

The Manchester Institute of Education  
School of Environment, Education and Development  
Faculty of Humanities

# **MA Educational Leadership**

**Joining Instructions**

**2013-14**

## Welcome to the University of Manchester

Dear Student,

Thank you for choosing to study the MA Educational Leadership at the University of Manchester. I hope that your time with us is enjoyable and that we are able to exceed your expectations.

The University is a vibrant and exciting place to study and you will work with a range of dedicated staff and meet a wide range of students with varying expertise from different backgrounds. Students who have graduated from this programme have gone on to promoted positions around the world in schools, local and national governments. Others have continued with their studies by undertaking doctoral studies and embarking on an academic career. Where ever this programme leads you we wish you all the best for a happy and successful time at Manchester and beyond.

The course aims to:

- Develop participants' understanding of the key leadership issues that influence teachers' performance in primary and secondary schools and other educational settings.
- Provide an overview of relevant and current theories/frameworks for examining these issues from a leadership perspective.
- Enable colleagues at all levels within educational institutions to identify issues and develop appropriate strategies to generate and sustain school improvement.
- Develop knowledge and understanding of practical approaches to School Improvement and School Effectiveness and of current theories, issues and debates in the field.
- Develop a range of learning and transferable skills which integrate current research and best practice in the areas of School Leadership and School Improvement applicable to different students on different programmes.

The programme is a professional, as well as academic programme, where possible all teaching encourages student participation, shared experiences and opportunities for practical application. Depending on your background and experience you may find the approach rather different from your previous experiences of University.

Teaching methods draw on a range of styles including formal lectures, workshops and other collaborative activities including role play, presentations and other types of group tasks.

Shaun Best (Programme Director)  
August 2013

## **Recommended reading**

### **Some essential books to get you started**

- Ball, S (2007) Education PLC: Understanding private sector participation in public sector education, London: Routledge
- Fullan, M (2007) Turnaround Leadership, CA: Jossey Bass
- Hadfield, M and Chapman, C (2009) Leading School and Community Networks, London: Routledge
- Hargreaves, A and Fink, D (2006) Sustainable leadership, CA: Jossey Bass
- Anderson, I and Bennett N (2003) Developing Educational Leadership, London: Paul Chapman Publications
- Chapman, C and Gunter, H M (2009) Radical Reforms: Perspectives on an era of change, London: Routledge
- Chapman, C (2006) School Improvement through External Intervention? London: Continuum
- Ainscow, M and West, M (Eds) (2006) Improving Urban Schools: Leadership and Collaboration, Buckingham: Open University Press
- Barth, R (1990) Improving Schools from Within. San Francisco: Jossey-Bass
- Connor, C and Southworth, G (1999) Managing Improving Primary Schools: Using Evidence Based Management and Leadership, London: Falmer
- Hopkins, D Ainscow, M and West, M (1994) School Improvement in an Era of Change, London: Cassell
- Reynolds, D et al (1996) Making Good Schools: Linking School Effectiveness and School Improvement, London: Routledge
- Muijs, D. Ainscow, M. Chapman, C. and West, M. (2011) Collaboration and Networking in Education New York Springer
- Best, S (2012) Understanding and Doing Successful Research Pearson Harlow,

## September 2013 Registration

You should by now have received communication from the University about the on-line registration process and what is required of you. This is therefore designed as guidance to reiterate the importance of completing all aspects of registration via the online system.

If you haven't yet received any communication from the University inviting you to register then please make sure you have completed the following



IT sign up [www.iam.manchester.ac.uk](http://www.iam.manchester.ac.uk)



Confirm your attendance

## MyManchester

Once you have completed the IT sign up you will have access to the following prior to September.



Early Payment - Available until 31<sup>st</sup> August 2013



You can upload a photo for your student card



Access the crucial guide pages [www.studentnet.manchester.ac.uk/crucial-guide](http://www.studentnet.manchester.ac.uk/crucial-guide)

## Registration

This will open from 1<sup>st</sup> September 2013, however as this is a weekend we recommend that you try to register from **2<sup>nd</sup> September 2013**. Ideally you should complete all sections of the registration process prior to arriving at the University to access the University's online registration facility go to [MyManchester](#).

**Registration Hotline**

+44(0)161 306 5544

9.00am - 5.00pm and the weekends in September except 14<sup>th</sup>-15<sup>th</sup> September 2013.

If you do not register by 30<sup>th</sup> September 2013 the University Finance Office will impose a late registration fee. This fee will rise from £50 to £200 if you still haven't registered by 31<sup>st</sup> October 2013.

## International Students

Orientation will run between Thursday 12<sup>th</sup> – Sunday 15<sup>th</sup> September.

Contact: [orientation@manchester.ac.uk](mailto:orientation@manchester.ac.uk)

Website: [Orientation pages](#)

There will also be support available for students who arrive after this date, referrals will be made from the School to a team known as Purple People.

### **Distance Learning Students**

Student cards can be requested for posting out once you have completed registration and uploaded a photo via [ssc@manchester.ac.uk](mailto:ssc@manchester.ac.uk). Please remember to quote your student ID within the request.

If you are unable to contact the helpdesk due to time difference then please liaise with the PGT office, who will endeavour to ensure you are dealt with promptly.

### **Course Unit Selection**

Mandatory course units should appear automatically onto your student profile so please contact the PGT office if this isn't the case.

Core/Optional course units will need to be selected by yourself, using the student center (Self Service) section of My Manchester.

When searching please ensure the course subject is Education and the course number is the course unit code i.e. for EDUC 71000 (dissertation) enter 71000. You should see the 2013-14 course unit and be able to select class.

If you experience any problems please contact the PGT Office.

### **Teaching**

Semester 1 course units start from **Monday 23<sup>rd</sup> September 2013** and it is important that you check you are enrolled on your course units during your on-line registration. This is particularly important if your course unit is run via Blackboard as you will not gain access until your registration is complete and you have selected your course units. The deadline for students to enrol on course units is the third week of teaching.

Please do not hesitate to contact a member of the Postgraduate Taught Office team if you have any questions.

Christine Chadwick  
Jonathan Herbert

## **Your welcome week timetable**

Please note that this is a provisional timetable and minor alterations may be made. You will be notified of any such changes at your welcome meeting. Unless indicated otherwise, all of the rooms on the timetable below can be found in the Ellen Wilkinson Building, Devas Street.

Please see the accompanying information relating to the School of Education Welcome Week activities. There is an expectation you will attend all of these events.

The Educational Leadership and School Improvement Welcome Week Programme is as follows:

Date: Thursday 19th September

Activity: MA Educational Leadership and School Improvement/ International and Inclusion Induction

Time: 10:30 – 12:00

Room: C3.19-20

Date: Thursday 19th September

Activity: Programme Director's Drop in session

Time: 2:00 – 4:00

Room: C2.29

Thursday

Other appointments may be made by negotiation with tutors

## Your course timetable

Please note that this is just a basic version of our academic timetable. You will receive a full version of the timetable (including session-by-session content, room numbers, session tutors and assignment submission dates) at your welcome meeting in induction week.

**Semester 1-** Teaching runs from 23rd September – 15th December 2013

DAY	COURSE UNIT	LECTURER	TIME	ROOM
<b>MONDAY</b>	EDUC70141 Inclusive Education (Option)	Dr Susie Miles	2.00-4.00	C3.19/20 EW
<b>TUESDAY</b>	EDUC70331 Education Leadership (Core)	Professor Helen Gunter	10.00-12.00	C3.19/20 EW
	EDUC60491 Theories of Teaching and Learning (Option)	Dr Liz Smith, Mr Colin Mills, Professor David Hall	2.00-4.00	C3.19/20 EW
<b>WEDNESDAY</b>	EDUC60450 Research Methods (Core)	Mr Shaun Best	9.00-1.00	C3.19/20 EW
	EDUC70531 Examining Educational Policy (Core)	Professor David Hall	2.00-4.00	C3.19/20 EW
<b>THURSDAY</b>	IDPM 60151 Human Resource Development: Concepts (option)	Beverly Metcalf	2.00-4.00	TBC
<b>FRIDAY</b>	Study Time or alternative option*			

\*another option from within the School

**Assignment submission date: Monday 20<sup>th</sup> January 2014**

**Course Tutors:**

Mr Shaun Best	Room C2.29	Ellen Wilkinson Building
Professor Bill Boyle	Room C3.26	Ellen Wilkinson Building
Mr Steven Courtney	Room C3.5	Ellen Wilkinson Building
Dr Cate Goodlad	Room C2.28	Ellen Wilkinson Building
Professor Helen Gunter	Room C2.30Y	Ellen Wilkinson Building
Professor David Hall	Room A1.19	Ellen Wilkinson Building
Dr Susie Miles	Room A6.7	Ellen Wilkinson Building

**SEMESTER 2 (Provisional)**

Semester 2 Teaching runs from 27th January 2014 – 6<sup>th</sup> April and then from 28th April – 11th May 2014.

DAY	COURSE UNIT	LECTURER	TIME	ROOM
<b>MONDAY</b>	Study Time or alternative option*			
<b>TUESDAY</b>	EDUC70362 Contemporary Issues in Educational Policy and Leadership (Core)	TBA	10.00-12.00	C3.19/20
	EDUC70532 Leading Educational Change and Development (Core)	Mr Steve Courtney/Dr Steve Rogers	1.00-3.00	C3.19/20
<b>WEDNESDAY</b>	EDUC60450 Research Methods (Core)	Mr Shaun Best	9.00 – 1.00	C3.19/20

	EDUC70342 Teaching, Learning and Assessment in Educational Contexts (Option)	Professor Bill Boyle	2.00-4.00	C3.19/20
<b>THURSDAY</b>	EDUC70942 Difference in Education (Option)	Mr Shaun Best	10.00 – 12.00	C3.19/20
	EDUC70322 International Perspectives on Equity and Diversity (Option)	Dr Susie Miles	1.00-3.00	C3.19/20
<b>FRIDAY</b>	Study Time or alternative option*			

**Assignment submission date: Wednesday 14<sup>th</sup> May 2014**

**Dissertation submission date: 28<sup>th</sup> August 2014**

\*another option from within the School