**Cardiff School of Education and Social Policy**

**Key Information:**

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| **Programme title: Foundation Certificate Youth & Community Work** | |
| 1. **Content of course:** | The Foundation Certificate Youth & Community Work is a professionally endorsed and regulated programme that offers a distinct opportunity for students to integrate both academic learning and practice based ‘real life’ learning and experience.  The Programme is delivered in line with Adult Learning Wales accreditation requirements, the National Occupational Standards for Youth Work (2019), QAA Subject Benchmark Statements for Youth and Community Work and the Education Workforce Council (EWC) Codes of Professional Practice. As such, all course content (academic modules and practice-based learning) support students to develop awareness of professional standards and prepare for progression into a broad range of youth support worker opportunities and potential progression to the BA (Hons) Youth & Community Work programme on completion. |
| 1. **Length of course:** | The Foundation Certificate in Youth & Community Work is a one-year, full time course. |
| 1. **How the course will be delivered:** | The Programme will be delivered in a way that integrates some remote learning activity alongside some campus-based lectures, tutorials and study, directed study and self-directed study each week. The Foundation Certificate programme will combine some block delivery and some yearlong modules that also embed practice-based learning in a supervised placement across the academic year with students undertaking 100 hours of fieldwork practice alongside their university modules. |
| 1. **Cost of course:** | Full time fees are £9000 per academic year. |
| 1. **How the course will be assessed:** | The course is assessed via a broad range of methods that include written assignments, reflective writing, individual and group presentations, role play and the production of portfolios of evidence. Students are also assessed by a Fieldwork Facilitator whilst undertaking practice-based learning each year. The successful completion of the Foundation Certificate is a requirement of progression to the next level of study. |
| 1. **Award:** | Foundation Certificate Youth & Community Work (Youth Work) |
| 1. **Possible locations:** | The Programme will be delivered in the Cardiff Metropolitan Cyncoed campus and with approved placement provider organisations. |
| 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, 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 |