

Section 6: Programme-related
matters

Guidance note on teaching during the working week

1. The following specific provisions have been approved by the University Board for Teaching, Learning and Student Experience in respect of teaching during the working week:

Wednesday afternoons

2. The University Board for Teaching, Learning and Student Experience has agreed that teaching for undergraduate or postgraduate taught programmes should not normally be timetabled for Wednesday afternoons from 1.00pm onwards, with the following exceptions:
 - a. IWLP modules and other University-wide modules (such as Entrepreneurship);
 - b. modules offered within accelerated Masters programmes;
 - c. fieldwork;
 - d. classes which are double-taught, where students have a choice of which session to attend; and
 - e. teaching sessions which exceptionally have been given prior approval by the relevant Teaching and Learning Dean to be taught on Wednesday afternoons.
3. This restriction on teaching on Wednesday afternoons has been approved to enable students to engage in sports, volunteering and other extra-curricular activities, which generally support the development of a range of skills and contribute to students' employability.
4. Students, when on placement, are exempt from this policy.

Teaching beyond 6pm

5. Teaching for undergraduate or postgraduate taught programmes should not normally, and wherever possible, be timetabled beyond 6pm. The University has an ongoing commitment to student-centric timetabling and to the principles articulated in this Guidance note, wherever possible.

6. Exceptions to this policy