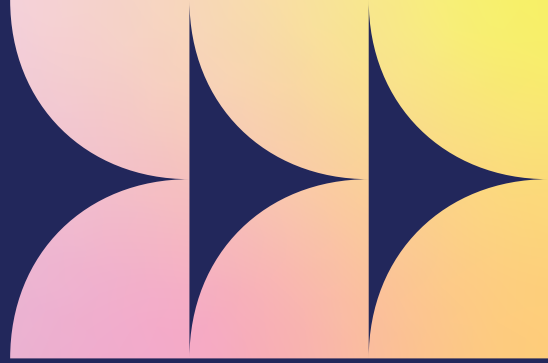




The Open
University



Prisoners'
Education
Trust



Your 2024/2025

Steps to Success Prospectus

**A financially supported entry to an
Open University qualification**



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Start achieving your goals here and now

There's no limit to what you can achieve with The Open University. Unlock a world of possibilities – wherever you are and wherever you want to go.

- Get a step closer to your dream career.
- Gain a globally recognised, high-quality university education.
- Explore your passion and what you're capable of.
- Create a better life for you and your family.
- Start the chapter in your learning journey.

Over two million people have already transformed their futures with us. Now it's your turn.

Welcome to The Open University

- We bring university to you. For over 50 years, we've pioneered supported distance learning and are proud to be a world leader in high-quality distance education.
- Every day, we support our students to achieve their goals around other important things in their lives. It's what we do.
- Since 1969, the quality of our teaching has been at the heart of everything we do, and we are proud to be globally recognised and respected as a leader in distance education, achieving an overall Gold rating in the 2023 Teaching Excellence Framework.





Boost your confidence with an Access module

An Access module is a great place to start if you want a gentle introduction to Open University study.

It can help you find out more about your interests and where you want your learning to take you.

There are four modules you can choose from. Each is perfect preparation for an Open University qualification:

- *Arts and languages Access module* (Y031)
- *Business and law Access module* (Y035)
- *Psychology, social science and wellbeing Access module* (Y034)
- *Science, technology and maths Access module* (Y033).

For more information about these modules, see pages 4–11.

You're in control of your starting point

We're different to other universities because we're open to people based on their potential rather than their prior qualifications. Our students come from a diverse range of educational backgrounds.

We offer a choice of starting points depending on how confident you are in your study skills.

However, you'll need to satisfy your education department or learning centre that you're ready to take on OU study.

Start dates and study duration

Access modules start in February, May and October. They're always 30 weeks long, and most students study for about nine hours a week. We recommend that you apply early to guarantee your place.

Entry requirements

Prisoners' Education Trust (PET) and the prison service requires that you can demonstrate a good understanding of literacy and numeracy before attempting Higher Education studies, this is usually presented in GCSEs or equivalent.

No exam

Your work on the Access module will be assessed through short written assignments plus a few smaller pieces of assessed work.

All study materials included

Our study materials will develop not only your knowledge, but your skills and confidence too.

Need more information

Advice about the Access modules and study with the OU is also available from our prospectus, *Studying with The Open University: A guide for learners in Secure Environments*. Or you can ask your Education Manager to contact our Students in Secure Environments Registration Team.

Why choose us?

You can be confident we're the right choice for you. Here's why.

1. We're open to all

It doesn't matter where you start from. It's where you want to be – and how determined you are to get there – that counts.

2. You'll learn from the best

We are experts in part-time study. More adults choose the OU than anywhere else.

3. We'll help you all the way

Our unrivalled understanding of learners and their requirements means you'll always get the right support to help you succeed.

4. You can trust us

We have been leading the way in supported distance learning for over 50 years, ensuring education is accessible to all.

Studying with the OU

- **Developing your employability:** We can help you identify the skills you're developing that are directly relevant to the workplace. For example, time management, determination, self-motivation, managing and improving your learning, communication, IT skills, commercial and global awareness, and the practical

and professional skills that employers are looking for.

- **Professional relevance:** Many modules and qualifications have been developed in collaboration with professional bodies, leading public and private sector industry experts and sector skills councils.
- **Recognition:** As one of the UK's leading universities, our qualifications are recognised by academic institutions and professional bodies in the UK, the European Union and the rest of the world.

Expert support

You'll have a tutor who'll provide regular support throughout your study, along with providing written feedback on your work. You'll also have a dedicated support team to help with any general queries about your studies.

Careers and employability service

Wondering which qualifications will improve your job prospects or help you branch out into a new career? Our Careers Consultants can help you:

- explore career options and plan a pathway towards your goal
- discuss ways of gaining relevant experience
- identify skills, so you can present yourself well in a job application

- receive feedback on your CV and improve your application skills
- discuss job seeking and issues around disclosing your sentence.

Career Planning Guide

Our Career Planning Guide covers all aspects of planning your career and includes:

- identifying your skills and exploring career options
- CVs, covering letters, job application forms and interviews
- advice on disclosing a criminal record.

The guide is available on the Virtual Campus. Your education department should have a hard copy. It can also be requested if you do not have access to a copy in your education department or the Virtual Campus.

Job Profiles

A job profile describes duties, entry routes, salary, as well as employers and vacancy sources. It will help you decide which job is right for you. You can write to the Careers team to ask for print versions of job profiles for careers which interest you.

How to contact the careers team

All communication must be through your education department. Depending on where you are, communication may be by:

Letter – Your education department will have our contact details.

Phone – Phone interviews may not always be possible and are at the prisons discretion.

You can get in touch as often as you need to and you're eligible for career support when you register for a module. The service continues for up to three years after you have finished studying with us.



Starting your journey with the OU

The Steps to Success Scheme, funded by the Prisoners' Education Trust (PET), helps to open the world of higher education to those who want to improve their lives. We take your goals seriously, and we are here to help you succeed.

Everything you need to know about how to start your journey with the OU is right here. Read on and find out why we have some of the most satisfied students in the UK, then follow these simple steps to join them.

1. Choose your module

Choose which of our four Access modules you're interested in. For more information on the modules, see pages 4–11.

2. Contact us

Ask your education department to contact us. Our dedicated Students in Secure Environments (SiSE) Registration Team will provide advice about how you can apply and the information we'll need in order to register you on an Access module.

3. Reserve a place

Submit an application form to your education department. To study with the OU you will need the approval of the Prison Governor or their appointed representative.

Ask your education department to contact our SiSE Registration Team to reserve your place. Once your place is reserved you will receive a registration pack and confirmation of the final dates for enrolment.

4. Arrange your funding

PET provide funding for distance learning courses. Send them your completed funding application. See page 12 for more information.

5. Complete your registration

Once PET has received your completed application form, they will assess it, and if approved, they'll send a sponsorship agreement to The Open University.

To proceed with registration onto your chosen Access module we'll need two forms:

- The sponsorship agreement from PET.
- Your signed registration agreement.

Once we have both of these documents, we'll complete the registration, and everything is done on your end. Shortly before your module starts, we'll send you your course materials and your login details if the module is available on the Virtual Campus, and you can start studying.



Arts and languages Access module (Y031)

Kick start your learning with this broad introduction to arts, humanities, language and culture.

Through the central theme of 'protest' you'll explore the fascinating and interrelated areas of arts, humanities and language. You'll develop knowledge of topics, including:

- history
- art history
- English literature
- English language studies.

You'll also touch on areas of popular music, modern languages, classical studies, creative writing and religious studies.

Each subject will be introduced and explained at a comfortable pace, ideal if you have little or no prior knowledge.

The module is divided into three blocks:

Block 1: Finding your voice

Focusing on English literature and English language, block 1 develops your understanding of both your own and other people's voices.

The block explores how language is:

- used to communicate
- adapted for different purposes
- used to persuade and engage
- employed as a means of cultural expression.

Through the theme of protest, you'll be introduced to language in its various spoken and written forms, including protest poetry.

You'll also study different examples of poetry to develop an understanding of how poems create meaning, including pieces by Wilfred Owen and Benjamin Zephaniah.

Block 2: Speaking out

Block 2 widens your study of language to consider popular culture and the wider language of protest evident within:

- music
- media
- politics
- sport.

You'll consider what impact dialect and pronunciation have on how meaning is produced by looking at contemporary contexts, drawing particularly on examples from hip hop and song.

Your focus will then move to history and the struggle for the vote in Britain, and the protest movement that surrounded it. This includes investigating the role of protest in politics and the media.

You'll develop new skills for approaching historical sources which will expand on the literary analysis you applied in block 1.

Block 3: Visions of protest

Block 3 moves on to consider the relationship between art and protest.

You'll be introduced to the study of visual arts by looking at a selection of works that have been nominated for the Turner Prize. By uncovering the techniques used by art critics, you will learn how to interpret the message, identity, and voice of the artist.

You'll then explore some diverse case studies including:

- A painting by Picasso.
- A display at St. Mungo's Museum of Religious Life and Art.
- Graffiti as street art.
- Symbolism and language used in football banners.

These case studies will give you the opportunity to build on what you have learnt so far and incorporate a wider range of academic disciplines such as history, art history, religious studies, and linguistics.

You will also be able to participate in activities which will help you to make decisions about your future study plans.

Next steps

The *Arts and languages Access module* (Y031) is ideal preparation for studying towards a range of modules and qualifications, a small selection of which are shown below.

Details of funding available can be found in *Studying with The Open University: A guide for learners in Secure Environments*.

Arts and Humanities

Modules

Discovering the arts and humanities (A111) (60 credits)

This module introduces you to the study of the arts and humanities at university level. It presents a broad survey of works of art, people, events, practices and ideas from three thousand years ago to today.

Qualifications

- BA (Hons) Arts and Humanities (R14)
- BA (Hons) English Language and Literature (Q39)
- BA (Hons) Classical Studies (Q85)
- Diploma of Higher Education in Arts and Humanities (W59)
- Certificate of Higher Education in Arts and Humanities (T32)

Languages

Modules

French studies 1 (intermediate) (L112) (30 credits)

Develop your confidence in French at intermediate level, expand your knowledge of French-speaking societies and cultures as well as your academic, digital and employability skills.

German studies 1 (intermediate) (L113) (30 credits)

Develop your confidence in German at intermediate level, expand your knowledge of German-speaking societies and cultures as well as your academic, digital and employability skills.

Spanish studies 1 (intermediate) (L116) (30 credits)

Develop your confidence in Spanish at intermediate level, expand your knowledge of Spanish-speaking societies and cultures as well as your academic, digital and employability skills.

Qualifications

- BA (Hons) Language Studies (Q30)
- Diploma of Higher Education in Language Studies (W41)
- Certificate of Higher Education in Language Studies (T21)

Open qualifications

In addition to our named qualifications, we also offer three Open qualifications, including a degree. As our most popular programme, it offers you the flexibility to build a qualification that suits your ambitions.

Your Access module could be an additional preparatory stage towards any qualification, so if you're unsure which to choose right now, an Open qualification may be the choice for you.

For more information, please ask your education department for a copy of *Studying with The Open University: A guide for learners in Secure Environments*.



Business and law Access module (Y035)

Explore what makes a business soar, and how laws affect our everyday lives. Immerse yourself in some of the key areas of business and law.

Each subject will be introduced and explained at a comfortable pace over 30 weeks, ideal if you have little or no prior knowledge. For anything you're unsure of, you'll have the specialist and dedicated support you'd expect from The Open University.

The module is divided into three blocks:

Block 1: Business, law and everyday life

You'll start the module by meeting your case study characters. By following them through their first steps of setting up a business and learning about the legal system, you'll develop exciting insights into how business affects their lives and what roles business and law play in our everyday.

You will consider who counts as a 'legal person' and what that means for businesses, plus the differences between criminal and civil law. You'll delve into what makes something a crime, learn to work with real legal materials and explore how to start a new business.

In this block, there's also an emphasis on developing your study habits. Skills such as using a computer, researching, and academic writing will lay the foundation for your future study.

Block 2: Resolving differences and working together

Block 2 has a wider theme of addressing ways of resolving differences and working together; it builds on your law study from block 1. The block explores parts of the UK legal system by considering when an individual might find themselves in court, why a business might choose to avoid court, and where they turn for legal advice. You'll also learn the significance of age in law – and business – and if someone is in trouble with the law, what the purposes of punishing them are.

Through the business focus of block 2, you will explore the practical and ethical issues small businesses face in sourcing and marketing their products and key considerations, such as:

- how might a small business raise money?
- does it matter where a business is located?
- how do people in large organisations work together?

While exploring these concepts, your online learning skills are developed, including reading and note-taking, and there's a focus on constructing an essay.

Block 3: Business and law case studies

To complete this module you'll explore some in-depth case studies to develop the ideas you studied in blocks 1 and 2. You'll focus on key questions surrounding business and law, such as:

- what is the importance of the age of criminal responsibility? How do we decide what it is, and why does it differ across the UK?
- how do we protect consumers – and businesses – from fake online reviews?
- why was the Supreme Court created, how does it operate in the UK's nations, and what is distinctive about it?
- what happens when a business harms the environment?

By looking holistically at these issues and what you've studied over 30 weeks, you'll develop academic skills of critical evaluation and comparison, and you'll have the opportunity to plan and write an essay to consolidate these essential skills for further study.

Next steps

The *Business and law Access module* (Y035) is ideal preparation for studying towards a range of modules and qualifications, a small selection of which are shown below.

Details of funding available can be found in *Studying with The Open University: A guide for learners in Secure Environments*.

Business and Management

Modules

An introduction to business and management (B100)

This module is an engaging introduction to the fascinating and challenging world of contemporary business and management for all OU business and management qualifications.

Qualifications

- BA (Hons) Business Management (Q91)
- Certificate of Higher Education in Business Management (T27)

Law

Modules

Criminal law and the courts (W111)

This module will introduce you to criminal law and its role within the legal system of England and Wales.

Qualifications

- Bachelor of Laws (Hons) (LLB) (R81)
- Certificate of Higher Education in Law (T49)
- BA (Hons) Criminology and Law (Q92)

Open qualifications

In addition to our named qualifications, we also offer three Open qualifications, including a degree. As our most popular programme, it offers you the flexibility to build a qualification that suits your ambitions.

Your Access module could be an additional preparatory stage towards any qualification, so if you're unsure which to choose right now, an Open qualification may be the choice for you.

For more information, please ask your education department for a copy of *Studying with The Open University: A guide for learners in Secure Environments*.



Psychology, social science and wellbeing Access module (Y034)

Get an introduction to the wide-ranging topics that make up the social sciences.

Over 30 weeks, you'll develop a solid foundation for future study in areas such as:

- psychology
- health and social wellbeing
- sport
- social sciences.

Each subject will be introduced and explained at a comfortable pace, ideal if you have little or no prior knowledge.

The module is divided into three blocks:

Block 1: Who am I?

You'll consider the overarching question of 'Who am I?', including an introduction to genetics and demographics. You'll explore how these assigned or biological factors combine with social elements such as gender, class, and our psychological outlook on life to form the concept of identity.

Block 2: Is it fair?

In this block, you'll address the topic of fairness in several different ways: from the way in which the places we are born and the environment in which we are raised affects our life chances, to the differences between bodies and minds - the physical, practical, and psychological differences. All these differences mean that our 'playing field' may not always be equal.

Block 3: What can be done?

The tensions between nature and nurture, and the dynamic society in which we live, mean that there are choices we can all make in our homes, neighbourhoods, countries, and the planet as a whole to effect change. However, some of these changes may not be as simple as they appear. In this block, you'll examine how the key issues you studied in blocks 1 and 2 can be put into practice.

You will also be able to participate in activities which will help you to make decisions about your future study plans.

Next steps

The *Psychology, social science and wellbeing Access module (Y034)* is ideal preparation for studying towards a range of modules and qualifications, a small selection of which are shown below.

Details of funding available can be found in *Studying with The Open University: A guide for learners in Secure Environments*.

Health and Social Care

Module

Introducing health and social care (K102) (60 credits)

Gain an authoritative overview of health and social care with this key introductory module, using real-life case studies.

Qualifications

- BA (Hons) Health and Social Care (R26)
- Certificate in Health and Social Care (S33)

Psychology and Social Sciences

Module

Introducing the social sciences (DD102) (60 credits)

This module is an ideal introduction to the social sciences, psychology, social policy and criminology, geography and environment, politics and international studies, economics and sociology.

Qualifications

- BA (Hons) Social Sciences (R23)
- BA (Hons) Politics, Philosophy and Economics (Q45)
- BA(Hons) Criminology and Psychology (Q98)
- Certificate of Higher Education in Social Sciences (T06)

Sport, Fitness and Coaching

Module

Introduction to sport and fitness (E117) (60 credits)

This key introductory module provides you with a sound knowledge of some of the key underpinning concepts within sport and fitness.

Qualifications

- BSc (Hons) Sport, Fitness and Coaching (Q76)
- Diploma of Higher Education in Sport and Fitness (W07)

Open qualifications

In addition to our named qualifications, we also offer three Open qualifications, including a degree. As our most popular programme, it offers you the flexibility to build a qualification that suits your ambitions.

Your Access module could be an additional preparatory stage towards any qualification, so if you're unsure which to choose right now, an Open qualification may be the choice for you.

For more information, please ask your education department for a copy of *Studying with The Open University: A guide for learners in Secure Environments*.



Science, technology and maths Access module (Y033)

Science, technology, engineering and mathematics (STEM) are broad and fascinating subjects that challenge and excite.

With a mix of theoretical study and some practical experiments, this Access module can help you build up the skills to be successful at further OU study in STEM subjects, no matter where you're starting from.

You'll gain a base of knowledge in subjects such as:

- science
- engineering and design
- environment
- mathematics
- computing and IT.

Each subject will be introduced and explained at a comfortable pace, ideal if you have little or no prior knowledge.

The module is divided into three blocks:

Block 1: Life

Block 1 starts with biological and ecological ideas and uses varied examples to describe relationships between plants, animals and the wider environment. You'll learn about the unique role of humans, exploring how farming and conservation have changed the environment to suit our needs. You'll consider how we can tell what effect current lifestyles have on the environment, through the introduction of the ecological footprint model, sustainable living and species conservation.

This block also introduces key mathematical ideas and techniques to help you tackle everyday mathematical problems.

Block 2: Water

Water is essential for life and key to how we live. Block 2 investigates how water has shaped our planet and our lives. Through this focus on water, you'll learn and develop skills that will aid your practical understanding of a variety of tools used in science.

You'll investigate the presence of water in potatoes and how water is required for yeast to respire. Through these experiments, you'll learn about using experimental data to develop and refine hypotheses. Underpinning this is some essential mathematics and further computing skills.

Block 3: Home

Block 3 will give you the chance to explore subjects of design, engineering and computing around the central concept of home. You'll find out how homes are designed and can be improved using engineering and computing. In this practical block, you'll have the opportunity to complete several design, engineering, and computing activities and experiments. You'll continue to learn mathematics and IT skills to support your study of computing and engineering concepts.

Towards the end of the module, activities will become available to help you make decisions about your future study plans.

Next steps

The *Science, technology and maths Access module (Y033)* is ideal preparation for studying towards a range of modules and qualifications, a small selection of which are shown below.

Details of funding available can be found in *Studying with The Open University: A guide for learners in Secure Environments*.

Environment

Module

Environment: journeys through a changing world (U116) (60 credits)

This module introduces studying the environment and explores the issues arising from environmental change around the globe and the ways in which these challenges are being addressed.

Qualifications

- BA (Hons) Environmental Studies (Q52)
- Certificate of Higher Education in Environment (T16)

Mathematics and Statistics

Module

Discovering mathematics (MU123) (60 credits)

This key introductory module introduces and helps integrate key ideas from statistics, algebra, geometry and trigonometry into your everyday thinking to build your confidence in learning and using mathematics.

Qualifications

- BSc (Hons) Mathematics (Q31)
- BSc (Hons) Mathematics and Statistics (Q36)
- Certificate of Higher Education in Mathematical Sciences (T14)

Science

Module

Questions in science (S111) (60 credits)

This is a key introductory science module that encompasses astronomy and planetary science; biology; chemistry; earth and environmental sciences; and physics.

Qualifications

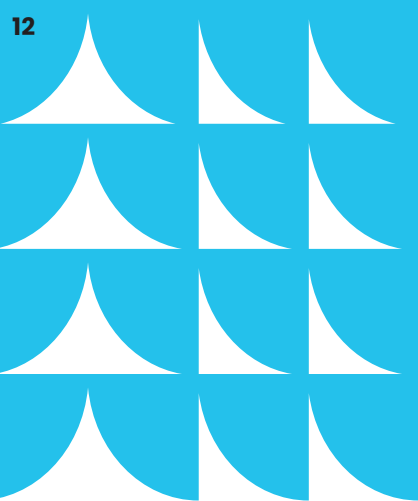
- Diploma of Higher Education in Natural Sciences (W37)
- Certificate in Astronomy and Planetary Science (S10)

Open qualifications

In addition to our named qualifications, we also offer three Open qualifications, including a degree. As our most popular programme, it offers you the flexibility to build a qualification that suits your ambitions.

Your Access module could be an additional preparatory stage towards any qualification, so if you're unsure which to choose right now, an Open qualification may be the choice for you.

For more information, please ask your education department for a copy of *Studying with The Open University: A guide for learners in Secure Environments*.



Steps to Success – funding

The Steps to Success Scheme allows you to begin your studies with a grant from the Prisoners’ Education Trust (PET).

To qualify for a place you must:

- be serving a sentence of imprisonment in the UK
- be ordinarily resident in England or Wales (time spent in prison does not count towards your residency)
- be a UK national or have settled status in the UK under the terms of the Immigration Act 1971
- have not completed a NQF level 4/SCQF level 7 qualification or above
- have authorisation from the Prison Governor or their appointed representative to study an Access module
- have an earliest release date that is within eight years of the first day of the first academic year for your Access module
- have at least six months left on your sentence on the first day of the first academic year

If you’re applying to PET for funding, you’ll also need to meet their funding and application criteria. Contact your education department for more details.

The Open University SiSE Registration Team will be able to advise on residency requirements and answer any queries you have.

How do I apply?

1. Choose your Access module and apply to your education department.
2. Ask your education department to contact us. Our dedicated SiSE Registration Team will advise them on how you can apply and the information we will need in order to register you on an Access module.

3. We will email your reservation form to your education department. Once we receive the completed form back, your reservation can be made. You will then receive a registration pack and confirmation of the final dates for enrolment.
4. Once you have the OU registration agreement, you need to complete the form and return it to our SiSE Registration Team.
5. Ask your education department for the PET funding application form. They will send PET your completed application explaining why you want to study an Access module. PET will consider your application and decide whether you meet their criteria for funding.
6. If approved, PET will send you a letter informing you of the outcome and inform the OU of the outcome of the funding.

If you are successful your Access module will be fully funded through a grant from PET.



Study using the Virtual Campus

You can study most of our Access modules using the Virtual Campus (VC).

This is a secure Virtual Learning Environment (VLE), which has been developed for use in prisons in England and Wales. Through the VLE, you can access a range of information, communication facilities, educational and other resources, which will support your study.

Once you've registered on your module and have your funding in place, if your module is available on the VC, we'll send you login details and information about how you can study using this secure VLE.

You'll be able to:

- view all the audio-visual material you need
- take part in module quizzes and interactive activities
- complete your interactive computer-marked assignments (iCMAs)
- contact your tutor through a secure relay messaging service.

In fact, you'll have the same study experience as any other Open University student studying an Access module.

Once you've registered your place with us, talk to your education department about using the VC.



For modules on the Virtual Campus, all the audio and video materials as well as module quizzes and interactive activities are available to view.

The offline pack

Don't worry if you can't access the VC, all students receive an offline pack with all the study materials you need.

All of these materials are included as part of your funded place through the Steps to Success Scheme.

Get in touch

In England

- Call **0300 303 6789**
- Email sr-sise@open.ac.uk

Students in Secure Environments Registration Team

Students in Secure Environments
Student Recruitment
The Open University
Berrill Building
Milton Keynes
MK7 6AA

In Wales

- Call **(0)29 2047 1170**
- Email wales-sise@open.ac.uk

Student Recruitment and Support Services

Students in Secure
Environments Team
The Open University in Wales
18 Custom House Street
Cardiff
CF10 1AP

Steps to Success is funded by the Prisoners' Education Trust

- Call **020 3752 5680**
- Email acesstolearning@prisonerseducation.org.uk

Prisoners' Education Trust

The Foundry
17 Oval Way
London
SE11 5RR

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