

Dear Student

Thank you for choosing to study the MA Education (Teach First Leadership) at the University of Manchester in association with Teach First. In this email you should find everything you need to help you get started with your studies, including online registration instructions, induction information, a brief course timetable and some recommended reading for each of our course units.

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.

### **MyManchester**

Once you have completed IT sign up you will have access to the [MyManchester](#) portal prior to September where you can do the following:

- Early payment – available to 31<sup>st</sup> August 2014
- Upload a photograph for your student card
- Access the Crucial Guide pages at [www.studentnet.manchester.ac.uk](http://www.studentnet.manchester.ac.uk)

### **Registration**

This will open from **1<sup>st</sup> September 2014**. 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](#).

If you experience difficulties, you can call the registration hotline on **0161 306 5544**. This hotline is available weekdays between 1st September – 30<sup>th</sup> September 2014, 9.00am - 5.00pm and the weekends in September except 13<sup>th</sup>-14<sup>th</sup> September 2014. If you are unable to contact the helpdesk during office hours then please liaise with Jonathan Herbert in the PGT office (details below), who will endeavour to assist you.

If you do not register by **30<sup>th</sup> September 2014**, the University Finance Office **will** impose a late registration fee of £50, which will rise to £200 if you still haven't registered by 31<sup>st</sup> October 2014.

### **Student Cards**

While you are registered as a part-time 'campus' student of the University, we appreciate that many of you will not come to Manchester at a time convenient to collect your student card. Once you have completed registration and uploaded your photograph, your student card can be requested for posting out to your registered address by emailing a request to [ssc@manchester.ac.uk](mailto:ssc@manchester.ac.uk). Please remember to quote your student ID within the request.

### **PGT Office**

Your main contact in the Postgraduate Taught Office team is Jonathan Herbert and you can contact him by email on [Jonathan.Herbert@manchester.ac.uk](mailto:Jonathan.Herbert@manchester.ac.uk) If Jonathan is not available, you can also contact Christine Chadwick [Christine.M.Chadwick@manchester.ac.uk](mailto:Christine.M.Chadwick@manchester.ac.uk) or Paulina Kolata [Paulina.Kolata@manchester.ac.uk](mailto:Paulina.Kolata@manchester.ac.uk)

You can also contact by telephone: 0161 275 3510 or in person, Ellen Wilkinson Building, Room A1.22

### Course Units

Mandatory course units should appear automatically onto your student profile so please contact the PGT office if this isn't the case. It is important that you check this is the case to ensure that you can access Blackboard, as you will be unable to access course materials until your registration is complete. If you experience any problems please contact the PGT Office.

### Suggested Pre-course Reading

These are suggestions to help prepare you for study at Masters level and to give you a flavour of some of the issues that we will be discussing. They are not compulsory and this is not a definitive list.

#### Academic and Transferrable skills

- Cottrell, S. (2008). *The study skills handbook*. Basingstoke: Palgrave. (This is part of a range of study skill books published by Palgrave)
- Neville, C. (2010). *The complete guide to referencing and avoiding plagiarism 2<sup>nd</sup> edition*. Maidenhead: Open University.
- Northedge, A. (2005). *The Good Study Guide* (2<sup>nd</sup> Edition) Berkshire: Open University Press.

#### Contemporary Issues in Education (Urban)

- Archer, L., Hollingworth, S. and Mendick, H. (2010) *Urban Youth and Schooling*, Maidenhead, Berkshire: Open University Press.
- Ball, S.J. (2003) *Class strategies and the educational market: the middle class and social advantage*, London:RoutledgeFalmer.
- Hall, D. and Raffo, C. (2009) New Labour and breaking the education and poverty link: a conceptual account of its educational policies, in Chapman, C. and Gunter, H. (2009) *Radical Reforms: Perspectives on an era of educational change*, London: Routledge
- Lipman, P. (2004) *High stakes education*, London: RoutledgeFalmer.
- Lupton, R. (2005) Social justice and school improvement: improving the quality of schooling in the poorest neighbourhoods, *British Educational Research Journal*, 31:5, 589-604
- Maguire, M., Wooldridge, T. and Pratt-Adams, S. (2006) *The Urban Primary School*, Maidenhead, Berkshire: Open University Press

#### Leading Educational Change in Urban Contexts

- Ainscow and West, M (2006) *Urban School Improvement: Leadership and Collaboration*. Buckingham: OU Press
- Chapman C and Gunter H.M (2009) *Radical reforms: Reflecting on an era of educational change*, London: Routledge
- Fullan, M (2006) *Turnaround Leadership*, San Francisco, CA: Jossey Bass
- Gunter, H.M. (2001) *Leaders and Leadership in Education*. London: PCP.
- Smyth, J. (1989) *Critical Perspectives on Educational Leadership*. London: Routledge

### Induction

The first session, including induction, will take place on **Saturday 20<sup>th</sup> September 2014, 10.30am - 4.30pm**, in room **C5.1 the Ellen Wilkinson Building**. This is building number 77 on the campus map, located behind the Academy on Oxford Road. There are plenty of buses which service Oxford Road to/from the city centre, or if you are coming by car, off street parking can be limited but the Dilworth Street car park at the side of the building can be entered for only £2. Local on street parking is generally fairly easy on a Saturday. Map details can be found at:

<http://www.manchester.ac.uk/aboutus/travel/maps/>

Please endeavour to be prompt to ensure you don't miss any important information.

### Dates for Semester 1 - EDUC79981 Contemporary Issues in Education

Please note that while we intend to stick to the advertised dates, it is occasionally necessary to change session dates and/or locations due to staffing, facilities or adverse weather. You will be advised as soon as possible should this be the case via email and messages on Blackboard. All Manchester sessions are in the Ellen Wilkinson building and all Sheffield sessions at Sheffield Hallam University, see [map](#).

1. **Saturday 11<sup>th</sup> October 2014** at **Sheffield Hallam University**, Stoddart, Room 7140
2. Discussion board 11<sup>th</sup> October to 27<sup>th</sup> October
3. **Saturday 8<sup>th</sup> November 2014**, at **Manchester**, EW, Room C5.1
4. Discussion board 8<sup>th</sup> November to 24<sup>th</sup> November

Assignment submission date is **Monday, 12<sup>th</sup> January 2015**.

I hope that your time with us is enjoyable and that you will benefit from your experiences on the course. The MA Education team and I look forward to getting to know you during your time with us.

With best wishes,

**Ruth McGinity**  
**Programme Director**  
**MA Education (Teach First Leadership)**