can be in the region of £400-800 depending on the device.

The University is developing a means-tested Covid-19 Financial Assistance Package to support students to acquire a laptop should this be needed. Students may also apply for a living expenses fund for unexpected personal hardship as a result of the Covid-19 Crisis.

Students will need to follow the Public Health England advice and any specific national requirements for maintaining personal safety and hygiene to protect themselves and others from the Covid-19 risks. These personal safety measures such as the wearing of face coverings will be an additional cost that students need to consider.

Where PPE (personal protective equipment) is an essential requirement for the nature of the course you are undertaking this will be detailed below.

## Timetable Information

This course will be scheduled using a semester-based delivery which will be specified in timetable information.

The 2020/21 academic calendar and term dates are available on our web site at:

[www.leedsbeckett.ac.uk/-/media/files/academic-calendars/2021-student-calendar-sept.pdf?la=en](http://www.leedsbeckett.ac.uk/-/media/files/academic-calendars/2021-student-calendar-sept.pdf?la=en)

The academic year 2020/21 will start on the dates notified to you.

Taught sessions will normally be scheduled and included in your timetable. This will include on-campus sessions that you should attend. In 2020/21, depending on your course, this may also include scheduled online teaching and learning sessions where student engagement is required at a specified time and tutor pre-recorded lectures and scheduled discussion sessions. Module information will be made available online by the school for enrolled students.

Timetables will be made available to students during induction week via:

1. The Student Portal (MyBeckett)
2. The Leeds Beckett app

You should discuss any difficulties relating to your engagement with timetabled sessions with your Course Administrator.

## Policies, Standards and Regulations [www.leedsbeckett.ac.uk/public-information](http://www.leedsbeckett.ac.uk/public-information)

Covid-19 social distancing measures will be in place for teaching, learning, assessment and student support in 2020/21. This means that there will be operational requirements and protocols in place for the way in which your course is delivered and the way in which University activities, facilities, and spaces operate which students and staff will need to follow.

In the event of further government lockdowns either local or national in response to Covid-19, we will prioritise digital and online learning and support to enable students to continue with their studies. We may need to implement approved emergency Covid-19 pandemic academic regulations to take account of the impact of Covid-19 general extenuating circumstances.

## **Placements and Other Off-Campus Learning Opportunities**

Covid-19 response measures are likely to impact on the arrangements for placements, field trips, volunteering and other off-campus activities. If available, these are likely to operate with appropriate social distancing arrangements. Employers may reduce the availability of placement or volunteering opportunities due to the impact of Covid-19 on their operations.

The availability or type of placements with employers, study abroad or volunteering opportunities, may be restricted. The University follows the UK Government's Foreign and Commonwealth travel advice and is also informed by any specific in-country international travel restrictions or requirements.

The University's current position is that we will not facilitate outward (from UK) international/overseas placements, study abroad or volunteering activity in 2020/21. This is to protect students and minimise the risk of you being stranded abroad in the event of a lockdown and the introduction of national/local travel restrictions. We will only consider international placements for students whose domicile address is in the country of their placement.

Inward Exchange study (from other EU countries to the UK under this scheme) will be supported where these align with the teaching blocks academic calendar delivery dates. There may be other national or international travel restrictions or quarantine measures or specific work-place Covid-19 measures that impact on these opportunities.

Should the Covid-19 response and alert level be amended any activity may also be subject to Covid-19 employer, local or in-country requirements applicable at the time of the placement/activity. We will keep the position under review for teaching blocks 2 and 3 or semester 2, informed by Public Health England and the UK Government's Foreign and Commonwealth travel advice.

Students will have access to advice and support from the University careers and employability team during their studies via the online resources and support.

Further information on placements or other off-campus learning opportunities applicable to your course is provided below.

## **Professional Accreditation or Recognition Associated with the Course**

We will prioritise face-to-face teaching and practical teaching to meet any requirements of relevant professional, statutory and regulatory bodies if your course includes these elements. This will ensure that your course retains its full professional status.

Specific information on applicable professional statutory or regulatory body recognition or requirements for your course is summarised below.

## Teaching and Learning Activities

The way we will deliver this course and teaching, learning and assessment activities in 2020/21 will be informed by Public Health England advice and guidance on Covid-19 secure requirements and the need for social distancing for the protection of students and staff.

You will experience a blended approach to learning for 2020/21; this is a mix of face-to-face, on campus online, and digital content, teaching and learning.

We are working within the government two metre social distancing measures for teaching block 1 or semester 1 so we are not planning to deliver large-group teaching on campus throughout 2020/2021. This will ensure that maximum space will be available for small-group teaching.

In most cases, the taught content will also be available online so you can still access it if you are not able to attend campus due to the pandemic (for example, due to self-isolation, shielding or travel restrictions).

There will be digital content and recorded lectures available online to support students who may be unable to travel to campus. In some circumstances, other formal taught sessions may also be recorded.

In the event of a further government lockdown in response to Covid-19, we will prioritise digital and online learning and support to enable students to continue with their studies and study towards achieving any specified professional statutory and regulatory body accreditation requirements where this applies.

If there is an easing of Covid-19 restrictions, we will continue to provide blended delivery for teaching block 1 or semester 1 in 2020/21. We will keep teaching blocks 2 and 3 or semester 2 under review, informed by Public Health England advice (see Introduction section above).

Further information on local course delivery arrangements will continue to be available from your School and via the School.

Students will be kept up to date with new information when this is available via this University web site.

## Learning Support

### Our approach to delivering student support in 2020/21

Given the planned social distancing measures in place on campus for 2020/21 to ensure safe delivery of services for students and staff, some of the arrangements for student support will be accessible online.

We are committed to ensuring you continue to have opportunities to access the learning and wellbeing support that you need over the forthcoming year. General learning spaces, including access to libraries, will be available to be booked online; and where specialist space is needed, this will either be provided: as normal; created in newly adapted spaces; or replicated as part of an enhanced suite of online resources.

We want to provide a safe environment for students and staff, so on-campus delivery of student support services will be limited. This may mean that campus-based school offices will operate within defined core office hours. However, full access to advice, learning support and specialist services will be delivered via telephone, email, video calls and online live chat. The Students' Union will also be implementing social distancing arrangements for student advice services.

### **Access to Library support in 2020/21**

The Library offers access to thousands of resources via MyBeckett or the Library web site which also provides full details of all our services <http://libguides.leedsbeckett.ac.uk/home>

In response to Covid-19, and the need for social distancing for the protection of students and staff, the libraries will be available via a booking system in 2020/21 for students to study, access PCs and laptops, printer/copiers, and other equipment, and to use the books and journals.

The Library and Student IT Advice Service is available by online chat, email or phone, and provides support on using the University's online and digital services, finding information, borrowing, Office 365, MyBeckett, online meetings, saving your work, passwords, etc:

- online, including 24/7 chat: [http://libguides.leedsbeckett.ac.uk/contact\\_us](http://libguides.leedsbeckett.ac.uk/contact_us)
- by phone 0113 812 1000 (24/7 IT support)

The Library Academic Support team can help you develop your academic skills such as critical thinking, academic writing and analysing data, and research skills such as how to find, use and evaluate information for your studies. The team liaises with your lecturers to provide the information resources you need for your subject and to arrange academic skills sessions to support you in your studies. They also have a wide range of short tutorials available on the Library's YouTube channel:

[www.youtube.com/channel/UCFFd5u75zmy00EnkM9F2zPQ](http://www.youtube.com/channel/UCFFd5u75zmy00EnkM9F2zPQ)

### **Support from your School**

If you have a question or a problem relating to your course, your Course Administrator is there to help you. Course Administrators work closely with academic staff and can make referrals to teaching staff or to university specialist support services as appropriate. They can also arrange for a confirmation of attendance letter, and a transcript on your behalf. You may also like to contact your Course Representative or the Students' Union Advice team for additional support with course related questions.

### **Student Advice and Support**

If you have any questions about life at our University in general, you may contact the Student Advice Hub to speak to one of our Student Services Advisers. This team, consisting of recent graduates, are able to support you throughout your time here. They will make sure you have access to and are aware of the support, specialist services and opportunities our University provides.

Our Student Advice Hub will be operating via live chat, video, telephone and email services. Telephone lines - 0113 812 3000 - will open as usual 09.00-17.00 Monday-Friday. You can book an appointment via telephone

or online video chat with an adviser via the link at: [www.leedsbeckett.ac.uk/studenthub/student-experience-team/](http://www.leedsbeckett.ac.uk/studenthub/student-experience-team/). This is where contact details for all specialist support services can also be found. You can also email the team at [studentadvicehub@leedsbeckett.ac.uk](mailto:studentadvicehub@leedsbeckett.ac.uk)

## **Range of Support Services Available**

There is a range of support for disabled or vulnerable students. Any student with a disability, who may or may not have declared this to the University and wishes to discuss their learning support for the year ahead or their status as a Covid-19 extremely vulnerable person, should contact their Disability Adviser for their School who is based in Student Services to discuss their support needs in the first instance. The service contact details are [disabilityadvice@leedsbeckett.ac.uk](mailto:disabilityadvice@leedsbeckett.ac.uk) or telephone 0113 812 5831. Students who are classed as Covid-19 Extremely Vulnerable (i.e. you have received a Shielding Letter from the NHS) but who do not regard themselves as disabled, and have not registered with the Disability team, should discuss any support arrangements they may need, directly with their Course Director and if resident in halls, their Residential Life team.

Once enrolled, you will have access to our virtual learning environment, MyBeckett. Within this system you will see two tabs (Support and Opportunities) where you can find online information and resources for yourselves. The Support tab gives you access to details of services available to give you academic and personal support. These include Library Services, the Students' Union, Money advice, Disability advice and support, Wellbeing, International Student Services and Accommodation. There is also an A-Z of Support Services, and access to online appointments/registration. The Opportunities tab is the place to explore the options you have for jobs, work placements, volunteering, and a wide range of other opportunities. For example, you can find out here how to get help with your CV, prepare for an interview, get a part-time job or voluntary role, take part in an international project, or join societies closer to home.

You can also access details of all University student support teams at our web A-Z of Services. This can be found at [www.leedsbeckett.ac.uk/studenthub/student-support/](http://www.leedsbeckett.ac.uk/studenthub/student-support/). Here you can obtain further information including service contact details, access self-help resources or book an appointment with a range of support services.

In order to provide you with information on student services support in 2020/21 in response to the changing Covid-19 position, updated information will be provided on our University Covid-19 microsite.

## PART 2: Important Information Specific to MA Social Work for 2020/21

<b>Award</b>	Master of Arts Social Work
<b>Contained Awards</b>	Postgraduate Diploma Social Work <i>Non-professional contained awards:</i> MA Social Studies Postgraduate Diploma Social Studies Postgraduate Certificate Social Studies
<b>Awarding Body</b>	Leeds Beckett University
<b>Level of Qualification and Credits</b>	Level 7 of the Framework for Higher Education Qualifications, with 180 credit points at Level 7 of the UK Credit Framework for Higher Education

### Course Lengths and Standard Timescales

The standard start date for Leeds Beckett University induction week is reproduced below and relates to the majority of students starting a course in September 2020. A proportion of courses have alternate start dates which are displayed on the online prospectus and additionally will be notified to the students concerned via the offer letter.

- 2 years (full time, campus based)  
Starts 21 September 2020/ Ends August 2022
- 3 years (part time, campus based)  
Starts 21 September 2020/ Ends August 2023

**For more information about part-time delivery contact your school**

### Timetable Information

This course will be taught via semester-based delivery. Details of on-campus and other scheduled sessions will be confirmed in your timetable.

Further information on learning and teaching activities and your modules is provided in a later section of this document.

This course follows a non-standard calendar to accommodate placements.

## Placements and Other Off-Campus Learning Opportunities

**Summary:** Students are required to complete assessed practice in two placements.

Social work placements are due to be delivered with placement providers as outlined below. Delivery, timing and placement setting may vary due to the impact of the Covid-19 situation on placement availability. Students will often be working remotely while on placement. In exceptional circumstances relating to Covid 19, alternative practice assessments may be considered. Students would be fully consulted on any potential changes.

Please be aware that the Covid-19 response measures may impact on the arrangements for placement and other off-campus activities and may lead to changes in what opportunities are available or the ability to undertake these.

**Length:** Placement one: 70 days and Placement two: 100 days

**Location:** The placements take place normally with the local authority or health and social care organisations that undertake statutory social work tasks in West Yorkshire.

**Policies, Standards and Regulations** [www.leedsbeckett.ac.uk/public-information](http://www.leedsbeckett.ac.uk/public-information)

The course follows the University Academic Regulations except where noted below.

*Fitness to Practise:* The course is subject to the Fitness to Practise Policy & Procedure.

<http://www.leedsbeckett.ac.uk/public-information/student-regulations/>

Students are expected to act in a professional manner at all times in line with the Policy.

*Achievement of the award:* All assessments, components of assessment, modules and placements, must be passed for the conferment of the award. The course does not allow for compensation or condoning of marks by the Progression and Award Board.

*In-level stage:* There is an in-level stage at the end of year one for full-time students and on completion of the Practice Placement 1 module for part-time students. This stage constitutes the group of modules undertaken by these points upon completion of which student progress is considered and both reassessment and subsequently repeat opportunities may be offered.

*Mitigation:* No mitigation is allowed for the practice component.

*Attendance:* As well as following the University's attendance policy, the course has minimum attendance requirements of 80% for University sessions and 100% attendance on placement for the Practice Placement 1 and 2 modules. Details of how absences are managed are detailed in the Course Handbook and the Placement Handbooks. Attendance is monitored through the personal tutor process and in liaison with the Course Leader and Course Director.

*Contained Awards:* Students who fail to achieve the minimum performance required for the target award shall be recommended for the conferment of a lower or the same level award with a different title (not a professional award), in line with the Regulations.

*Non-professional contained awards:* These contained awards do not provide eligibility to apply for registration as a social worker.

- PG Certificate Social Studies and PG Diploma Social Studies
- MA Social Studies: students who do not successfully complete the Practice Placement 2 module only can opt to undertake the Open Learning module (20 credits) in order to achieve the University's requirements for a Master's award. This module is optional and the student may decide to exit with the PG Diploma Social Studies contained award instead. See below for details regarding failing placements, readiness for practice and the Practice Assessment Examination Committee's role when placements are failed.

*Professional contained award:* PG Diploma Social Work - for students who successfully complete the Practice Placement 1 and 2 modules, but who do not pass the Social Work Research module. This contained awards does provide eligibility to apply for registration as a social worker.

*Placement progression for placement 1 and 2:* Placement progression is assessed through the practice settings and professional requirements. The Practice Assessment Examination Committee (PAEC) meets twice yearly to discuss practice assessments and makes recommendations concerning the progression of students to the Progression and Award Board.

*Failing placement:* Students normally have only one opportunity to repeat a placement throughout the course. Students who fail two assessed practice learning placements across the whole course will be deemed to have failed the course and a recommendation made to the Progression and Award Board for the student to be withdrawn from the course and be credited with completed modules with the appropriate contained award. This includes students who withdraw from placement following practice concerns and/or an action plan. Students in this situation will be discussed at PAEC and a fail recommendation will normally be suggested.

The University cannot guarantee that a repeat placement can be sourced but will work with partners in the Teaching Partnership to make every reasonable effort to do so. Students who fail or withdraw from placement will complete a Readiness for Practice plan with their tutors, prior to any repeat placement, as outlined below.

*Readiness for practice:* The Professional Capabilities Framework outlines a number of statements relating to Readiness for Practice for student social workers which impact upon student progression as follows:

- Prior to first placement, students are assessed on their communication skills and ability to learn from feedback. The ability of students to apply basic social work knowledge, skills and values is also assessed through a recorded role play and written reflection.
- Students are also assessed at the end of the first practice placement concerning their readiness to progress to the second practice placement where more complex work will be undertaken.

- Students who have failed or withdrawn from placement must complete a Readiness for Practice Plan as determined by their tutor which will be considered by Practice Assessment Examination Committee (PAEC). Students who fail to undertake or complete a Readiness for Practice Plan will not be offered a further practice placement. All External Examiners are invited to attend the PAEC and it is a requirement that at least one will be available for this meeting.

## **Your Key Contacts**

<b>Course Director:</b>	Dr David Mercer
<b>Course Leader:</b>	Mark Williams
<b>Academic Adviser:</b>	Confirmed at induction
<b>Course Administrator:</b>	Lyndsey Pearson <a href="mailto:l.pearson@leedsbeckett.ac.uk">l.pearson@leedsbeckett.ac.uk</a>

## **Professional Accreditation or Recognition Associated with the Course**

**Professional Body:** Social Work England

### **Accreditation/ Recognition Summary**

This course was approved by the previous social work regulator, the Health and Care Professions Council. From 2 December 2019, responsibility for the approval of courses transferred to Social Work England. This course remains approved by Social Work England. This means that people qualifying from this course can apply to become a registered social worker.

Social Work England's current Covid-19 guidance for students can be found here:

[www.socialworkengland.org.uk/coronavirus/information-for-students/](http://www.socialworkengland.org.uk/coronavirus/information-for-students/)

## **Course Overview**

### **Aims**

The aims of the course are to:

- Provide a challenging programme of applied learning that enables students to develop and demonstrate the knowledge, skills and values to embark on their career with a strong and confident professional identity and a commitment to continued professional development.
- To produce postgraduate, qualifying-level social work students who, at the point of completion of their course, meet the Social Work England Standards and associated PCF domains, enabling students to apply for professional registration as a social worker.
- To enable students to use professional judgement in making decisions in complex situations within legal and ethical boundaries and work in accordance with Social Work England Standards.
- Communicate effectively with a range of people (including children and adult service users, colleagues, other professionals and people in authority) and in a variety of settings and promote a philosophy of partnership working which is effective with other health and social care professionals, service users, carers and their families.

- Develop critically reflective practitioners, with the ability to utilise contemporary knowledge and theory and who can draw upon evidence-based research to monitor and evaluate both the effectiveness of their practice and the delivery of social work in a multi-disciplinary context.

### **Course Learning Outcomes**

At the end of the course, students will be able to:

- Demonstrate the ability to critically apply evidence-based knowledge to inform professional capability at qualifying level.
- Demonstrate the ability to be accountable for the management and development of self as an independent learner and a professional practitioner.
- Critically apply a range of social work skills in order to intervene ethically and effectively and make decisions in challenging situations.
- Critically reflect upon and analyse social work practice within the social and organisational context in order to provide creative and innovative solutions to complex problems.
- Critically reflect upon and analyse social work practice within the social and organisational context in order to provide creative and innovative solutions to complex problems.
- Demonstrate in depth knowledge and a critical understanding of social work practice to meet the professional requirements and standards of the regulator.

### **Teaching and Learning Activities and Your Modules**

2020/21 location of delivery: blended delivery - online and City Campus

Also see: [Leedsbeckett.ac.uk HCS2020Teaching](https://leedsbeckett.ac.uk/HCS2020Teaching)

It is currently planned that lectures and other teaching activities will be delivered online given the current restrictions placed on social distancing but this will be reviewed at regular activities. Alongside this, there will be some thematic face-to-face seminar support to contextualise modules taught and provide contact with peers and tutors.

Students will be supported by a programme of asynchronous learning delivered online and some in-class activities. In-class delivery will be replicated through online teaching and support. The course team will provide support online through one-to-one and small group tutorials. This will serve to support students with support and skills delivery for remote engagement.

Access to a personal digital device to enable participation in digital and online learning, teaching and assessment is essential (see part one, Course fees section for more details). Online delivery may use a variety of platforms including Skype for Business and MS Teams. Other platforms may be used for specific activities. Support is available from the University to enable you to use platforms or software that you are unfamiliar with; you can download Microsoft Office onto your device by logging into your Office 365 portal from the IT tab on [MyBeckett](https://mybeckett.ac.uk) and you can obtain IT Support here: [https://libguides.leedsbeckett.ac.uk/it\\_support](https://libguides.leedsbeckett.ac.uk/it_support). You will receive guidance on managing your independent study hours for each module undertaken.

The course commences with an intensive week of induction and orientation that aims to introduce the core concepts of the course and to enable the student cohort to develop a cohesive sense of identity. The course

promotes an inclusive environment that involves behaving in a non-discriminatory way, being respectful of others and valuing diversity. A group agreement is developed as part of the Induction process with every cohort of students, with the aim of creating a safe space for shared and independent learning. The course encourages students to engage in respectful discussion, debate, collaborative work and research, in order to recognise and learn from different viewpoints and critically examine diverse theoretical perspectives. Students are encouraged to identify and evaluate their learning styles and preferences and to develop action plans and learning contracts to support self-directed learning. The course employs a wide variety of teaching styles and assessment methods to promote and enable inclusive learning. Placement providers are offered support and guidance around reasonable adjustment, from tutors and the University Disability Service, to promote appropriate learning opportunities for all students.

When on campus, teaching takes place in multi-purpose teaching spaces throughout the University, with additional specialist teaching and learning facilities for interpersonal skills development and experiential learning within the School. Some modules enable the students to work mainly as one year cohort of postgraduate students and others include some joint teaching sessions with student peers from the BA (Hons) Social Work. In such modules it is recognised that there are shared areas of knowledge that are appropriate to be taught jointly to students at the relevant stages of their progress through the BA and MA courses. Module leaders ensure separate sessions and learning materials are offered to MA students to enable assimilation and synthesis of knowledge at a deeper and more challenging level. Students are supported to develop skills of advanced scholarship in undertaking their research to complete assessments for these modules at master's level.

Teaching approaches include staff and/or practitioner led lectures (including podcasts) and workshops for skills development. Some teaching includes working with students from different professional disciplines to promote inter-disciplinary learning and good practice. The Children and Young People module in particular includes teaching and learning opportunities alongside specialist child health students and tutors in order to promote positive inter-professional collaboration in the crucial area of child welfare and safeguarding. The School also co-ordinates inter-professional learning workshops enabling students from a wide range of health and social care disciplines to work together on themes such as multi-disciplinary case management.

Thirty days for skills development are embedded throughout the curriculum. These include opportunities to develop a range of professional skills through experiential learning at appropriate levels highlighted in the Professional Capabilities Framework (PCF), in particular, readiness for first placement, readiness for final placement and transition to qualified practice. Most of the skills development sessions are undertaken alongside students on the undergraduate course. This is in recognition of the fact that the PCF is common to both BA and MA students and both cohorts of students are seeking to attain the same levels of capability as they progress through their courses. Social work practitioners and service users and carers work alongside academic tutors in developing students' practice skills against the PCF. Examples include activities to develop and assess communication and inter-personal skills, conflict and risk management, court and report writing skills. The role plays and activities involve scripted roles and are recorded. Ground rules are agreed and established early in the course, which emphasise the importance of mutual respect and support.

To develop self-directed learning, students are encouraged to participate in student-led seminars and presentations, as well as group work activities and action learning sets to promote shared learning, peer

feedback and team working skills. Analytical skills and critical thinking are developed through reflective learning blogs and critical incident analyses as well as problem-based learning activities. Case study analysis and experiential learning are used to integrate theory and practice and to develop critical application of theory.

Interpersonal skills are central to social work practice and these are taught through the use of dedicated communication skills facilities. Students are enabled to practise and develop their professional communication skills in preparation for practice and throughout the course up to qualifying level. Students are supported to self-evaluate their skills, to provide peer feedback and to respond to the constructive feedback of peers, tutors, service users and carers and Practice Educators. Students are also provided opportunities to develop specialist skills in the presentation of evidence through simulated courtroom and mental health tribunal learning experiences. Electronic portfolios are widely used throughout the curriculum to demonstrate evidence of skills development, critical thinking and reflective learning. Multi-media sources are used to engage and support student learning in the classroom and in the virtual learning environment.

<b>Full-time - 2 years commencing 2020/21</b>	
Year 1 - Semester 1	Core
Preparation for Practice - effective engagement with people	Y
Social Work with Adults	Y
Social Work with Children and Young People	Y
Social Work Research <i>continues over four semesters</i>	Y
Year 1 - Semester 2	Core
Practice Placement 1 <i>70 days</i>	Y
Models of Intervention	Y
Year 2 - Semester 1	
Social Work Law for Qualifying Practice	Y
Social Work Research <i>(continues from Y1)</i>	Y
Practice Placement 2 <i>100 days - commencing week 3, running into the beginning of Semester 2</i>	Y
Year 2 - Semester 2	
Open Learning <i>Students can opt to undertake this module if the Practice Placement 2 module is failed, in order to be able to achieve the non-professional MA Social Studies contained award</i>	

<b>Part-time - 3 years commencing 2020/21</b>	
Year 1 - Semester 1	Core
Preparation for Practice - effective engagement with people	Y
Social Work with Children and Young People or Social Work with Adults	Y

Year 1 - Semester 2	Core
Models of Intervention	Y
Year 2 - Semester 1	
Social Work with Adults or Social Work with Children and Young People	Y
Social Work Research ( <i>continues over four semesters</i> )	Y
Year 2 - Semester 2	
Practice Placement 1 <i>70 days</i>	Y
Year 3 - Semester 1	
Practice Placement 2 <i>100 days - commencing week 3, running into the beginning of Semester 2</i>	Y
Year 3 - Semester 2	
Open Learning Students can opt to undertake this module if the Practice Placement 2 module is failed, in order to be able to achieve the non-professional MA Social Studies contained award	N
Social Work Research ( <i>continues from Y2</i> )	Y
Social Work Law for Qualifying Practice	Y

## Assessment Balance and Scheduled Learning and Teaching Activities

The assessment balance and overall workload associated with this course are calculated from core modules.

A standard module equates to 200 notional learning hours comprising teaching, learning and assessment, placement activities and independent study. The hours for the course exceed the guidelines of 1,800 (10 notional hours per credit) due to the placement hours required to be undertaken. Modules may have more than one component of assessment.

### Assessment

On this course students are assessed through coursework, an examination and practical skills assessments. Placement experiences are assessed.

Overall Workload for the Course	Hours
Teaching, Learning and Assessment	412
Independent Study	1148
Placement	1275
Total	2835

## Learning Support Arrangements (School/course)

In line with the University's expectations the course operates an Academic Advisor system. Students are allocated an Academic Advisor who is the first point of contact for non-academic/module related pastoral support.

Students are supported throughout their studies by the same Academic Advisor (where possible) and the course team. Where possible, Academic Advisors are engaged in the delivery of credit-bearing modules at Level 4. This ensures that students have regular contact with their Academic Advisor and that they can support them in their personal, academic and career development. It is expected that students will meet with their Academic Advisor, outside of credit-bearing provision and induction programme, a minimum of five times per year. Academic Advisors use a variety of ways to arrange meetings with their students which may include tutor arranged appointments and student arranged appointments online or face-to-face where appropriate and safe to do so.

If you have a question or a problem relating to your course, your Course Administrator is there to help you. Course Administrators work closely with academic staff and can make referrals to teaching staff or to university specialist support services as appropriate. They can also arrange for a confirmation of attendance letter, and a transcript on your behalf. You may also like to contact your Course Representative or the Students' Union Advice team for additional support with course related questions.

Regarding PPE (personal protective equipment) on placement, students will follow their agencies' guidelines to ensure your safety and the safety of the services users.

Details of how students will be supported to engage with online content and assessment on the course will be covered at induction and detailed in your module handbooks, available on MyBeckett. You will be guided to the support available from the University to help with unfamiliar software or platforms for your modules and also to our usual online resources, such as the Skills for Learning and the Library resources. You will receive guidance on managing your independent study hours for each module undertaken.

Your course team and the School of Health and Community Studies are committed to ensuring that you continue to have opportunities to access the learning and wellbeing support that you need over the coming year. Your Academic Advisor and Course Leader are available to help with any questions regarding your learning support arrangements in 2020/21.

#### *Useful links*

IT support: [https://libguides.leedsbeckett.ac.uk/it\\_support](https://libguides.leedsbeckett.ac.uk/it_support)

Skills for Learning: <https://skillsforlearning.leedsbeckett.ac.uk/>

Library: <https://libguides.leedsbeckett.ac.uk/home>

Library skills and subject support: [https://libguides.leedsbeckett.ac.uk/subject\\_support](https://libguides.leedsbeckett.ac.uk/subject_support)

Disability Advice: [www.leedsbeckett.ac.uk/studenthub/disability-advice/](http://www.leedsbeckett.ac.uk/studenthub/disability-advice/)

University Covid-19 guidance: [www.leedsbeckett.ac.uk/COVID19/](http://www.leedsbeckett.ac.uk/COVID19/)