



Cardiff
Metropolitan
University

Prifysgol
Metropolitan
Caerdydd



Undergraduate

Handbook

BSc (Hons) Social Work

Cardiff School of Education and Social Policy



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Introduction

Welcome to Cardiff Metropolitan University



Congratulations on starting your Cardiff Met Journey! We have put together a series of activities and events to help you get to know Cardiff Met, connect with your programme of study, and meet staff and other students.

Welcome Week provides you with the opportunity to settle into Cardiff Met and to get involved with your programme of study right from the start. During Welcome Week you will be involved in a group project which will provide you with a taste of what you can expect during your studies at Cardiff Met. You will also be able to:

1. Meet your Personal Tutor, Programme Director, and fellow students.
2. Attend social activities and events on campus.
3. Work on a group project and present findings back to programme team.
4. Get to know the Cardiff Met campuses and surrounding areas.
5. Find out what services we have available to support you on your Cardiff Met journey.

When you turn up for your first day you will meet your Personal Tutor who will provide academic support and guidance during your time of study at Cardiff Met. They will also give you your Cardiff Met student card - as long as you've uploaded your photograph!

Please make sure that you attend the activities planned by your programme during Welcome Week, so you are prepared to start your Cardiff Met journey.

Finally, I hope you enjoy your time studying at Cardiff Met and I look forward to meeting you during Welcome Week.

Yours sincerely,
Suzanne Sheldon
Programme Director



Essential Information

Programme Details



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.

Part-Time Students

Whilst full-time students should participate in everything, we recognise you may not be able to do everything because of other commitments, and we understand this.

Talk with your Personal Tutor about which activities will be most valuable for you. You will be welcome to join in all events during the week, as and when you can. Do, though, ensure that you have registered, and completed the required paperwork before attending any events.



International Students

We understand that for international students coming to the UK, adjusting to a new culture; finding somewhere suitable to live and following new processes and procedures can be quite overwhelming. The Global Student Advisory Service is available to offer friendly advice and support to all international students in relation to welfare concerns, academic skills, and immigration matters. For more information about the services available, access the links below:

Global Student Advisory Support

[Global Student Advisory Service International Welfare Advice](#)

[Global Student Advisory Service International Academic Advice](#)

[Global Student Advisory Service Immigration Advice](#)

Global Student Advisory Contacts

Welfare advice – intstudentadvice@cardiffmet.ac.uk

It is also important that you attend the activities planned for your course during Welcome Week, so you get to meet your Programme Directors, Tutors, and the rest of your cohort. This will help you to settle into your new environment and make new friends.



Meet the Team



Suzanne Sheldon

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

Suzanne has been involved with Social Work education since 2008 in both Wales and England.

Suzanne joined Cardiff Met in October 2022. Prior to entering academia, Suzanne worked within Children's Services and Leaving Care.



Jude Badmington Fowler

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.

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.





Suzanne Gannon Lewis

Suzanne Gannon-Lewis is a Senior Lecturer at Cardiff Met University, teaching across all three years of the BSc Social Work programme and the Post qualifying programmes.

Suzanne first came to Cardiff Met nine years ago and was involved in the development of the post qualifying programme for early career social workers.

Prior to joining Cardiff Met she was Consultant Social Worker working with families in crisis due to parental substance misuse.

Suzanne is currently the Access, Selection and Allocation tutor for the programme.



Suzanne Spooner

Suzanne Spooner is a lecturer on the BSc (Hons) Social Work at Cardiff Metropolitan University.

Suzanne started working in children's homes nearly 30 years ago. She has also undertaken various pieces of voluntary work abroad and in the UK, including working with street children in Guatemala, the homeless population in Canada, children in public care in Hungary and Romania, and children bereaved through AIDS in Equador.

Suzanne's areas of interest include trauma, attachment, resilience, mental health of children and young people, emerging adulthood, fostering, residential child-care, and adoption.

Jane Lemos is a lecturer at Cardiff Met teaching across all three levels of the BSc (Hons) Social Work.

Dr Rachel Levarre- Waters is a Senior Lecturer at Cardiff Met teaching across all three levels of the BSc (Hons) Social Work Rachel has worked as a social worker in a number of fields including adult mental health and learning disabilities, unaccompanied asylum-seeking children and service user/carer involvement in research and services. Rachel



	<p>returned to study in 2015, completing a Masters in research methods and a PhD in social work at Cardiff University. Her PhD was an ethnographic discourse analysis which focused on the implementation of the recovery approach in mental health services. Rachel worked as a senior lecturer in social work at the University of the West of England (UWE) for 4 years before joining the Cardiff Met team.</p>
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Welcome Week

What to expect

During the week you will complete a project, which you will undertake with a group of other new students from your programme, supported by staff and current students who are on your programme. There will also be lots of help from the other university services, showing some great tools and techniques you can use to make your project a success.



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 lots of fun activities to help you meet new people.

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

Here's what Cardiff Met students enjoyed about Welcome Week

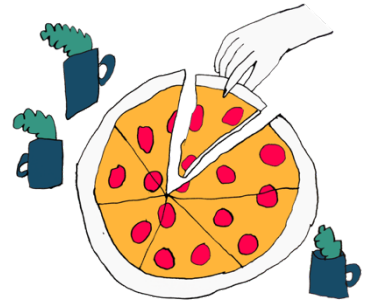
"Helped me settle in and took the pressure off travelling to a new place"

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

"Helpful to chat informally to the Programme Director and chat about random things to help settle in".



Programme Activities and Project



For your programme activity you will be required to work in small groups to put together a creative presentation that will consist of an initial community profile of your host agency. You will provide an overview of the geographical community of the area in which you will be completing your practice learning opportunities.

This activity will help you to gain an understanding of the lived experience of the communities living within these areas and consider how Social Work impacts on them. By sharing the information that they have found with your peers you will gain an understanding of the specific challenges that face the LA's within the South East Wales area.

The activity will also allow you to start to think about the wider structural inequalities such as poverty, poor educational attainment, health etc can impact on individuals, and how Social Work as a profession can be instrumental in promoting social justice and challenging inequalities.

Social Activities

Throughout the welcome week you will have the opportunity to get to know your peers and also meet some of our Level 5 and Level 6 students.

Freshers' Fayre

The Freshers' Fayre, organised by the [Students' Union](#), is your first chance to meet 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 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.

Welcome Week Activities (Foundation and Undergraduate)

During Welcome Week you will have the opportunity to:

- Attend a welcome meeting with your Programme Director and meet the team, where they will provide an introduction and outline expectations.
- Meet other students on your programme of study.
- Meet your Personal Tutor.
- Take part in a welcome week project with other students on your programme of study and present the findings from your project to staff and peers.
- Familiarise yourself with the campus.
- Explore what services are available to support you on your learner journey.
- Attend Fresher's Fayre on Wednesday.
- Attend a programme Meet & Greet Inspirational Session.
- Familiarise yourself with the digital tools you will be expected to use during your studies.
- Take part in a 'wrap up' session, reflect on the week and make sure you know what your timetable is looking like for the first week of teaching.
- Attend the Cardiff Met celebration event on Friday afternoon.

Please note you will find a detailed timetable for your programme of study on the Welcome Week site.



Personal Welcome Week Checklist

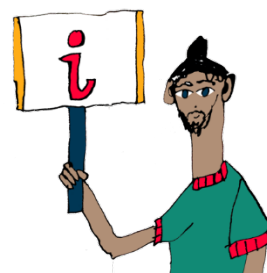


During Welcome Week you need to make sure that you have:

- Completed the enrolment process.
- Collected your student ID card.
- Attended programme activity sessions.
- Attended some social events on campus/online.
- Attended Fresher's Fayre
- Met with your Personal Tutor
- Familiarised yourself with the library and any support services you might need e.g.
Dyslexia or Disability help



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 mental health, disability support, careers advice, information on part-time jobs 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](#)

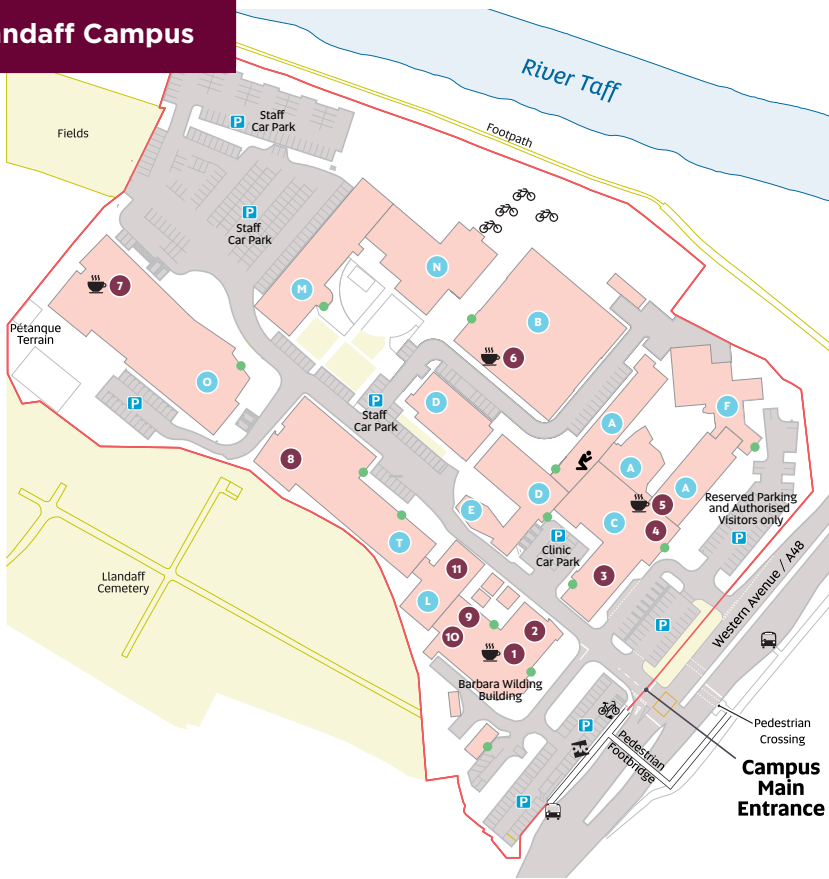


Academic Calendar 2023/24

[Academic Calendar 2023/2024](#)



Llandaff Campus



Key

- | | | |
|------------------------------|----------------------------------|---------------------------|
| 1 The Hub | 8 IT Help Desk (First Floor) | P Parking |
| 2 Cym (First Floor) | 9 The Global Lounge | 🚲 Electric Bikes |
| 3 Podiatry Clinic | 10 Students' Union (First Floor) | 🚲 OVO Bikes |
| 4 Main Reception & i-Zone | 11 Learning Centre | 🚲 Bike Rack |
| 5 The Gallery (First Floor) | ● Building letter | 🚰 Bus Stop |
| 6 The Box Café (First Floor) | ● Building Main Entrance | ☕ Café |
| 7 The Atrium | | 🕌 Multi-faith prayer room |

All our rooms use the same naming formula – *Building Floor . Room Number*. So if you're looking for 01.18, go to building O, climb to the first floor, and find room number 18. Or for B0.10 go to building B, stay on the ground floor and look for room 10. In the naming formula, 'LL' refers to Llandaff.



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Wythnos groeso
Welcome week

2023