

These programme regulations should be read in conjunction with the University's [core regulations for postgraduate programmes](#).

## **MA Community and Youth Work (L5K007)**

1. This programme is available at Durham City in full-time (12 months) and part-time (24 months) mode of study.

### **Admissions**

2. Applicants for the programme must:
  - a) have a minimum of one year's full-time experience in Community and Youth Work or part-time equivalent, prior to admission.
  - b) complete a declaration of unspent convictions and cautions as part of the admissions process. Any offer will be subject to a satisfactory Disclosure and Barring Scheme check and (where appropriate in the case of Overseas Candidates) satisfactory police checks to establish that the applicant does not have a criminal record which would restrict their ability to work with children or young people.
  - c) undertake an interview prior to offer to establish suitability for the programme.

### **Programme of Study**

3. Candidates shall study and be assessed in the following modules:

		<b>Credit value</b>
Community Policy and Practice~	<a href="#">SOCI51315</a>	15
Youth Policy and Practice~	<a href="#">SOCI51415</a>	15
Professional and Personal Development ~	<a href="#">SOCI40330</a>	30
Management in Community Settings~	<a href="#">SOCI40430</a>	30
Research in Professional Practice~	<a href="#">SOCI40345</a>	45
Fieldwork Practice Development I~	<a href="#">SOCI41415</a>	15
Fieldwork Practice Development II~	<a href="#">SOCI41330</a>	30

### **Assessment, progression and award**

4. Modes of assessment for Fieldwork Practice Development will include fieldwork practice (assessed on a pass/fail basis) and written work. The numerical mark for the module as a whole will only be awarded following the achievement of a pass in the fieldwork practice element.
5. Candidates who fail to satisfy the requirements for the award of MA but who have achieved 120 credits, shall be awarded the Postgraduate Diploma Social and Community Studies (without professional qualification) as an exit qualification.
6. Candidates who fail to satisfy the requirements for the award of MA but who have achieved 60 credits, shall be awarded the Postgraduate Certificate Social and Community Studies (without professional qualification) as an exit qualification.

### **Professional approval and standards**

7. There are recognised professional values and principles that guide the practice of community and youth workers. These values are available in the form of National Occupational Standards for community work and youth work that are available to students on Duo, within the "Code of Ethics" that is available from the Institute for Youth Work's website and in the document "Ethical Conduct in Youth Work: a Statement of Values and Principles" that is available from The National Youth Agency website. It is a requirement of the National Youth Agency under its "Professional Validation: Guidance and Requirements" that professionally-qualifying programmes have in place a process through which to address issues of fitness for practice with particular students where these arise during their time on the programme. Where

concerns are raised in relation to a student's ability to conduct themselves as youth workers, despite their academic achievements:

8. In the first instance, a written account of the student's specific behaviour with evidence of related concerns should be made in writing by the tutor/lecturer/fieldwork tutor/other students concerned. This should be submitted to the Fieldwork Development Officer who will investigate the issue gathering any additional evidence if required and instigate one of the following processes as appropriate to the findings. Where appropriate a medical opinion may be sought via the University's Occupational Health Service.
  - a. If in the judgement of the Fieldwork Development Officer the evidence suggests a major disciplinary offence under the University's Core regulations, or falls under other policies or regulations of the University, then these appropriate policies and regulations will be followed.
  - b. If in the judgement of the Fieldwork Development Officer the evidence does not immediately raise serious concerns regarding student's fitness for practice or risk to service users but justifies further consideration, the student will be invited to meet with the Fieldwork Development Officer. At this meeting, the specific concerns about their ability to practice in line with required standards, values, principles and ethical considerations will be outlined, and the student invited to respond to the issues raised. Where appropriate, the student may be offered the opportunity to write and submit their own reflective account before a final decision is made. A written record of this meeting will be made by a second member of staff (or fieldwork tutor in the case of a placement) present at the meeting and a copy retained on the student's personal file. The potential outcomes of this meeting are that:
    - i. That concerns raised are unfounded and no further action is required;
    - ii. That a professional development need is identified which the student may be required to address within their work on the remainder of the programme, and particularly within their Fieldwork Practice Development 1 and/or Fieldwork Practice Development 2 modules. In this case, a record of the points of discussion and identified professional development needs will be produced by the Fieldwork Development Officer and shared with the student.
    - iii. That concerns are sufficiently serious to require that a formal panel be convened to consider the matter further.
    - iv. Where any support needs are identified within this process, support will be offered to the student with appropriate guidance and if necessary seeking advice from or referring them to wider university, college or other services. This could include referral to one of the university student services; referral to occupational health for an assessment and to seek recommendations; referral to the University Counselling Service; referral to their College Senior Tutor; referral to the Disability Support Service.
    - v. Where a student's health or personal circumstances have contributed to the concerns over fitness to practice that have been raised, the student may be required to seek a concession for a grace period/sickness absence/deferral from their studies to attend to these; in these circumstances, a GP's statement and/or an Occupational Health assessment concerning the student's readiness to return to their studies may be required when they wish to return.
  - c. If in the judgement of the Fieldwork Development Officer the evidence raises serious concerns regarding the student's fitness for practice, or where previously identified concerns do not show sufficient improvement over the agreed timescale, a formal panel will be convened according to the following process:
    - i. Where appropriate, the Fieldwork Development Officer may concurrently suspend the placement pending the outcome of the investigation.
    - ii. The membership of the Panel will be as follows:
      1. Programme Director (Chair)
      2. An appointed member of the Exam Board for the MA Community and Youth Work programme.
      3. A representative of a partner agency where students are placed on Fieldwork Practice Development placements. (In the case of an issue being considered which has arisen during a Fieldwork Practice Development placement, this

representative should be from another agency and not from the placement where the issue has arisen).

4. Where concerns have been identified by the Programme Director, an appropriate deputy will be appointed from within the Board of Studies.
- iii. The student will be written to normally giving a minimum of five working days' notice, explaining the purpose of the meeting and providing a written account of the nature of the concerns. The student will be advised them of their right to be accompanied by a member of the Durham University community (e.g. the Senior Tutor of the student's college or a member of staff from his/her Department or the DSU Advice Centre).
- iv. At the meeting, the student must be asked to respond to the concerns identified.
- v. If the student fails to attend, the Panel may proceed in the student's absence provided that it is satisfied that failure to attend represents refusal to do so.
- vi. The Panel Chair is responsible for ensuring that a written record of the Panel meeting is made to be kept on the student's personal file.
- vii. In the light of the evidence, the Panel must come to a view as to whether the student is judged to be unsuitable for qualified professional practice. The Panel may recommend one of the following outcomes:
  1. that the concerns are unfounded and that no further actions are required;
  2. that the student is not suitable for qualified professional practice and should be required to withdraw from the programme;
  3. that a professional development need is identified which the student may be required to address within their work on the remainder of the programme, and particularly within their Fieldwork Practice Development 1 and/or Fieldwork Practice Development 2 modules.
- viii. If the student is judged to be unsuitable for qualified professional practice, the Programme Director will take action to withdraw the student's registration. The student will be advised of the decision on writing and advised that they may appeal this decision in accordance with the Academic Appeals Regulations contained within Section VII of the General Regulations.

### **Professional Accreditation**

9. This programme is accredited by the National Youth Agency until 2017.
10. Modules marked with a ~ must be passed at 50% or above; a mark of 40-49% cannot be compensated.