

**UNIVERSITY OF MANCHESTER
SCHOOL OF NURSING, MIDWIFERY AND SOCIAL WORK
MA SOCIAL WORK PROGRAMME**

DECLARATION FORM

Please carefully read and answer the important information below

IT Skills

I hold an IT qualification at Level 2 (GCSE or equivalent) or above: YES/NO

I do not hold an IT qualification but regard myself as competent and confident in using the following tools, or recognise that I require further support with this as detailed below. Please note that qualifications in IT are not required prior to entry but given the nature of the work involved in social work education and practice, any areas in which you are not confident at this stage may be highlighted as recommended by areas for further learning prior to commencing the course and certainly prior to your first placement:

Skill	Competent	Not yet competent
Word processing		
Emails		
Use of the internet (searching etc)		
Use of spreadsheets		
Use of databases		

Role Play and Group Work

If successful in gaining a place on the MA Social Work programme, I confirm that I understand participation in role play and group work (as a service user) will be a requirement as part of the course content.

Confidentiality

I understand that any discussions which take place in the context of training and education are confidential to that setting.

If I feel that I need additional support, advice or guidance as a result of participating in educational activities I understand that I can approach a member of the social work team in the first instance.

Occupational Health clearance

I understand upon an offer of a place I must ensure completion and return of the Occupational Health Questionnaire within 4 weeks of the date of offer. Satisfactory health clearance is a condition of any offer of a place. In some cases it may be that pre-course appointments are required and further information requested by the Occupational Health Department in order to make a decision on fitness. Therefore it is imperative that this information is received and any appointments take place as early as possible to avoid withdrawal or deferral of a place.

Disclosure and Barring Service (DBS) Check (previously known as Criminal Record Bureau (CRB) Check). All offers of a place are conditional upon receipt of satisfactory Enhanced DBS checks. Enhanced DBS disclosures must be received and deemed satisfactory prior to commencement of the course.

NAME (please print)

Signature

Date