

**MSc / PGCert / PGDip
Occupational Safety, Health and Wellbeing**

**CARDIFF SCHOOL OF
SPORT AND HEALTH SCIENCES**

Induction & Enrolment Information

Academic Year 2019/2020



**Cardiff
Metropolitan
University**

**Prifysgol
Metropolitan
Caerdydd**

C O N T E N T S

- 1. ENROLMENT AND PROGRAMME INDUCTION**
- 2. INTRODUCTION TO ACADEMIC SKILLS SESSION**
- 3. PRORGAMME INFORMATION**
- 4. PROGRAMME STRUCTURE AND ORGANISATION**
- 5. PROGRAMME LEADERS**
- 6. TERM DATES**
- 7. USEFUL LINKS**



Accredited by the Institute of Occupational Safety and Health

2. ENROLMENT AND PROGRAMME INDUCTION

Please join us for the programme induction, campus orientation and team welcome event at the start of term.

Induction will take place on Tuesday 17th September, Llandaff Campus – Room TBC

2:00pm to 3:30pm - Programme Introduction

3:30pm to 4pm - ID card collection and break

4:30pm to 5:30pm – Campus tour and library induction

5:30pm to 7:00pm – Team welcome event

The session will include details of university wide events also available during Induction Week.

Please note: *The above timetable is for information only and may be subject to minor amendments within the 2pm to 7pm timeframe.*

If you have any concerns or questions prior to the start of term, please contact Stuart Scott via sscott@cardiffmet.ac.uk or Tel: 02920 416872.

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.

2. INTRODUCTION TO ACADEMIC SKILLS SESSION

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

An exact timetable for the sessions has yet to be confirmed. However, the sessions will likely take place over three days during the week beginning Monday 23rd September.

- 9am and 4pm on the Tuesday 25th September 2018, Room TBC
- 9am and 4pm on Thursday 27th September 2018, Room TBC
- 9am to 4pm on Friday 28th September 2018, Room TBC

The sessions will work towards submission of a practice essay* on or around Monday 14th October 2019. 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. PRORGAMME 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.

Level 7 – Module structure for September intake						
Module Code	Module Title	Term	Credit Value	Shared Module	Available in Welsh (Yes/No)	Short Course
CORE						
OSH7017	Worker Safety, Health and Wellbeing	1	20	No	No	Yes
OSH7018	Developing Interventions & Influencing Behaviour	1	20	No	No	Yes
SHS7000	Applied Research Methods & Design	1	20	Yes	No	No
OSH7012	Measuring Safety, Health and Wellbeing Performance	2	20	No	No	Yes
FST7008	Risk Perception, Assessment and Communication	2	20	Yes	No	Yes
OSH7015	Worker Engagement and Well-being	2	20	No	No	Yes
<i>Award – PG Certificate</i>			60	<i>Any taught modules</i>		
<i>Award – PG Diploma</i>			120	<i>All taught modules</i>		
Dissertation/ Project Module Code	Module Title	Term	Credit Value	Shared Module	Available in Welsh (Yes/No)	Short Course
OSH7016	Research Project	1 & 2	60	No	No	No
<i>Award – Masters Degree</i>			180			
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

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

CARDIFF METROPOLITAN UNIVERSITY			
TERM DATES FOR TIMETABLING (2018/2019)			
TEACHING WEEK PATTERNS			
Week Commencing:	Week Numb	Term Framework	Indicative Lecture Timetable
			International Student Airport
16 September	8	INDUCTION	Programme Induction -
23 September	9	Term Begins	MSc Academic Skills Week -
30 September	1		Part-time students – Lectures Tuesdays, 4:30pm to 7pm Full-time students – Lectures Tuesdays and Thursdays, 4:30pm to 7pm. Research Methods Workshops Thursday 2pm to 4pm on weeks 10, 12, 14, 16, 18 and 20
07 October	1		
14 October	1		
21 October	1		
28 October	1		
04 November	1		
11 November	1		
18 November	1		
25 November	1		
02 December			
09 December	2	Autumn Term	
16 December	2	CHRISTMAS	
23 December	2	CHRISTMAS	
30 December	2	CHRISTMAS	
06 January 2020	2	Assessment	
13 January 2020	2	Term Begins	International Student Airport Welcome
20 January 2020	2		Induction & Academic Skills –
27 January 2020	2		Part-time students – Lectures Tuesdays, 4:30pm to 7pm Full-time students – Lectures Tuesdays and Thursdays, 4:30pm to 7pm + Two Friday sessions 9:30 to 4pm (Week 31 and 36)
03 February	2		
10 February	2		
17 February	3		
24 February	3		
02 March 2020	3		
09 March 2020	3		
16 March 2020	3		
23 March 2020	3		
30 March 2020	3	Spring Term	
06 April 2020	3	EASTER	
13 April 2020	3	EASTER	
20 April 2020*	3	EASTER	
27 April 2020	4	Assessment	
04 May 2020*	4		Full-time and part-time second year students – Opportunity to attend Research Project briefing session and workshop. Dates TBC
11 May 2020	4		
18 May 2020	4		
25 May 2020*	4		
01 June 2020	4		
08 June 2020	4	Summer Term	

7. 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*
- [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