

# Welcome Week Handbook

BSc (Hons) Social Work  
Cardiff School of Education &  
Social Policy

Academic year  
2022/2023



Cardiff  
Metropolitan  
University

Prifysgol  
Metropolitan  
Caerdydd

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# Introduction

## Welcome Message

Starting University is very exciting. We have put together a series of activities and events to help you settle into your academic programme and get to know the University, your course and your new colleagues.

The aim, therefore, of Welcome Week is to provide you with an opportunity to get involved with your chosen course of study right from the start.

During Welcome Week you will be involved in a range of inquiry-based projects (please see the section on programme activities and projects for more details) designed to provide you with a taste of what you can expect during your studies at Cardiff Met.

## Welcome Week Objectives

During Welcome Week, you will be required to:

1. Meet your Personal Tutor and the rest of your cohort
2. Attend social activities and events on campus or online
3. Engage in a research-based task/project
4. Complete a problem-solving activity



## Personal Tutors

Do not worry though you will not be thrown in at the deep end! When you turn up for your registration session (please see induction timetable for details) you will get to meet your Personal Tutor. Your Personal Tutor will provide academic support and guidance during your time of study at Cardiff Met.

Please make sure that you attend the activities planned for your programme during Welcome Week, so you get to meet your Programme Directors, Tutors and the rest of your cohort.

Finally, we hope you enjoy your time studying at the Cardiff Met and we look forward to meeting you during your course of study.

Yours sincerely,

Suzanne, Jude, Suzanne, Katheryn Margaret and Sue

Programme Team



# Essential Information

## Programme Details

### **Aim of the programme**

As a professionally regulated programme, the BSc (Hons) Social Work offers a distinct opportunity for students to integrate both academic learning and practice based learning and experience. The Undergraduate Programme is delivered in line with Social Care Wales' Framework for the Degree in Social Work (2019), associated supplementary guidance (2019), the National Occupational Standards for Social Work (2012), QAA Subject Benchmark Statements for Social Work (2019) and the Code of Professional Practice for Social Care (2017). As such, professional standards and preparation for progression into social work employment are pertinent features of the programme. Likewise, as students are required to undertake 200 days of assessed practice based learning, the programme embeds a 'real-world' experience through engagement in a range of social work placement based settings across the three years of study. As such, the programme is delivered via a collaborative partnership approach with Local Authority partner organisations.

### Programme Philosophy – 'Learning for Practice'

The guiding aim of the Programme philosophy is that all learning (whether college or practice based learning) is learning for Professional Social Work Practice.

### **Aim**

All learning is 'Learning for Practice'. The Programme aims to provide continuous professional development for students so that they are fit for practice as professional qualified social workers.

There are guiding principles to the Programme, which serve as objectives to facilitate this overall aim:

### **Integration & Collaboration**



Through partnership and collaborative learning the Programme aims to integrate college and practice-based learning, or theoretical and practice based learning to facilitate knowledge transfer across settings. Learning is not merely delivered in parallel but actually integrated.

Accessible and flexible student- centred learning to meet student and employer needs

The flexibility of both the structure and the mode of learning, i.e. a blended, interactive approach to e-learning delivered on a three year track enables both students and employers maximum flexibility for tailoring practice based learning whilst maintaining, and improving standards of teaching and learning.

It should be emphasised that e learning is not being used as either distance or open learning, nor as a replacement for face-to-face contact but to enhance direct contact teaching. The VLE provides a gateway to much greater information and to the development of IT skills and the acquiring, handling and sharing of information and forms the basis for skills in improved evidence based practice.

Days are identified for directed study on the timetables for each level in order to designate sufficient time for students to engage in blended learning. Students are expected to use this time for reading and learning related activities that are additional to completing assessed assignments and developing evidence for their portfolio.

### **Programme intended learning outcomes**

Knowledge and understanding:

On graduating with an honours degree in Social Work, students must be able to demonstrate:

1. a sound understanding of the five core areas of knowledge and understanding relevant to social work, including their application to practice and service delivery
2. an ability to use this knowledge and understanding in an integrated way, in specific practice contexts
3. an ability to use this knowledge and understanding to engage in effective relationships with individuals that use services and carers and relationships with other professionals and through supervision



4. appraisal of previous learning and experience and ability to incorporate this into their future learning and practice, including engagement with supervision
5. acknowledgement and understanding of the potential and limitations of Social Work as a practice based discipline to effect individual and social change
6. an ability to use research and enquiry techniques with reflective awareness, to collect, analyse and interpret relevant information
7. a developed capacity for the critical evaluation of knowledge and evidence from a range of sources.

### **Subject-specific and other skills:**

On graduating with an honours degree in Social Work, students must be able to demonstrate a developed capacity to:

1. apply creatively a repertoire of core skills as detailed in Section 5 (of the Benchmark Statements)
2. communicate effectively with service users and carers, and with other professionals
3. integrate clear understanding of ethical issues and relevant codes or standards of ethics, conduct and practice with their interventions in specific situations
4. consistently exercise an appropriate level of autonomy and initiative in individual decision-making within the context of supervisory, collaborative, ethical and organisational requirements
5. embed skills of critical reflection on their performance and take responsibility for modifying action and learning in light of this, drawing on appropriate support mechanisms where necessary.

### **Agency Based Learning**

There are three practice-learning opportunities. This is when you show how you can put your learning into practice. Students find this a hugely stimulating element of the programme.

Year One/Level 4 – 20 days

Focus of practice learning in Level 4 is upon the fitness to proceed in social work practice



Year Two/Level 5 – 80 days

Focus of practice in Level 5 is upon applying knowledge skills and values in social work practice.

Year Three/Level 6 – 100 days

Focus of practice in Level 6 is upon the development and confirmation of competence in social work practice.

### **College Based Learning**

#### Introduction

This full time programmes academic learning is organised primarily around the National Occupational Standards that build up year upon year in terms of depth of understanding. Each level has a differing emphasis. This is where you are going to build your knowledge and professionalism.

A list of the Programme modules follows.

Level 4 (Year 1): What is Social Work?
Focus of Academic Learning - Broad theoretical and conceptual frameworks.
The Role & Context of Social Work
Introduction to Assessment and Legislation for Social Work Practice
Introduction to Evidence Informed Social Work
Introduction to Social Work Skills and Values
Personal and Professional Development 1

Level 5





Level 5 (Year 2): Integration of Theory and Practice	
Focus of Academic Learning – Application of theoretical and conceptual underpinning to specific agency, role and context.	
Social Policy	
Applying Social Work Theory	
Communication and Development across the Lifespan	
Risk and Decision Making in Social Work	
Evidence Based Practice 1 – Research Mindedness	
Personal & Professional Development 2: The Reflective Practitioner	

#### Level 6

Level 6 (Year 3): The Professional Practitioner	
Focus of Academic Learning – Critical reflective and analytical thinking skills and application of theory and research to practice.	
Equality & Diversity	
Evaluating Social Work	
Evidence Based Practice 2 & 3	
Planning and Managing Change	
Personal & Professional Development 3: The Professional Practitioner	



# Meet the Team

## *BSc (Hons) Social Work*



A portrait of Jude Badmington Fowler, a woman with long blonde hair, wearing a black top with a floral pattern, smiling.	<p><b>Jude Badmington Fowler</b> Jude Badmington-Fowler is a lecturer on the BSc Social Work Programme and the Programme Director for the Post Qualifying Social Work Programme. Jude is also a Chair and member of the Unfair Practise Panel at Cardiff Met and is an External Examiner.</p> <p>Over the last 16 years, Jude has been continuously involved in teaching within the social work arena and has been an academic for the last 8 years, working at University of South Wales as a Senior Lecturer for 4 years and undertaking the role of Programme Director before joining Cardiff Met. Prior to entering academia, Jude worked as a Senior Social Worker within different Adult Services social work teams.</p>
A portrait of Suzanne Gannon Lewis, a woman with short brown hair, wearing glasses and a black graduation cap, smiling.	<p><b>Suzanne Gannon Lewis</b> Suzanne Gannon Lewis is a Senior Lecturer at Cardiff Met University, teaching across all three years of the BSc Social Work programme.</p>
A portrait of Suzanne Spooner, a woman with dark hair, wearing a red top, smiling.	<p><b>Suzanne Spooner</b> Suzanne Spooner is a Lecturer at Cardiff Met University, teaching across year one and year two of the BSc Social Work programme.</p>





**Katherine Margaret Pascoe**

Katheryn Margaret Pascoe is a Lecturer at Cardiff Met University, teaching across all three years of the BSc Social Work programme. Initially qualifying as a social worker in New Zealand, Katheryn Margaret has worked in the mental health, disability, advocacy, and community development sectors. Recently completing her PhD in Northern Ireland, Katheryn Margaret continues research in the areas of relationship-based practice, the impact of bureaucracy on frontline social work, and the role of social workers in disaster management and community development.  
<https://www.researchgate.net/profile/Katheryn-Pascoe>

**Sue Sheldon**

Sue Sheldon is a Senior Lecturer at Cardiff Met University, teaching across all three years of the BSc Social Work programme.



# Welcome Week

## What to expect

During the week, you will complete a small inquiry-based project, which you will undertake with a group of other new students from your programme.



At the end of the week, we will also give you some feedback on the strengths of your group's approach, sharing and celebrating what we have discovered together.

There will be an introduction to your new School and Programme and activities to help you meet the cohort of students.

You will also need to complete a bit of administration, check-in so that we know who is doing what and when, complete any outstanding registration matters, pick up University ID and Students' Union cards, complete papers to help ensure your safety, and touch base with any specialised support services that you need.

## Here is what Cardiff Met students have enjoyed about Welcome Week

*"Helped me settle in and took the pressure off travelling to a new place"*

*"The group project to find out about our peers was a nice way of getting to know everyone"*

*"Helpful to chat informally to the lecturers and chat about random things to help settle in"*

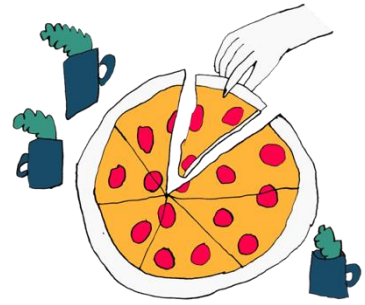


## Programme Activities and Projects

You will have the opportunity to meet with your colleague students and involve yourselves in small group work where you will work together to answer set questions.

Qualified Social workers will visit giving you insight into the expectations of the course and social work as a profession.

You will have the opportunity to hear from representatives from Social Care Wales, the regulatory body for Social Work in Wales. <https://socialcare.wales/>



## Freshers' Fayre

The Freshers' Fayre, organised by the Students' Union, is your first chance to meet to all our SU Societies, SU Sports Teams and of course a chance to grab all manner of freebies from our commercial partners! The fayre is an all-day event taking place on Wednesday 21/09/2022 within NIAC on the Cyncoed campus! It is one of the highlights of the Freshers calendar and one of the only times during your university journey that every student from all Cardiff Met schools will be in the same place!

Head over to the Cardiff Met Students' Union website for up-to-date information on events, societies, support and more.



## Your Welcome Week Timetable

Monday 19th September	Tuesday 20th September	Wednesday 21st September	Thursday 22nd September	Friday 23rd September
<p>(am)</p> <p>Programme welcome - Get to know staff and share expectations/aspirations whilst engaged in the social work programme - All tutors</p> <p>Meet the tutors - Words of wisdom - All tutor</p>	<p>(am)</p> <p>Introduction to the Induction group work activity</p>		<p>(am)</p> <p>Cross site induction experience</p> <p>Social Care Wales session - Meet members of SCW and learn more about the importance of registration/bursaries and conduct as a social work student</p> <p>Personal Tutorials</p>	<p>(am)</p> <p>Group Presentation - Students to present their activity to tutors and feedback session</p>
<p>12-2</p> <p>Lunch/ Campus Activities</p>	<p>12-2</p> <p>Lunch/ Campus Activities</p>	<p>Fresher's Fayre Social Activities</p>	<p>12-2</p> <p>Lunch/ Campus Activities</p>	<p>12-2</p> <p>Lunch/ Campus Activities</p>
<p>(pm)</p> <p>Knowledge Hunt</p> <p>Lecture - The role of the personal tutor</p>	<p>(pm)</p> <p>Social work placement</p> <p>Personal Tutorials</p>		<p>(pm)</p> <p>Tutor and student Question time...Students to bring questions to pose to the tutors. (Questions to relate to tutors experience of social work or current social work issues All tutors</p> <p>Hearing about 'the day in the life of a social worker'. Guest talks from current social workers and graduates. Q&amp;A</p>	<p>(pm)</p> <p>Orientation Free time to explore Cardiff /local area.</p>



## Personal Welcome Week Checklist



During Welcome Week you need to make sure that you have completed the following tasks:

- Complete enrolment process
- Collect student ID card
- Attend programme activity session
- Attend some social events on campus/online
- Attend Fresher's Fayre
- Meet your Personal Tutor
- Take part in the Met Mile Walk
- Familiarise yourself with the Library and Student Support Services



# Useful Information



## New Students Information

The [Course Joining Information website](#) has lots of useful information to help with your planning. Simply select your level of entry on the website to find out more and access your important joining information.

## Student Services

[Student Services](#) provide support and guidance, including counselling and mental health, disability support, and money management.

## SU Welcome Guide

An interactive guide to help you navigate your journey into and throughout your university life. Take the tour and enjoy each section designed to help you get to know Cardiff Met.

[What you need to know before you go](#)



## Academic Calendar 2022/23

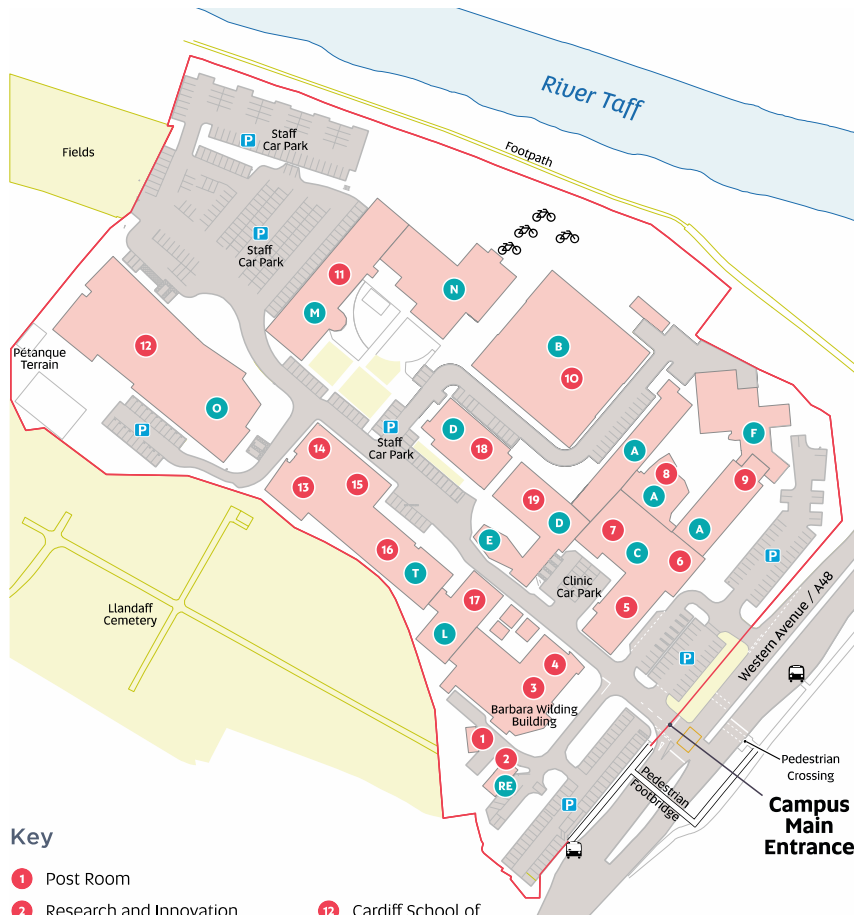
[Academic Calendar 2022/2023](#)





# Campus Map

## Llandaff Campus



### Key

- |  |                                     |  |
|--|-------------------------------------|--|
| 1 Post Room                              | 12 Cardiff School of Management CSM | P Parking                              |
| 2 Research and Innovation                | 13 IT Help Desk                     | 🚲 Bike Rack                            |
| 3 Student Hub                            | 14 School of Dental Technology      | 🚌 Bus Stop                             |
| 4 Gym (First Floor)                      | 15 Global Engagement                | 2 · City Circle                        |
| 5 Podiatry                               | 16 Biomedical Sciences CSSHS        | 15 · Heath Hospital to Central Station |
| 6 Main Reception & i-Zone                | 17 Learning Centre                  |  |
| 7 Main Halls                             | 18 Food Industry Centre FIC         |  |
| 8 Lecture Theatre AO.31                  | 19 School of Health Sciences CSSHS  |  |
| 9 Cardiff School of Technologies CST     |                                     |  |
| 10 Cardiff School of Art and Design CSAD |                                     |  |
| 11 Maritime House                        |                                     |  |

\*



## Useful Contact Numbers

Accommodation Services – 029 2041 6188/9

Enrolment – 029 20 205669

Finance & Tuition Fees – 029 20 41 6083/6081

Home Admissions – 029 2041 6010

International Admissions – 029 20 41 6045

IT Helpdesk – 029 20 41 7000

I-Zone Cyncoed – 029 2020 5460

I-Zone Llandaff – 029 2020 5600

Learning Centre Cyncoed – 029 20 41 6242

Learning Centre Llandaff – 029 20 41 6244

Switchboard – 029 20 41 6070

Sports Facilities – 029 20 41 6042

Student Service – 029 20 41 6170

Students Union – 029 20 41 6190

