# SCHOOL OF SPORT & HEALTH SCIENCES

**Post Graduate Certificate / Post Graduate Diploma / M.Sc.
Occupational Safety, Health and Wellbeing**

**PRE-ENROLMENT INFORMATION**

**2018/19**



**Accredited by the Institute of Occupational Safety and Health**

# CONTENTS

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Information correct at the time of printing

# 1. GENERAL INFORMATION

**Title of Award:**           M.Sc. Occupational Safety, Health and wellbeing
PgCert Occupational Safety, Health and wellbeing
PgDip Occupational Safety, Health and wellbeing

**Validating Body:**          Cardiff Metropolitan University

**Type of Programme:**      Modular

**Normal Length:**           **Full Time (one to two years)**

**Part Time (two to three years)**

Includes completion of all taught credits and a research project taking between 6 to 12 months (research projects can be completed inside or outside the UK).

**School:**                  School of Sport and Health Sciences

**Dean of School:**          Prof Leigh Robinson

**Programme Director:**     Mr Stuart Scott

## 2. ENROLMENT AND PROGRAMME INDUCTION

Please join us for the programme induction, campus orientation and team welcome event at the start of term.

**Induction will take place on Tuesday 18th September, Llandaff Campus – Room O215**

- • 2:00pm to 3:30pm - Programme Introduction

- • 3:30pm to 4pm - ID card collection and break

- • 4:30pm to 5:30pm – Campus tour and library induction

- • 5:30pm to 7:00pm – Team welcome event

The session will include details of university wide events also available during Induction Week.

***Please note:*** *The above timetable is for information only and may be subject to minor amendments within the 2pm to 7pm timeframe.*

### ONLINE ENROLMENT

Enrolment is an essential process that confirms your status as a Cardiff Met student and also gives you access to Cardiff Met IT systems, payment of fees, and, importantly, enables you to obtain your Student MetCard.

You can complete the online Self-Enrolment process from any computer through the Cardiff Met Self Service system once you have received your **Enrolment Email**.

On receipt of your Enrolment Email, please begin your Self-Enrolment by going to the www.cardiffmet.ac.uk/enrolment webpage and following the step-by-step guidance provided. Access to the Enrolment section of the Cardiff Met Self Service system will require you to login with a username and password. **Please input the same username and password you originally used to apply with.** Guidance is provided for forgotten usernames/passwords. Please note that in order to Self-Enrol, your status with Cardiff Met must be **Unconditional Firm (UF)** i.e. all conditions met and place accepted.

You will be able to obtain your University Identification Card during the Induction programme (see below).

## 3. INTRODUCTION TO ACADEMIC SKILLS SESSIONS

In addition to the programme induction, we invite you to complete a week of academic skills sessions prior to starting lectures. Designed to help develop academic skills and improve confidence and ability to study at Masters Level, the sessions are an invaluable tool for both those returning to academia and those who have entered via the professional experience route.

An exact timetable for the sessions has yet to be confirmed. However, the sessions will likely take place between

- 9am and 4pm on the Tuesday 25th September 2018
- 9am and 4pm on Thursday 27th September 2018
- 9am to 4pm on Friday 28th September 2018

The sessions will work towards submission of a practice essay* on or around Monday 1st October

2018. The sessions are typically compulsory for -

- All international students
- Students who do not have a degree or have not previously studied at university
- Students whose previous degree qualification is over 5 years old.

For all other students the sessions are optional.

*All students, including those not required to attend the academic skills session, will be required to complete the practice assignment.

# 4. PROGRAMME INFORMATION

## Educational aims of the programme

Our aim as a programme team is to enable you to develop holistic approaches to enhancing organisational safety and health through improved worker engagement and wellbeing.

Our programme is designed to enhance your current understanding and application of occupational health and safety management by enabling you to develop a more holistic approach to influencing worker and organisational performance through the contemporary concepts of worker engagement and wellbeing.

## Programme Outcomes

On completion of the programme, you should be able to:

1. Appraise literature for appropriate evidence to inform academic and professional practice.
2. Examine and appraise the impact work has on the physical, mental and social health and wellbeing of workers.
3. Examine and appraise approaches to improving the physical, mental and social health and wellbeing of workers.
4. Critically appraise factors which influence the perception, communication and response to health and wellbeing risks.
5. Evaluate the effectiveness of risk assessment and risk management models in improving safety, health and wellbeing in the workplace.
6. Compare and contrast approaches to influencing worker behaviour and evaluate their effectiveness in improving safety, health and wellbeing performance in the workplace.
7. Evaluate the effectiveness of safety, health and wellbeing management systems and processes through the appraisal of individual and organisational performance outcomes.
8. Develop a holistic approach to the development and implementation of occupational safety, health and wellbeing strategies and interventions.
9. Develop strategies for improving worker engagement and wellbeing and to critically evaluate their influence on organisational outcomes.
10. Demonstrate the ability to design, plan, undertake and present research findings in a relevant study area.

## 5. PROGRAMME STRUCTURE AND ORGANISATION

**Programme structures and features, curriculum units (modules), credit and award requirements**

| Level 7 – Module structure for September intake | | | | | | |
|---|---|---|---|---|---|---|
| **Module Code** | **Module Title** | **Term** | **Credit Value** | **Shared Module** | **Available in Welsh (Yes/No)** | **Available as a short course** |
| OSH7009 | Assessing the Impact of Work on Health | 1 | 10 | No | No | Yes |
| OSH7010 | Approaches to Improving Worker Safety, Health and Wellbeing | 1 | 10 | No | No | Yes |
| OSH7011 | Influencing Individual and Organisational Behaviour | 1 | 10 | No | No | Yes |
| OSH7012 | Evaluating Safety, Health and Wellbeing Performance | 1 | 20 | No | No | Yes |
| SHS7000 | Applied Research Methods & Design | 2 | 20 | Yes | No | No |
| APH7001 | Health Risk Perception and Communication | 2 | 10 | Yes | No | Yes |
| OSH7013 | Principles and Practice of Risk Assessment | 3 | 10 | No | No | Yes |
| OSH7014 | Developing Safety, Health and Wellbeing Strategies & Interventions | 2 | 10 | No | No | Yes |
| OSH7015 | Worker Engagement and Well-being | 2 | 20 | No | No | Yes |
| *Award – PG Certificate* | | | *60* | *Any taught modules* | | |
| *Award – PG Diploma* | | | *120* | *All taught modules* | | |
| **Dissertation/ Project Module Code** | **Module Title** | **Term\*** | **Credit Value** | **Shared Module** | **Available in Welsh (Yes/No)** | **Short Course** |
| OSH7016 | Research Project | 1 & 2 | 60 | No | No | No |
| *Award – Masters Degree* | | | *180* | | | |
| **Final Award – MSc Occupational Safety, Health and Wellbeing** | | | **180** | | | |

# 6. MODULE OVERVIEW

- **OSH7009 Assessing the Impact of Work on Health (10 Credits)** The aim of the module is to evaluate the positive and negative influences the workplace has on the safety and health of workers and evaluate the impact of emerging wellbeing issues.

- **OSH7010 Approaches to Improving Worker Safety, Health and Wellbeing (10 Credits):** The aim of this module is to critically assess the scope of workplace safety, health and wellbeing programmes and evaluate the evidence for creating an all-inclusive approach to improving safety, health and wellbeing at work.

- **APH7001 Health Risk Perception & Communication (10 credits):** The aim of the module is to enable students to critically appraise the impact of psychological and psychosocial factors upon the perception and communication of and response to, a range of risks and threats to health and wellbeing.

- **OSH7013 Principles and Practice of Risk Assessment (10 Credits):** The aim of this module is to enable the student to examine theoretical and practical approaches to risk assessment, hazard identification and risk control and to evaluate their impact on the improving safety, health and wellbeing performance in the workplace.

- **SHS7000 Applied Research Methods and Design (20 credits):** Develop the qualitative and quantitative research skills necessary to undertake research and evaluate interventions and day-to-day practice

- **OSH7011 Influencing Individual and Organisational Behaviour (10 Credits):** The aim of the module is to enable students to compare and contrast approaches to influencing worker behaviour and evaluate their effectiveness in improving health, safety and wellbeing performance in the workplace.

- **OSH7012 Evaluating Safety, Health and Wellbeing Performance (10 Credits):** The aim of the module is to enable the student to evaluate and improve the effectiveness of health, safety and wellbeing programmes through the appraisal of individual and organisational performance outcomes.

- **OSH7014 Developing Safety, Health and Wellbeing Strategies & Interventions (20 Credits):** The aim of this module is to enable students to construct a strategic response and multidisciplinary approach to improving safety, health and wellbeing in the workplace.

- **OSH7015 Worker Engagement and Wellbeing (20 Credits):** The aim of this module is to enable students to develop strategies for improving worker engagement and wellbeing and to critically evaluate their influence on organisational outcomes.

## Supervised research module

- **OSH7016 Research Project (60 credits):** The aim of the research project is to enable students to demonstrate the ability to design, plan, and undertake research in a relevant study area, and present the findings.

  *Please note: Students wishing to finish the course in 12 months should enrol on the Research Project module at the start of the programme. Students wishing to complete the programme over a longer period should speak with the Programme Director to discuss enrolment on the module.*

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## 7. TERM DATES FOR TIMETABLING (2018/2019)

| CARDIFF METROPOLITAN UNIVERSITY | | | |
|---|---|---|---|
| **TERM DATES FOR TIMETABLING (2018/2019)** | | | |
| **TEACHING WEEK PATTERNS** | | | |
| **Week Commencing:** | **Week Number** | **Term Framework** | **Indicative Lecture Timetable** |
| | | | **International Student Airport Welcome** |
| 17 September 2018 | **8** | **INDUCTION WEEK** | **Programme Induction - September Intake** |
| 24 September 2018 | **9** | **Autumn Term Begins** | **MSc Academic Skills Week - September Intake** |
| 01 October 2018 | **10** | | |
| 08 October 2018 | **11** | | **Part-time students** – Lectures Tuesdays, 4:30pm to 7pm |
| 15 October 2018 | **12** | | |
| 22 October 2018 | **13** | | |
| 29 October 2018 | **14** | | |
| 05 November 2018 | **15** | | **Full-time students** – Lectures Tuesdays and Thursdays, 4:30pm to 7pm |
| 12 November 2018 | **16** | | |
| 19 November 2018 | **17** | | |
| 26 November 2018 | **18** | | **All students** - One Saturday session, 9:30am to 4pm, October (Dates and times TBC) |
| 03 December 2018 | **19** | | |
| 10 December 2018 | **20** | **Autumn Term Ends** | |
| 17 December 2018 | **21** | **CHRISTMAS VACATION** | |
| 24 December 2018 | **22** | **CHRISTMAS VACATION** | |
| 31 December 2018 | **23** | **CHRISTMAS VACATION** | |
| 07 January 2019 | **24** | **CHRISTMAS VACATION** | |
| 14 January 2019 | **25** | **Spring Term Begins** | |
| 21 January 2019 | **26** | | **International Student Airport Welcome** |
| 28 January 2019 | **27** | | **Programme induction – January Intake** |
| 04 February 2019 | **28** | | **MSc Academic Skills Week (January Intake)** |
| 11 February 2019 | **29** | | **Part-time students** – Lectures Tuesdays, 4:30pm to 7pm |
| 18 February 2019 | **30** | | |
| 25 February 2019 | **31** | | |
| 04 March 2019 | **32** | | **Full-time students** – Lectures Tuesdays and Thursdays, 4:30pm to 7pm + Two Friday sessions 9:30 to 4pm (Week 30 and 34) |
| 11 March 2019 | **33** | | |
| 18 March 2019 | **34** | | |
| 25 March 2019 | **35** | **Spring Term Ends** | |
| | | | **All students** - One Saturday session, 9:30am to 4pm, February (Dates and times TBC) |
| 01 April 2019 | **36** | **EASTER VACATION** | |
| 08 April 2019 | **37** | **EASTER VACATION** | |
| 15 April 2019 | **38** | **EASTER VACATION** | |
| 22 April 2019* | **39** | **EASTER VACATION** | |
| 29 April 2019 | **40** | **Summer Term Begins** | |
| 06 May 2019* | 41 | | **Full and Part time students** – Lectures Tuesdays 4:30pm to 7pm |
| 13 May 2019 | 42 | | |
| 20 May 2019 | 43 | | |
| 27 May 2019* | 44 | | |
| 03 June 2019 | 45 | | |
| 10 June 2019 | 46 | **Summer Term Ends** | |

This is an indicative timetable and maybe subject to change. A full detailed timetable will be available at the start of term.

## 8. CONTACT DETAILS

If you have any concerns or questions prior to the start of term please contact

Stuart Scott via sscott@cardiffmet.ac.uk or tel: 02920 416872

**Useful links**

- [Academic Handbook](#)

- [Accommodation](#)

- [Additional Costs](#)
  Additional costs are any mandatory or optional expenses, in addition to tuition fees, that need to be paid for by students to fully participate and complete their studies.

- [Admissions Policy](#)

- [Bike Shelters](#)
  [Once you are on campus and have collected your student ID card you will be able to request access to the various bike shelters around our campuses.](#)

- [Campus Maps & Met Rider](#)

- [Cardiff Met News](#)

- [Cardiff Met Sport & Facilities](#)

- [Cardiff Met SU](#) *including Freshers information & wristbands*

- [DBS](#)
  If your programme involves you coming into contact with children and young or vulnerable people then you will have been asked to carry out a criminal records check as part of your offer.

- [Occupational Health](#)
  To comply with current Health & Safety legislation, all Cardiff Met students undertaking a healthcare-related programme at Cardiff School of Sport & Health Sciences (involving a clinical placement component), are required to participate in a mandatory Occupational Health Screening assessment. Additionally, certain courses are also required to adhere to the Department of Health's immunisation and vaccination programme.

- [Student Finance](#)
  For information on tuition fees, alumni discount, loans and scholarships, as well as contact information for the Student Finance Advisory Service.

- [Student Handbook](#)

- [Student Services](#)
  For help during your time with us in relation to your health, welfare, lifestyle and future career. The aim is to provide you with all the support you need to ensure your studies are as enjoyable and successful as possible. Services also include counselling, disability and chaplaincy.

- [Term Dates](#)

- [Virtual Tours](#)
  [Have another look around our campus and facilities with our guided virtual tours](#)