Please note: This specification provides a concise summary of the main features of the course and the learning outcomes that a typical student might reasonably be expected to achieve and demonstrate if s/he takes full advantage of the learning opportunities that are provided.

We regularly review our course content, to make it relevant and current for the benefit of our students. For these reasons, course modules may be updated.

More detailed information on the learning outcomes, content, and teaching, learning and assessment methods of each module can be found in the Module Information Directory (MID), student module guide(s) and the course handbook.

The accuracy of the information contained in this document is reviewed by the University and may be verified by the Quality Assurance Agency for Higher Education.

Template Revised August 2018
1 Introduction

The MA Social Work and Postgraduate Diploma in Social Work (PgD) are well-established courses within the University and have over the years built up a strong reputation for innovation and currency, both regionally and nationally. The courses provide students with the requisite knowledge, skills and values to successfully enter the social work profession and consolidate their identity as a Newly-Qualified Social Worker. The courses utilise a broad range of teaching and learning strategies to develop students who display ethical reflexivity, critical thinking as well as the range of skills and aptitudes commensurate with the respective course learning outcomes as set out in this document. The MA and PgD courses seek to develop and continually transform themselves in response to the changing external social and policy contexts and professional environments within which the social work profession is located.

The PgD is designed as a emerging fast-track qualifying social work route (delivered over 5 semesters) and may be delivered in partnership with employers to support regional workforce development priorities. Equally, it could provide a route towards qualification for individuals who are keen to pursue professional registration as a social worker without pursuing the full MA course.

Social work is a highly rewarding profession that requires human compassion. Social workers work with people experiencing difficulties and deal with many complex issues arising, for example, from poverty or relationship problems. Social Work is also about protecting vulnerable people from harm and enhancing the life chances of those in need. In preparing students to become social workers, the MA and PgD courses provide an academically rigorous and stimulating environment for their development. The courses will appeal to a range of different students, based as they are on a synthesis of academic and practically based interpersonal skills development. Our students could be people with first degrees who have been involved in Social Care, Education, a Voluntary or Third Sector project, or worked in the area of Mental Health or Family Support. The courses are designed to build on and develop all of these areas of work at the same time as giving students greater opportunities for career and personal development. Other students come to the courses as people with a more general first degree but who are looking for a more vocationally-oriented postgraduate programme. The courses are a useful route for a student like this to take as it develops their academic background in a more practical direction.

A distinctive feature of the MA course is the opportunity for interprofessional learning, as students will complete a module in Global Professional Development: Creativity, Change and Innovation (7004CRB). This has been developed in collaboration with the Chartered Management Institute (CMI) affording students who meet the CMI evidence requirements a Level 7 Certificate in Strategic Management and Leadership and a Level 7 Award in Professional Consulting.

Students on both the MA and PgD courses will benefit from high quality teaching that emphasises the knowledge, skills and values of social work; especially the importance of research-informed, person-centred and relationship-based practice. Learning takes many forms - lectures, seminars, group discussions, tutorials, workshops and role plays. Teaching and learning foregrounds current practice and the courses incorporate the significant involvement of current social work practitioners and people who have used social work services. Teaching on the MA and PgD Social Work courses is delivered both jointly with BA Social Work students, as well as solely as postgraduate groups. Work in seminars and small groups play a valuable role in focussing on the specific academic requirements of MA and PgD work. However it is also the case that the MA, PgD and BA courses are pre-registration awards for social
work, and as such our postgraduate students have much to gain from working with our undergraduate students, as they do in modules such as ‘Introduction to Social Work’.

University learning is combined with varied and challenging placement opportunities that enable students to apply the knowledge they have acquired in order to become skilled and confident social workers. Invaluable and extensive practice experience is provided for each student in two different placement settings. While on placement, students work closely with, and are fully supported by a qualified social work practitioner. Placements can lead to excellent and varied career opportunities. The courses’ graduates are highly regarded by local employers and many of its students choose to begin their careers through links that begin while they are on their student placements.

### 2 Available Award(s) and Modes of Study

<table>
<thead>
<tr>
<th>Title of Award</th>
<th>Mode of attendance</th>
<th>UCAS Code</th>
<th>FHEQ Level</th>
</tr>
</thead>
<tbody>
<tr>
<td>MA Social Work</td>
<td>Full-time 2 Years</td>
<td>N/A</td>
<td>Level 7</td>
</tr>
<tr>
<td>PgD Social Work</td>
<td>5 Semesters</td>
<td></td>
<td></td>
</tr>
<tr>
<td>*PG Diploma in Social Care Studies</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>*PG Certificate in Social Care</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Studies (* Fall-back Awards)</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

3 Awarding Institution/Body: Coventry University.

4 Collaboration: N/A

5 Teaching Institution and Location of delivery: Coventry University

6 Internal Approval/Review Dates: Date of approval/ latest review: 2013/ March 2019

7 Course Accredited by: The (MA) Social Work and the (PgD) Social Work are accredited by the Health and Care Professions Council (HCPC)

8 Accreditation Date and Duration: August 2018: Open-ended approval

9 QAA Subject Benchmark Statement(s) and/or other external factors:

QAA Benchmark Statement Social Work 2016

Health Care Professions Council (HCPC) Revised Standards for Education and Training
[https://www.hcpc-uk.org/standards/standards-relevant-to-education-and-training/](https://www.hcpc-uk.org/standards/standards-relevant-to-education-and-training/)

HCPC Revised Standards of Proficiency for Social Work 2017
Refreshed Professional Capability Framework 2018 held by the British Association of Social Work and Social Workers (BASW)
https://www.basw.co.uk/professional-development/professional-capabilities-framework-pcf

Knowledge and Skills Statement for Social Workers in Adult Services (Department of Health, 2015)

Knowledge and Skills Statements for child and family social work (Department for Education, 2015)

<table>
<thead>
<tr>
<th>10 Date of Course Specification</th>
<th>March 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>11 Course Director</td>
<td>Dr Makhan Shergill</td>
</tr>
</tbody>
</table>

12 Outline and Educational Aims of the Course

12.1 MA Social Work

The overall educational aims are to:

a. Prepare confident, critically reflective and empathic graduates who are competent and capable in the social work profession, and eligible to apply for HCPC Registration.

b. Ensure that experts by experience are centrally included in all aspects of the programme through meaningful participation.

c. Embed the integration of social work knowledge, values and skills with an appreciation of the perspectives of service users and carers required for effective social work practice in a diverse society.

d. Nurture active, confident, curious and self-motivated learners who hold a recognition of the importance of continuous professional development in remaining an effective autonomous practitioner.

e. Foster a community of graduates who will contribute to the local, national and international conversations regarding the role of social work in promoting social justice, social welfare and anti-oppressive practice.

f. Develop graduates who have a thorough understanding of critical debates about the significance of inequality and discrimination for social work policy and practice and social work's mission to protect the vulnerable by changing and transforming societal attitudes, structures and processes.

g. Develop graduates abilities and skills to conduct ethical research for potential benefit and contribution to professional practice.
h. Develop graduates who can utilise practice based research skills into everyday social work practice.

i. Equip graduates with a range of strategy and leadership problem solving techniques to situations in the workplace where change is required.

j. The integral guidance for the layout of learning outcomes, delivery and assessment are the requirements of the revised HCPC Standards of Education and Training (SETs), the revised HCPC Proficiency for Social Work in England, the Refreshed Professional Capabilities Framework (BASW, 2018) and the updated QAA Subject Benchmarks for Social Work (2016). The aims are also informed by the Knowledge and Skills Statements for both children and adult social work to promote the employability of graduates.

12.2 PgD Social Work
The overall educational aims of are to:

a. Prepare confident, critically reflective and empathic graduates who are competent and capable in the social work profession, and eligible to apply for HCPC Registration.

b. Ensure that experts by experience are centrally included in all aspects of the programme through meaningful participation.

c. Embed the integration of social work knowledge, values and skills with an appreciation of the perspectives of service users and carers required for effective social work practice in a diverse society.

d. Nurture active, confident, curious and self-motivated learners with recognition of the importance of continuous professional development to remain an effective autonomous practitioner.

e. Foster a community of graduates who will contribute to the local, national and international conversations regarding the role of social work in promoting social justice, social welfare and anti-oppressive practice.

f. Develop graduates who have a thorough understanding of critical debates about the significance of inequality and discrimination for social work policy and practice and the significance of social works historical and present mission to protect the vulnerable by changing and transforming societal attitudes, structures and processes.

g. The integral guidance for the layout of learning outcomes, delivery and assessment are the requirements of the revised HCPC Standards of Education and Training (SETs), the revised HCPC Proficiency for Social Work in England, the Refreshed Professional Capabilities Framework (BASW, 2018) and the updated QAA Subject Benchmarks for Social Work (2016). The aims are also informed by the Knowledge and Skills Statements for both children and adult social work to promote the employability of graduates.

13 Course Learning Outcomes

13.1 MA Social Work
On successful completion of the course a student will be able to:
1. Demonstrate the ability to practise effectively as a skilled person-centred social worker.

2. Show respect for persons and for diverse organisations and communities, promoting social justice and combating processes that lead to oppression, discrimination, marginalisation, inequality and social exclusion.

3. Evaluate and evidence how to support people to gain, regain or maintain control of their own lives, choices and decisions, insofar as this is compatible with their own or others’ safety, well-being and rights, fostering dignity, choice and independence and effecting change.

4. Engage in professional relationships with service users and carers that are characterised by openness, reciprocity, mutual accountability and explicit recognition of the powers of the social worker including statutory intervention.

5. Analyse, make and implement difficult decisions (including restrictions on liberty) in situations that involve the potential for harm, including critical reflection on ethical principles and dilemmas.

6. Critically evaluate how to deal with complex, multiple and sometimes contradictory accountabilities (for example, to different service users, carers, employing agencies, professional bodies and the public).

7. Appraise and demonstrate modes of working collaboratively with other professionals in interdisciplinary contexts and demonstrate leadership qualities and professional autonomy.

8. Critically employ research evidence and knowledge from a range of sources (including theoretical perspectives and evidence from international contexts) to inform understanding and to underpin action, reflection and evaluation.

9. Develop creative and innovative responses to the social, political and economic challenges and demands of contemporary social welfare legislation, policy and practice.

10. Demonstrate a critical understanding and work within ongoing contested debates about the nature, scope and purpose of social work.

11. Demonstrate knowledge and understanding of the principles of consultancy and organisational change and the theories and practices of strategic change in social work.

12. Demonstrate understanding and ability in conducting small scale ethical social research.

13.2 Post Graduate Diploma in Social Work
On successful completion of the course a student will be able to:

1. Demonstrate the ability to practise effectively as a skilled person-centred social worker.

2. Show respect for persons and for diverse organisations and communities, promoting social justice and combating processes that lead to oppression, discrimination, marginalisation, inequality and social exclusion.

3. Evaluate and evidence how to support people to gain, regain or maintain control of their own lives, choices and decisions, insofar as this is compatible with their own or others’ safety, well-being and rights, fostering dignity, choice and independence and effecting change.
4. Engage in professional relationships with service users and carers that are characterised by openness, reciprocity, mutual accountability and explicit recognition of the powers of the social worker including statutory intervention.

5. Analyse, make and implement difficult decisions (including restrictions on liberty) in situations that involve the potential for harm, including critical reflection on ethical principles and dilemmas.

6. Critically evaluate how to deal with complex, multiple and sometimes contradictory accountabilities (for example, to different service users, carers, employing agencies, professional bodies and the public).

7. Appraise and demonstrate modes of working collaboratively with other professionals in interdisciplinary contexts and demonstrate leadership qualities and professional autonomy.

8. Develop creative and innovative responses to the social, political and economic challenges and demands of contemporary social welfare legislation, policy and practice.

9. Demonstrate a critical understanding and work within ongoing contested debates about the nature, scope and purpose of social work.

14 Course Structure and Requirements, Levels, Modules, Credits and Awards

Within the parameters set by the regulations, the MA and PgD courses are designed to equip graduates with core knowledge, skills and expertise within the generic field of social work. The MA degree is a two-year full-time course and the PgD can be undertaken within 18 months. On successful completion of these courses students are eligible to apply to the Health and Care Professions Council (HCPC) for registration as a social worker.

Modules within the courses, the levels and credit value are tabled below. All modules on the courses are mandatory. There are two blocks of practice placement in Year 1 and Year 2, totalling 170 days. Each block is provided by a different organisation or agency to offer the student different service user group experiences. The maximum registration period for these courses is 5 years.

In order to obtain a MA degree or PgD in Social Work students must meet the University requirements for postgraduate awards to include passes in the following modules:

14.1 MA Social Work: Year 1

<table>
<thead>
<tr>
<th>Semester</th>
<th>Module Code</th>
<th>Module Title</th>
<th>M Level Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>7005SW</td>
<td>Introduction to Social Work</td>
<td>10</td>
</tr>
<tr>
<td></td>
<td>7006SW</td>
<td>Legal and Policy Frameworks for Practice</td>
<td>10</td>
</tr>
<tr>
<td></td>
<td>7007SW</td>
<td>Using Theories and Methods in Social Work Practice</td>
<td>10</td>
</tr>
<tr>
<td></td>
<td>7008SW</td>
<td>Readiness for Practice</td>
<td>10</td>
</tr>
<tr>
<td>2</td>
<td>7009SW</td>
<td>Human Growth and Development across the Lifespan</td>
<td>10</td>
</tr>
<tr>
<td></td>
<td>7010SW</td>
<td>Social Work with Children, Young People and Families</td>
<td>10</td>
</tr>
<tr>
<td></td>
<td>7011SW</td>
<td>Social Work with Adults</td>
<td>10</td>
</tr>
<tr>
<td></td>
<td>7012SW</td>
<td>Social Work Practice 1</td>
<td>10</td>
</tr>
<tr>
<td>3</td>
<td>7013SW</td>
<td>Critical Reflective Practice 1</td>
<td>10</td>
</tr>
</tbody>
</table>

Year 2

<table>
<thead>
<tr>
<th>Semester</th>
<th>Module Code</th>
<th>Module Title</th>
<th>M Level Credits</th>
</tr>
</thead>
</table>
### 7014SW Social Work Practice 2

<table>
<thead>
<tr>
<th>Semester</th>
<th>Module Code</th>
<th>Module Title</th>
<th>M Level Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>7014SW</td>
<td>Social Work Practice 2</td>
<td>20</td>
</tr>
<tr>
<td>2</td>
<td>7015SW</td>
<td>Critical Reflective Practice 2</td>
<td>10</td>
</tr>
<tr>
<td></td>
<td>7016SW</td>
<td>Research Methods for Social Work</td>
<td>10</td>
</tr>
<tr>
<td>3</td>
<td>7017SW</td>
<td>Professional Practice Dissertation</td>
<td>40</td>
</tr>
<tr>
<td>3</td>
<td>7004CRB</td>
<td>Global Professional Development - Creativity, Change &amp; Innovation</td>
<td>10</td>
</tr>
</tbody>
</table>

### 14.2 Post Graduate Diploma in Social Work

#### Year 1

<table>
<thead>
<tr>
<th>Semester</th>
<th>Module Code</th>
<th>Module Title</th>
<th>M Level Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>7005SW</td>
<td>Introduction to Social Work</td>
<td>10</td>
</tr>
<tr>
<td></td>
<td>7006SW</td>
<td>Legal and Policy Frameworks for Practice</td>
<td>10</td>
</tr>
<tr>
<td></td>
<td>7007SW</td>
<td>Using Theories and Methods in Social Work Practice</td>
<td>10</td>
</tr>
<tr>
<td></td>
<td>7008SW</td>
<td>Readiness for Practice</td>
<td>10</td>
</tr>
<tr>
<td>2</td>
<td>7009SW</td>
<td>Human Growth and Development across the Lifespan</td>
<td>10</td>
</tr>
<tr>
<td></td>
<td>7010SW</td>
<td>Social Work with Children, Young People and Families</td>
<td>10</td>
</tr>
<tr>
<td></td>
<td>7011SW</td>
<td>Social Work with Adults</td>
<td>10</td>
</tr>
<tr>
<td></td>
<td>7012SW</td>
<td>Social Work Practice 1</td>
<td>10</td>
</tr>
<tr>
<td>3</td>
<td>7013SW</td>
<td>Critical Reflective Practice 1</td>
<td>10</td>
</tr>
</tbody>
</table>

#### Year 2

<table>
<thead>
<tr>
<th>Semester</th>
<th>Module Code</th>
<th>Module Title</th>
<th>M Level Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>7014SW</td>
<td>Social Work Practice 2</td>
<td>20</td>
</tr>
<tr>
<td>2</td>
<td>7015SW</td>
<td>Critical Reflective Practice 2</td>
<td>10</td>
</tr>
</tbody>
</table>

A student on the MA Social Work course will normally study across 6 Semesters with a requirement to pass 180 credits in total. For the Postgraduate Diploma in Social Work, a student will normally study across 5 Semesters with a requirement to pass 120 credits in total. Students on the Postgraduate Diploma mirror the requirements of the MA course apart from not undertaking the Research Methods for Social Work (7016SW), the Professional Practice Dissertation (7017SW) and the Global Professional Development (7004CRB) modules. These modules are denoted as ‘M*’ in the table overleaf.
<table>
<thead>
<tr>
<th>Credit level</th>
<th>Module Code</th>
<th>Module Title</th>
<th>Credit value</th>
<th>Mandatory/Optional</th>
<th>Course Learning Outcomes</th>
</tr>
</thead>
<tbody>
<tr>
<td>7</td>
<td>7005SW</td>
<td>Introduction to Social Work</td>
<td>10</td>
<td>M</td>
<td>2, 6, 7, 8, 9, 10, 11</td>
</tr>
<tr>
<td>7</td>
<td>7006SW</td>
<td>Legal and Policy Frameworks for Practice</td>
<td>10</td>
<td>M</td>
<td>6, 7, 8, 10, 11</td>
</tr>
<tr>
<td>7</td>
<td>7007SW</td>
<td>Using Theories and Methods in Social Work Practice</td>
<td>10</td>
<td>M</td>
<td>1, 2, 4, 5, 9</td>
</tr>
<tr>
<td>7</td>
<td>7008SW</td>
<td>Readiness for Practice</td>
<td>10</td>
<td>M</td>
<td>2, 3, 5</td>
</tr>
<tr>
<td>7</td>
<td>7009SW</td>
<td>Human Growth and Development across the Lifespan</td>
<td>10</td>
<td>M</td>
<td>1, 2, 9</td>
</tr>
<tr>
<td>7</td>
<td>7010SW</td>
<td>Social Work Practice with Children, Young People &amp; Families</td>
<td>10</td>
<td>M</td>
<td>1-11 inclusive</td>
</tr>
<tr>
<td>7</td>
<td>7011SW</td>
<td>Social Work Practice with Adults</td>
<td>10</td>
<td>M</td>
<td>1-11 inclusive</td>
</tr>
<tr>
<td>7</td>
<td>7012SW</td>
<td>Social Work Practice 1</td>
<td>10</td>
<td>M</td>
<td>1-11 inclusive</td>
</tr>
<tr>
<td>7</td>
<td>7013SW</td>
<td>Critical Reflective Practice 1</td>
<td>10</td>
<td>M</td>
<td>1-11 inclusive</td>
</tr>
<tr>
<td>7</td>
<td>7014SW</td>
<td>Social Work Practice 2</td>
<td>20</td>
<td>M</td>
<td>1-11 inclusive</td>
</tr>
<tr>
<td>7</td>
<td>7015SW</td>
<td>Critical Reflective Practice 2</td>
<td>10</td>
<td>M</td>
<td>1-11 inclusive</td>
</tr>
<tr>
<td>7</td>
<td>7016SW</td>
<td>Research Methods for Social Work</td>
<td>10</td>
<td>M*</td>
<td>7, 9</td>
</tr>
<tr>
<td>7</td>
<td>7017SW</td>
<td>Professional Practice Dissertation</td>
<td>40</td>
<td>M*</td>
<td>2, 7, 9, 10, 11</td>
</tr>
<tr>
<td>7</td>
<td>7004CRB</td>
<td>Global Professional Development - Creativity, Change &amp; Innovation</td>
<td>10</td>
<td>M*</td>
<td>7, 8, 9, 12</td>
</tr>
</tbody>
</table>
14.3 Practice Placement (for details see also Social Work Practice Handbook)

There are two blocks of placements, totalling 170 days. Each block, may be provided in the statutory or independent sector, and is supervised by a qualified social worker.

The Practice Placement components of the MA and PgD courses (modules 7012SW/ 7013SW/ 7014SW/ 7015SW) will normally be subject to one re-sit attempt with attendance at a time specified by the University and without the right to further re-sit. Opportunity to re-sit the placement will be subject to the availability, and timing of the placement opportunities, as well as agency agreement.

The placement modules also have pre-requisites: Pass in Readiness to Practice (7008SW) in order to undertake 7012SW & 7013SW and normally progression to stage 2 of the MA Social Work degree to undertake modules 7014SW & 7015SW.

14.4 Course specific regulations for progression, awards and classification

The regulations given below are specific regulations applicable to the course outlined in this document. They should be read in conjunction with the University Academic Regulations.

http://wwwm.coventry.ac.uk/Registry/Regulations/Pages/AcademicRegulations.aspx

14.4.1 Cascade of Awards

The following awards are available through this course of study:

<table>
<thead>
<tr>
<th>MA Social Work (180 credits)</th>
<th>Post Graduate Diploma in Social Work (120 credits)</th>
</tr>
</thead>
<tbody>
<tr>
<td>↓</td>
<td>↓</td>
</tr>
<tr>
<td>PG Diploma in Social Care Studies (120 credits)</td>
<td>PG Certificate in Social Care Studies (60 credits)</td>
</tr>
<tr>
<td>↓</td>
<td></td>
</tr>
<tr>
<td>PG Certificate in Social Care Studies (60 credits)</td>
<td></td>
</tr>
</tbody>
</table>

14.4.1.1 MA Social Work: Students who successfully complete the required modules and who obtain a total of 180 credits will be awarded the **MA in Social Work** with eligibility to apply for registration with the Health and Care Professions Council (HCPC). The degree classification will be calculated in line with University regulations.

14.4.1.2 PG Diploma in Social Work: Students who successfully complete the required modules and who obtain a total of 120 credits will be awarded the **Post Graduate Diploma in Social Work** with eligibility to apply for registration with the HCPC.

14.4.1.3 PG Diploma in Social Care Studies (This award does not confer eligibility to apply for HCPC registration): Students, who successfully complete 120 credits but do not meet the requirements for the MA in Social Work/Post Graduate Diploma in Social Work will be awarded the **Post Graduate Diploma in Social Care Studies**. This award does not give professional social work qualification with eligibility to register with the professional body. This award is only available to students who have completed 120 credits and are **not eligible** to gain professional social work qualification as recognised by HCPC.

14.4.1.4 PG Certificate in Social Care Studies (This award does not confer eligibility to apply for HCPC registration): Students who successfully complete 60 credits but do not meet the requirements
for the MA in Social Work/ Postgraduate Diploma in Social Work will be awarded the **Post Graduate Certificate in Social Care Studies**. This award does not give professional social work qualification with eligibility to register with the professional body.

### 14.4.1.5
The MA Social Work course has an embedded Global Professional Development module which has been developed with the Chartered Institute of Management (CMI). Students who successfully complete the module and meet the CMI evidence requirements will gain a Level 7 Certificate in Strategic Leadership and Management. This will enable students to apply for Chartered Manager status via the qualified route, once the other entry criteria have been met.

### 14.5 Progression on MA and PgD Social Work courses
All modules must be passed at 40%; there is no compensation between modules.
- No modules are subject to condonement.
- Year 1: To progress from stage 1 to stage 2, students are required to pass all modules, and demonstrate their ‘Readiness for Practice’.
- Progression is subject to approval by the Programme Assessment Board (PAB), in line with University regulations.

### 14.6 Professional Suitability and Fitness to Practice Procedure:
Social workers practice in a society of complexity and diversity and the people to whom they provide services are among the most vulnerable and disadvantaged. Therefore, social workers in training need to demonstrate not only academic ability but also personal suitability. Where there is a concern or an allegation about a student’s professional suitability, there is a formal process on behalf of the University that will be put in place under the Professional Suitability and Fitness to Practice Procedure.

#### 14.6.1 Attendance requirement
Attendance monitoring is a requirement for all students and is evidence of academic engagement which is vital for success. We do, therefore, formally record attendance in classes and although this will not be a summative assessment item in module descriptors, poor or erratic attendance will be formally investigated. If there is no subsequent improvement in attendance a formal record will be made of this and consideration may be given to withdrawing students from their course because of non-engagement.

### 15 Criteria for Admission and Selection Procedure
Applicants should hold the equivalent of a 2:1 degree in any discipline, and have at least 1 year of relevant work experience in a social work related field. Applicants with a lower degree classification will be considered, if they have completed further qualification at postgraduate level (such as a PgCert) or can demonstrate an exceptional level of relevant work experience.

Additional entry requirements:
- Occupational health assessment, to assess fitness to undertake the practice component of the degree.
- Criminal record check, via Enhanced Disclosure and Barring Service or equivalent for non-UK residents.
- All successful candidates will be expected to have Key Skills level in English and Mathematics. This would be equivalent to GCSE grade C or above.
• Applicants whose first language is not English will be asked to provide evidence of competence in written and spoken language. Applicants whose first language is not English must be able to communicate in English to the standard equivalent to Level 7 of IELTS with no element below 6.5.

• Evidence for selection is gained from application forms, within the personal statement, the reference and from interview.

• Demonstration of the entry-level capabilities as outlined by the Professional Capabilities Framework (PCF).

• Applicants with overseas status will be subject to Disclosure and Barring Service (DBS) checks and must be available in the UK to undertake a written test and individual interview as required.

As part of the selection process, applicants will undertake a written test to assess their ability to write clearly, logically and coherently, and to assess their understanding of the role of social work. Service users, carers and practitioners will normally be involved in the selection process. To be offered a place on the Programme, applicants must pass the Written Test, Group Exercise and the Individual Interview.

16 Academic Regulations and Regulations of Assessment

This Course conforms to the standard University Academic Regulations Postgraduate Mode R except for the practice placement modules which restrict the number of attempts allowable and, the pre-requisite module (7008SW) that must be passed before proceeding to these placement modules.

The Course is managed by the University School of Psychological, Social and Behavioural Sciences and the Board of Study of the Faculty of Health and Life Sciences.

• The Programme Assessment Board (PAB) for Social Work is responsible for considering the progress of all students and making awards in accordance with both the University and course-specific regulations.

• The assurance of the quality of modules is the responsibility of the Board of Study which contribute to the course.

• External Examiners have the opportunity to moderate all assessment tasks and a sample of assessed work for each module. They will report annually on the course and/or constituent modules and their views are considered as part of the Course Quality Enhancement Monitoring (CQEM). Details of the CQEM process can be found on the Registry’s web site.

• Students are represented on the Student Forum, Board of Study and Faculty/School Board, all of which normally meet two or three times per year.

• Student views are also sought through module and course evaluation questionnaires.

• The course undergoes annual monitoring by the Health and Care Professions Council. http://www.hpc-uk.org/education/processes/monitoring/

• Employer views are sought through The West Midlands Teaching Partnership, the practice educator forums, practice placement visits and the Faculty Partnership Board.

• Service user views are sought through the Faculty Service User group underpinned by the SUCE strategy.

• University policy requires the internal moderation of all assessments.

• External Examiners are appointed for all named University awards. At least one of the External Examiners appointed for MA Social Work will be a HCPC registered Social Worker in line with the Health and Life Sciences External Examiner policy. The role of the External Examiner at module level is to ensure that academic standards are in line with national norms for the subject. External
Examiners undertake the moderation of examination papers and assessment tasks, and view representative samples of work for the modules for which they have responsibility. At course level, External Examiners help to ensure fairness in the consideration of student progression and awards. They have the right to comment on all aspects of the assessment system and participate as full members of the assessment boards.

- The pass mark for all modules is 40%. This overall module mark may comprise more than one assessment component. The individual module descriptors give the precise pass criteria and the weighting of the component marks that contribute to the overall module mark.
- Full awards for Taught Master programmes may be made with Distinction or Merit (i.e. achievement of an average mark of at least 70% or 60% respectively).

17 Indicators of Quality Enhancement

The following are key indicators of quality and standards:

- The course has been designed in accordance with the QAA Subject Benchmark Statement for Social Work (2016) [https://www.qaa.ac.uk/docs/qaa/subject-benchmark-statements/sbs-social-work-16.pdf?sfvrsn=1d95f781_10](https://www.qaa.ac.uk/docs/qaa/subject-benchmark-statements/sbs-social-work-16.pdf?sfvrsn=1d95f781_10)

The QAA’s review of higher education undertaken in February 2015 confirmed that Coventry University meets the UK expectations in:

- the setting and maintenance of the academic standards of its awards;
- the quality of student learning opportunities;
- the quality of the information about learning opportunities;
- the enhancement of student learning opportunities.

The Health and Care Professions Council annual monitoring in January 2018 confirmed that the course continues to meet the HCPC Standards of Education and Training. Students who successfully complete the course continue to be eligible to apply for HCPC registration.

18 Additional Information

Enrolled students have access to additional, key sources of information about the course and student support including:

1. Faculty PG Student Handbook
2. Course Guide
3. Course Specification
4. Module Guides
5. Module Information Directory
6. Study Support information