



Cardiff
Metropolitan
University

Prifysgol
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SCHOOL OF SPORT & HEALTH SCIENCES

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

PRE-ENROLMENT INFORMATION

2020/21



Accredited by the Institution of Occupational Safety and Health

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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 3 to 12 months (research projects can be completed inside or outside the UK).
School:	School of Sport and Health Sciences
Dean of School:	Dr Katie Thirlaway
Programme Director:	Mr Stuart Scott

2. ENROLMENT AND PROGRAMME INDUCTION

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 (on campus only).

PROGRAMME INDUCTION – ONLINE

Due to current advice we will be providing an online induction to the programme this year.

Once you have enrolled you will receive a user name (student number) and password. Use this to access Moodle, the university virtual learning environment.

Click on this link to access Cardiff Met Moodle <https://learn.cardiffmet.ac.uk/>
You may be prompted to change your password – Do this and then logout and back in again.

When you login you should see a list of modules, one of which should be [11455 MSc Occupational Safety health and Wellbeing programme](#). Included within the programme module is the 'Programme Induction' tile.



It looks like this.

Click on the tile and follow the instructions provided.

The online induction contains all the information you need to know prior to starting your studies. Please aim to complete the online induction before Friday 29th January.

You will also be invited to several live MS teams session (On-line) where we will discuss any questions that you have. **The date and times of the live sessions have yet to be confirmed but will be between Wednesday 27th and Friday 29th January.**

A link to join the live sessions will be included in an email invite which you will receive before the start of term.

Please note: *The above is for information only and may be subject to minor amendments.*

3. INTRODUCTION TO ACADEMIC SKILLS SESSIONS

In addition to the programme induction, prior to starting lectures, we invite you to complete a series of **online academic skills sessions**. 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.

The sessions include the following:

Session 1 Introduction and English for academic purposes	Session 5 Referencing	Session 9 Critical thinking
Session 2 Academic writing	Session 6 Understanding assessment	Session 10 Reflective practice
Session 3 Note-making	Session 7 Summary writing	Student led session Complete practice essay
Session 4 Information literacy	Session 8 Critical reading	Student led session Complete practice essay

Students should aim to complete the online academic skills sessions by Friday 5th February 2021.

The sessions will work towards submission of a practice essay* on **Monday 15th February 2021**.

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. Details of the assignment brief will be provided via our virtual learning platform, Moodle, at the start of term.

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

Module Code	Module Title	Term	Credit Value
CORE			
OSH7017	Worker Safety, Health and Wellbeing	1	20
OSH7018	Developing Interventions & Influencing Behaviour	1	20
SHS7000	Applied Research Methods & Design	1	20
OSH7012	Measuring Safety, Health and Wellbeing Performance	2	20
FST7008	Risk Perception, Assessment and Communication	2	20
OSH7015	Worker Engagement and Well-being	2	20
<i>Award – PG Certificate</i>			<i>60</i>
<i>Award – PG Diploma</i>			<i>120</i>
Dissertation/ Project Module Code	Module Title	Term	Credit Value
OSH7016	Research Project	1 & 2	60
<i>Award – Masters Degree</i>			<i>180</i>
Final Award – MSc Occupational Safety, Health and Wellbeing			180

Please note: The number of modules studied per term will depend upon whether you are part-time or full-time. This will be explained in the introduction to the programme.

6. MODULE OVERVIEW

OSH7017 WORKER SAFETY, HEALTH AND WELLBEING (20 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 evidence for creating an all-inclusive approach to improving safety, health and wellbeing at work.

FST7008 RISK PERCEPTION, ASSESSMENT & COMMUNICATION (20 CREDITS):

The aim of the module is to enable the student to evaluate the impact a wide range of factors including psychological and psychosocial influences have on the perception, assessment and communication of risk. The module will include hazard identification, risk assessment, mitigation factors and their general impact on safety, health and wellbeing.

SHS7000 APPLIED RESEARCH METHODS AND DESIGN (20 CREDITS):

The aim of the module is to enable students to develop their research skills in order to apply principles of evidence-based practice, and design and carry out robust research projects.

OSH7018 DEVELOPING INTERVENTIONS & INFLUENCING BEHAVIOUR (20 CREDITS):

The aim of this module is to enable students to compare and contrast approaches to influencing worker behaviour and construct a strategic response and multidisciplinary approach to improving safety, health and wellbeing in the workplace.

OSH7012 MEASURING SAFETY, HEALTH AND WELLBEING PERFORMANCE (20 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.

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.

OSH7016 RESEARCH PROJECT (60 CREDITS):

The aim of the module is to enable students to design, plan, undertake and present research in a relevant study area, demonstrating a systematic understanding and critical awareness of their discipline and area of professional practice.

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.*

7. TERM DATES FOR TIMETABLING

TERM DATES - TEACHING WEEK PATTERNS (2020/21)			
Week Commencing:	Week Number		
21-Sep-20	9	Start of on-line Enrolment	Start of on-line Enrolment
28-Sep-20	10	Enrolment & Induction Week	Enrolment & Induction Week
05-Oct-20	11	Term 1 Teaching Begins	See Proposed Delivery Schedule below for details of weekly learning sessions
12-Oct-20	12		
19-Oct-20	13		
26-Oct-20	14		
02-Nov-20	15		
09-Nov-20	16		
16-Nov-20	17		
23-Nov-20	18		
30-Nov-20	19		
07-Dec-20	20		
14-Dec-20	21	CHRISTMAS VACATION	CHRISTMAS VACATION
21-Dec-20	22	CHRISTMAS VACATION	CHRISTMAS VACATION
28-Dec-20	23	CHRISTMAS VACATION	CHRISTMAS VACATION
04-Jan-21	24	CHRISTMAS VACATION	CHRISTMAS VACATION
11-Jan-21	25		Assignment completion
18-Jan-21	26		Assignment completion
25-Jan-21	27	Induction Week	Induction & Academic Skills – January Intake
01-Feb-21	28	Term 2 Teaching Begins Spring Term Begins	See Proposed Delivery Schedule below for details of weekly learning sessions
08-Feb-21	29		
15-Feb-21	30		
22-Feb-21	31		
01-Mar-21	32		
08-Mar-21	33		
15-Mar-21	34		
22-Mar-21	35		
29-Mar-21	36		
05-Apr-21	37	EASTER VACATION	EASTER VACATION
12-Apr-21	38	EASTER VACATION	EASTER VACATION
19-Apr-21	39	EASTER VACATION	EASTER VACATION
26-Apr-21	40		See Proposed Delivery Schedule below for details of weekly learning sessions
03-May-21	41		
10-May-21	42		
17-May-21	43	Examinations / Assessment	Full-time and part-time second year students – Opportunity to attend Research Project briefing session and workshop. Dates TBC
24-May-21	44	Examinations / Assessment	
31-May-21	45	Examinations / Assessment	

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

8. PROPOSED DELIVERY 2020/21

Modules will run for nine weeks before Easter and three weeks after Easter.

Depending on the cohort students will study 2 or 3 modules.

Part-time Students will study:

- FST7008 Risk Perception, Assessment and Communication (20 credits)
- OSH7015 Worker Engagement and Wellbeing (20 credits)

Full-time Students will study:

- FST7008 Risk Perception, Assessment and Communication (20 credits)
- OSH7015 Worker Engagement and Wellbeing (20 credits)
- OSH7012 Measuring Safety, Health and Wellbeing Performance (20 credits)

Teaching will consist of online learning material released week by week (asynchronous sessions) supported with live sessions delivered at a specific time on campus or online (synchronous sessions). Details for each module are provided below.

FST7008 Risk Perception, Assessment and Communication - Online only

The completion of weekly asynchronous online learning material will be supported with weekly live sessions with a lecturer. Live sessions will be delivered via MS Teams, normally between 4pm and 7pm on a Tuesday evening.

OSH7015 Worker Engagement and Wellbeing - Face to face on campus and online

The completion of weekly asynchronous online learning material will be supported with several face to face on campus sessions with a lecturer. Live sessions are normally delivered on a Friday morning, one at the start, middle and end of term. *To accommodate those unable to attend campus a duplicate live session will be provided in the afternoon online via MS Teams.*

OSH7012 Measuring Safety, Health and Wellbeing Performance - Face to face on campus and online

The completion of weekly asynchronous online learning material will be supported with weekly face to face on campus question and answer sessions with a lecturer. Live sessions are normally delivered on a Thursday evening, 4pm to 5:30pm. *To accommodate those unable to attend campus a duplicate live session will be provided 5:30pm to 7pm online via MS Teams.*

Please note: Depending upon the situation and university guidance the method of delivery maybe subject to change. This may include replacing on campus sessions with live MS Teams sessions.

9. CONTACT DETAILS

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

Stuart Scott via sscott@cardiffmet.ac.uk

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](#)