

**WE ARE
#CARDIFFMET**

**BSc (HONS) SPORT, PHYSICAL
EDUCATION AND HEALTH**

**CARDIFF SCHOOL OF
SPORT AND HEALTH SCIENCES**

Induction & Enrolment Information

Academic Year 2019/2020



**Cardiff
Metropolitan
University**

**Prifysgol
Metropolitan
Caerdydd**

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1. Welcome from your Teaching Team

We are delighted that you are coming to join us in September as part of the BSc (Hons) Sport, Physical Education and Health (SPEH) programme and I hope you are as excited as we are to get going in September! On behalf of your programme team, I would like to welcome you to the start of your undergraduate studies here within the Cardiff School of Sport and Health Sciences at Cardiff Metropolitan University. The sport programmes within the School constitute one of the largest and most comprehensive set of sport-related undergraduate courses in the UK, and as a consequence offers rich and diverse experiences and opportunities for all students to shape their future careers.

The Sport, Physical Education and Health programme will allow you to gain in-depth academic and practical knowledge of physical education and youth sport, and appreciate its issues and operational contexts. Analysis of the health and wellbeing agenda within physical education, will equip you with the skills and knowledge that will enable you to establish and influence the maintenance of healthy lifestyles in others. This will be achieved in a challenging but progressive way, in which the curriculum becomes more focused and specialised across the three years of the programme.

The programme is delivered and managed by experienced academics with a wealth of research and applied experience, including professionally-recognised qualifications; all of which enrich and enhance the experience that you have with us as a student. As a teaching team we very much hope that you enjoy your time with us, taking the opportunity to develop lifelong friendships with peers on the programme and embracing opportunities that are available to you to develop academically, personally and professionally.

Cyncoed Campus, where the undergraduate sport programmes are delivered, is a vibrant and friendly campus with a wide range of sport and well-being activities happening on a daily basis. These activities may range from the training of elite national athletes through to local children taking part in many of our community-focused sport and activity sessions. As a Cardiff Met student there will also be a diverse range of sport, health and well-being activities to get involved with, through both the [Cardiff Met Sport](#) and the [Students' Union](#). Please take time away from your studies to get involved with some of these activities as they may help to further develop your professional skills and employability.

Finally, welcome to Cardiff, our exciting capital city of culture and sport. You could spend your weekends here watching football at the Cardiff City stadium, international cricket at the SSE SWALEC Stadium, ice hockey with the Cardiff Devils in the Bay and of course, international rugby at the Principality Stadium! Should you need a change of scene, wonderful countryside and seaside are never far away!

We are delighted that you have chosen us for the next step in your career and we hope that your experience on the Sport, Physical Education and Health programme lives up to expectations.

See you in September!

Jose Castro

Programme Director

BSc (Hons) Sport, Physical Education and Health

2. Pre-Entry Summer Tasks

There are no required pre-entry summer tasks for the Sport, Physical Education and Health; however, if you want to do some further pre-reading, then a list of suggested reading from the key modules within the programme is provided below. There are copies of all these books in the [Cardiff Met Library](#), and any links to e-books will be available once you have enrolled.

Armour, K.M. (2011). *Sport Pedagogy: An Introduction for Teaching and Coaching*. New York, US: Prentice Hall. [E-book]

Evans, J. (2017) *Physical Education, Sport and Schooling: Studies in the sociology of physical education* (20th Ed). Abingdon, Routledge.

Cassidy, T., Jones, R., & Potrac, P. (2015) (Eds). *Understanding sports coaching: the social, cultural and pedagogical foundations of coaching practice*. 3rd ed. London: Routledge. [\[Ebook\]](#)

Green, K. & Hardman, K. (2004). *Physical Education Essential Issues*. London, UK: Sage.

Houlihan, B., Malcolm, D. (2016). *Sport and Society: A Student Introduction* (3rd Ed), London: Sage Publications.

Jones, R. & Kingston, K. (2013). *An Introduction to Sports Coaching: Connecting Theory to Practice* (2nd Ed.). London, UK: Routledge. [E-book]

Professional Body Membership and Web Sites

Below is a list of professional body websites that you might wish to visit to gain further knowledge of the Sport, Physical Education and Health industry, accreditations and career opportunities.

The Chartered Institute for the Management of Sport and Physical Activity www.cimspa.co.uk

Well-being of Future Generations (Wales) Act 2015 <https://futuregenerations.wales/about-us/future-generations-act/>

Curriculum for Wales 2022 <https://gov.wales/curriculum-wales-2022>

Sport Kit Order

Once you have enrolled online, you will be sent information about ordering a free Cardiff School of Sport and Health Sciences kit package. Please ensure you enrol and order this kit as soon as possible in order to ensure it is ready for your arrival in September.

3. Enrolment / Student MetCard Collection

Enrolment is an important process which confirms your status as a Student. You can complete the online self-enrolment process from any computer through our Self Service system. Please note that in order to self-enrol; your status must be Unconditional Firm (UF).

You will receive an email notifying you when you are eligible to enrol online. The email will direct you to a password reset facility in order to request a password to be able to login and complete the enrolment process. For information and guidance on this process please make sure you visit our enrolment page – www.cardiffmet.ac.uk/enrolment.

This process is essential in that it will allow you access to your student loan (if applied for), payment of fees, Cardiff Met's IT systems and importantly enable you to obtain your Student MetCard.

Once you have enrolled, you will be sent information about ordering a **free Cardiff School of Sport and Health Sciences kit package**. Please ensure you enrol and order this kit as soon as possible in order to ensure it is ready for your arrival in September.

You will also receive your Programme Handbook during your Induction Week. The Programme Handbook is a vital manual through the Programme and should be retained for usage throughout your course of study. Each academic year, additional information relating to that level will be provided. The Handbook offers guidance on Rules, Regulations and Procedures and guidance on learning for practice with information on all modules to be undertaken and reading lists.

Enrolment for International Students from outside the EU

If you are an international student (from outside the EU) you **will not** be required to enrol online before arriving at Cardiff Met. This is because it is a legal requirement for the university to check immigration documents of international students before they are permitted to enrol onto their courses. For more information about international student enrolment and a list of documents you will need to bring with you, please access the [international student pages](#) or contact the Immigration Compliance Team at immigrationregs@cardiffmet.ac.uk Tel: 029 2041 5644.

Library & Information Services

You will have access to Cardiff Met's Library & Information Services soon after completing your online enrolment. A confirmation email will be sent to you with your Cardiff Met login details. To see the facilities and services available, please refer to www.cardiffmet.ac.uk/library.

Your Student MetCard

A scheduled time for collection of your MetCard is stated within your **Induction Week** information. Your MetCard gives you access to all main campus buildings and doors. You can also add money to your MetCard to be able to access and pay at the self-service printers, copiers and Print Studio services. For further benefits of MetCard please [click here](#).

Fees

Your programme fees for September 2019 entry have been set at £9,000. If your programme has any additional costs attached to it, they will be listed on www.cardiffmet.ac.uk/additionalcosts. You should already be aware of these costs.

4. Induction Week Timetable

Your first semester as a new student starts with Induction Week, where you will settle into your accommodation, course and student life. Your Induction Week timetable is a schedule of events designed to familiarise you with Cardiff Met, its facilities and your fellow students. You will be given the chance to attend a range of events covering your course, library services, IT, student services and students union. You will also meet, and have a number of sessions, with your personal tutor to make your academic transition as smooth as possible.

There is the Freshers Fayre where you can sign up to a number of different societies and clubs, and the MetFest social event on Friday afternoon.

Don't forget to get involved on Twitter with we are #cardiffmet.

If you are new to Cardiff, there will also be plenty of opportunities for you explore the city, make new friends and settle into your new life.

Induction is a big occasion on campus and everyone gets involved. Don't be afraid to stop and ask - all of the staff and students are happy to welcome anyone new on campus.

Your events and confirmed timetable are currently being finalised and will be uploaded as a separate document on our [New Students](#) pages for you.

5. Draft Timetable / Typical Attendance

The sport programmes within the Cardiff School of Sport and Health Sciences deliver modules in a termly pattern. As a first-year student, this will mean that you undertake three modules in Term 1 (Sept-Jan) and another three modules in Term 2 (Jan-May). Please make sure you look at the [Cardiff Met Term Dates](#) and the [Academic Calendar for 2019/20](#) for more details.

The sport programmes also operate a “module on a day” delivery pattern. This means that all the scheduled contact for a module will happen on a specific day of the week. Modules may include a variety of lectures, practicals, seminars and independent learning tasks that are scheduled on the allocated day. You will have access to a personalised timetable through the [My Cardiff Met App](#) closer to your start in September which will contain details of your specific lecture schedule for each module.

The days allocated for the first-year Sport, Physical Education and Health modules are listed below:

| | Monday | Tuesday | Wednesday | Thursday | Friday |
|---------------|--|--|------------------|---|------------------------------------|
| Term 1 | SSP4115 Physical Education, Sport Coaching and Pedagogy | SSP4100 Research and Scholarship | | | SSP4101 Applied Sports Pedagogy |
| Term 2 | SSP4118 Introducing Coaching and Teaching as Social and Relational Activities | SSP4116 Foundations of Sport and Exercise Science | | SSP4114 Issues in Sport, Society and Education | |

Please note that this draft timetable may be subject to change.

6. Useful Links

[Timetable](#)

This link will give you access to your confirmed timetable. You need to have enrolled before you can access this link, and you will be contacted when the information is available

[Additional Course Costs](#)

Additional costs are the mandatory or optional expenses, additional to tuition fees that need to be paid for by students to fully participate and complete their studies. This covers such things as equipment, trips, placements and DBS checks. Each programme has different additional costs.

[Accommodation](#)

Students are able to move into Halls from Friday 14th September but internet access will only be available for those who have completed the enrolment process successfully. There will be events held throughout Induction, information of will be sent to you by Accommodation when confirmed.

[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.

[Student Finance](#)

For information on Tuition Fee Loans and Maintenance Loans, non-repayable grants, bursaries and scholarships that may be available.

[Cardiff Met Sport & Facilities](#)

[Cardiff Met SU](#) *including Freshers information & wristbands*

[Term Dates](#)

[Campus Maps, Bike Shelters & Met Rider](#)

Cardiff Met offers its own bus service called the Met Rider, you will be sent an application with your Induction & Enrolment Information. We also have Bicycle Storage shelters on each campus, with changing and showers available. The shelters are secured and are only accessed using your MetCard when you have requested permissions via the i-zone.

[Safe Taxi Scheme](#)

Cardiff Met operates a Safe Taxi scheme through Dragon Taxis which ensures you always have a way to get home.

[Virtual Tours](#)

Have another look around our campus and facilities with our guided virtual tours

[Student Handbook](#)

[Academic Handbook](#)

[Admissions Policy](#)

WELCOME 2019

induction week timetable

COURSE TITLE: SPE /SPE (D)

CAMPUS: Cyncoed

| MONDAY 16 th SEPTEMBER Dydd Llun 16 Medi | TUESDAY 17 th SEPTEMBER Dydd Mawrth 17 Medi | WEDNESDAY 18 th SEPTEMBER Dydd Mercher 18 Medi | THURSDAY 19 th SEPTEMBER Dydd Iau 19 Medi | FRIDAY 20 th SEPTEMBER Dydd Gwener 20 Medi |
|---|--|---|---|--|
| <p>10.00 – 11.00 First Day Year Tutor Meeting (Venue: LT4) (Get to know - meet Year Tutor: Allocate Personal Tutor Groups: Review Induction Week schedule: Orientation challenge)</p> <p>2.00 – 3.00 Personal Tutor Meeting 1 (Get to know Tutor and fellow students: Understand the expectations of HE: Start Induction task) SPE-1: C103 SPE-2: C104 SPE-3: C109 SPE-4: C110 SPE-5: C101 3.00pm – 4.00pm Guided study Time (Work on any tasks set during personal tutor meetings)</p> <p>15.00-16.00 ID cards can be collected from the Library.</p> <p>*Sports kit can be collected 9am – 4pm when you are free to do so (Venue: Archers Arena)</p> | <p>9.00 – 10.00 Introductory Talks 1 (Venue: LT1) (from the Student Union (SU) and Employability, Careers and Entrepreneurship Teams)</p> <p>11.00 – 12.00 Introductory Talks 2 (Venue: LT4) (Get the information on Brecon residential, SSP4001 APT sport selection, Disability and Inclusivity services and Residence Life programme)</p> <p>13.00 – 14.00 Personal Tutor Meeting 2 (Introduction to key university IT systems - Office 365, Moodle, Personalised Timetable and Personal Tutor Portal) SPE-1: B110 SPE-2: C208 SPE-3: B211 SPE-4: N111a</p> <p>14.00 – 15.00 Guided study Time (Work on any tasks set during personal tutor meetings)</p> <p>14.00 – 15.00 Personal Tutor Meeting 2 (Introduction to key university IT systems - Office 365, Moodle, Personalised Timetable and Personal Tutor Portal) SPE-5: B110</p> <p>15.00 – 16.00 Guided study Time (Work on any tasks set during personal tutor meetings)</p> | <p>10:00 – 16:00</p> <p>Freshers Fayre</p> <p>Cyncoed Campus National Indoor Athletics Centre (NIAC)</p> <p><i>Your Student MetCard can be picked up throughout the day from the Enrolment Team based in the fayre.</i></p> <p>Evening SU Activities</p> | <p>10.00 – 16.00</p> <p>Programme Activity Day</p> <p>(Get involved! Be inspired! Programme activity day to give you a taste of what is to come during the academic year)</p> <p>10.00– 11.00</p> <p>Lead Lecture (Venue: LT2)</p> <p>13.00– 14.00</p> <p>Drop-in session (Venue: V-block open learning space)</p> <p>14.00pm – 15.30pm</p> <p>SPE-1: Tennis Centre, court 1 & 2 SPE-2: Sports Hall SPE-3: Archers Arena, Basketball court 2 SPE-4: Sports Hall SPE-5: NIAC: Basketball court 1</p> <p>Dance pathway students: Dance Studio</p> | <p>9.00 – 10.00 Meet Programme Director & Photo (Venue: LT1 & NIAC) (Programme overview and outcomes, and group photo)</p> <p>10.00 – 11.00 Guided study Time (Work on any tasks set during personal tutor meetings)</p> <p>11.00 – 12.00 Personal Tutor Meeting 3 (Conclusion of induction task, transition into academic life) SPE-1: C103 SPE-2: C104 SPE-3: C109 SPE-4: C110 SPE-5: C102</p> <p>12.00 – 13.00 Guided study Time (Work on any tasks set during personal tutor meetings)</p> |
| | | | | <p>14.00 - 19.00</p> <p>MetFest</p> <p>Llandaff Campus</p> |

Course specific events

Social Events

Updated welcome letter from your programme director.

As Programme Director of BSc (Hons) Sport, Physical Education and Health, I would like to welcome you to Cardiff Metropolitan University and the School of Sport and Health Sciences. The purpose of this letter is to give you a bit more information about the course you will be starting in September.

Induction Week will start on Monday 16th September and we have put together a series of activities to help you get to know the University, your programme of study, others on your course and the staff who will be teaching you. It is important that you attend induction week as you will be given a range of important information about studying at Cardiff Met.

Every new student is allocated a Personal Tutor who will support you throughout your Cardiff Metropolitan journey. Providing high quality support to you is important to us and you will meet your personal tutor during Induction Week. Staff from Student Services will also be available to give you advice on a range of issues, including student finance, disability assessments and support as well as advice and support related to your welfare and well-being.

We also have a range of exciting opportunities available for you during your studies, including: Work Placements, Study Abroad, Societies and opportunities to gain UKCC coaching qualifications from a range of sports. We also have several sports teams waiting for you to join them. You can get information about these opportunities during Freshers Fayre on Wednesday 18th September.

It would be useful if you could enrol online **BEFORE** you come to the university as this will allow you to pick up your ID card early in Induction week. The card gives you access to Halls of Residence and to various other facilities around campus; it also allows you to make use of the facilities in the library.

The programme team and I very much look forward to meeting you on Monday 16th September at 10:00 in B0.04 (LT4) on Cyncoed campus. For more information about the Induction Week schedule please visit the new student webpage – www.cardiffmet.ac.uk/newstudents.

Jose Castro
Programme Director
BSc (Hons) Sport, Physical Education and Health

