**Cardiff School of Education and Social Policy.**

**Key Information required:**

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| **Programme title: MA Leadership in Education** | |
| 1. **Content of course:** | The programme offers a range of compulsory and optional modules designed to offer content that enables students to reflect in a critically analytical way on their professional practice as leaders in education contexts. There is a skills-based module to prepare students for the underpinning expectations of reflecting on their practice at master’s level, and a compulsory module ‘Effective Educational Leadership’. Students then take leadership related optional modules before being prepared for the dissertation by taking a compulsory research methods module. Modules are delivered in a variety of formats to suit the busy working lives of our students. Some are delivered in blocks during school holidays and some are delivered in the evenings 5-8pm. The optional modules are based around various aspects of leadership in the education workplace. For term 1 all modules, usually delivered face-to-face at Cyncoed campus, will be delivered remotely using the VLE and Microsoft Teams. The programme ethos relies on developing a professional learning community, therefore interactivity will be maximised via the VLE and Teams. Content remains unchanged. There will be some tweaks to scheduling in order to take account of any changes that might have occurred in the timetables of the education workplaces where our students are employed, so we will consult with students to ensure, via a combination of synchronous and asynchronous delivery, that all modules are accessible to all students. Any asynchronous delivery will be via videos of lectures and student-led tasks, but this will never be the sole method of delivery and will always be augmented with interactive sessions to promote dialogue and check understanding. |
| 1. **Length of course:** | The MA Leadership in Education can be completed in 2-5 years, depending on the trajectory of each student, and whether any credits are being transferred in. The programme is flexible and allows students to study the number of modules they are able to manage whilst balancing with their professional workloads and personal commitments. It is not anticipated that the length of the course will change in response to the pandemic. |
| 1. **How the course will be delivered:** | In term 1 the content will be delivered remotely, but interactively, as outlined above. The emphasis on interaction means it is not envisaged that there will be any change in the hours of student engagement. The current plan is that term 2 modules will be delivered on campus via block and evening delivery. Dissertation supervision may occur via a combination of remote and face to face interaction, and this is the usual practice regardless of the pandemic. |
| 1. **Cost of course:** | Full time fees are £9000 per academic year. Part Time fees are based on the number of credits that students enrol onto per year with fees at £1000 per 20 Credits. |
| 1. **How the course will be assessed:** | Assessment takes a variety of formats, all of which require synthesising of policy, theory, and practice knowledge with critical reflection on professional practice. The following assessments are included: small scale research; reflective portfolios; traditional essays; analysis of practice via peer presentation; seminar delivery; policy analysis; analysis of research; literature reviews. There will be no changes to the formative assessment – any peer presentations being conducted via Teams. |
| 1. **Award:** | The award remains unchanged as MA Leadership in Education |
| 1. **Possible locations:** | Term 1, Virtual Learning Environment; Term 2, Cyncoed campus |
| 1. **Complaints:** | Cardiff Metropolitan University is committed to providing high quality services and facilities for students, staff and the general public. Integral to this is monitoring and evaluating those services to enhance quality and to ensure specified standards are met.  We have in place a variety of mechanisms to ensure that students, staff and public have the opportunity to participate fully in the development and improvement of services and it is expected that all parties will take full advantage of these in making their views known.  We recognise that there may be occasions when feedback mechanisms are not sufficient to deal with problems. It is for this reason that a Complaints Procedure has been established. The Complaints Procedure should be used when informal attempts to resolve the matter within the School or Unit have not resolved the issue.  Procedural advice is available from the Complaints Officer who can be contacted on email at [complaints@cardiffmet.ac.uk](mailto:complaints@cardiffmet.ac.uk), and independent support and advice on submitting a complaint is also available to students from Cardiff Met Students Union.  <http://www.cardiffmet.ac.uk/registry/Pages/Complaints.aspx> |