SECTION 1: PROGRAMME OF STUDY

Award and Title: Post-Graduate Certificate in Circus Arts

Length of Programme: One (1) Academic Year of between 36 – 38 weeks

Mode/s of Study: Full-time

Proposed Minimum/Maximum Annual Student Intake: 1/10

Department responsible for Programme Management: Higher Education Degree Programme, Circus Space

Tuition Fees: Standard

Proposed Start Date: 06 September 2010

Associate College: Circus Space/Conservatoire for Dance and Drama

University Faculty responsible for the programme: Faculty of Humanities
The Postgraduate Certificate in Circus Arts

Circus Space

UNIVERSITY OF KENT AT CANTERBURY
Conservatoire for Dance and Drama
Circus Space

Annex 2

Please note: This specification provides a concise summary of the main features of the programme and the learning outcomes that a typical student might reasonably be expected to achieve and demonstrate if he/she passes the programme. More detailed information on the learning outcomes, content and teaching, learning and assessment methods of each module can be found in the programme Module Handbook. The accuracy of the information contained in this specification is reviewed by the University and may be checked by the Quality Assurance Agency for Higher Education.

Post-Graduate Certificate in Circus Arts

1. Awarding Institution/Body | University of Kent
2. Teaching Institution | Circus Space
3. Teaching Site | Circus Space
4. Programme accredited by: 
5. Final Award | 7
6. Programme | Degree Programme – Circus Space
7. UCAS Code (or other code) 
8. Relevant QAA subject benchmarking group(s) | - QAA UG Dance, Drama and Performance were used as a reference and the aims and outcomes of this programme will exceed the UG standard. - Draft QAA Master’s Benchmarks Statements
9. Date of production | October 2009
10. Applicable cohort(s) | 2010/2011

11. Educational Aims of the Programme

The programme aims to:

1. Develop professional competence appropriate to post-graduate work – by instructing the students in advanced and specialised technical skills associated with performance abilities anchored in creative originality.

2. Nurture and sustain an educationally stimulating environment – by providing educational situations which will allow the student to confront complex problems requiring innovative performance solutions in order to attain desired outcomes.

3. Promote critical appreciation and awareness of a range of circus performance contexts – by requiring that the student implement extensive personal and professional research which will encourage them to develop their ability, and to develop reasoned analysis and effective evaluation processes, to identify potential circus related problems.

4. Develop extensive communication skills – by offering opportunities in which students can improve their ability to clearly express ideas, complex concepts and information in the context of professional expectations.

5. Encourage full responsibility for personal development – by nurturing, and expecting, a demonstrable commitment from each student to the advancement of circus as an art-form and of each individual as a circus artist once they have left the course.

6. Instil a high level of autonomous work practices – by enabling students to become
12. Programme Outcomes
The programme provides opportunities for students to develop and demonstrate knowledge and understanding, qualities, skills and other attributes in the following areas. The programme outcomes have references to the subject benchmarking statement for QAA UG Dance, Drama and Performance as well as the Draft QAA Master’s Benchmark Statements. However, the outcomes of this programme will be of Level 7 standard and therefore exceed the level of outcomes referred to.

By that, staff will expect at Post Graduate Level that students:
- Demonstrate a higher degree of autonomy supported by a finer analysis of their specific physical and creative needs associated with a more proactive response to addressing these needs.
- In creative situations propose more innovative and pertinent solutions to the problems encountered while at the same time being sensitive to the over-all aims of the production.
- Possess a finer critique of all types of performances, but with particular emphasis on the quality of circus-related performances.
- In their own performance creations demonstrate a depth of conception coherent with the level of analysis demonstrated above.
- Be competent in integrating their life experience into the course experience in order to draw out a richer result.

We feel that at this stage it is important to make these distinctions as the implementation of this programme is a unique advancement in the provision of circus arts training and therefore essential that we set the standard for future Post Graduate programmes in Circus Arts.

<table>
<thead>
<tr>
<th>Knowledge and Understanding</th>
<th>Teaching/learning and assessment methods and strategies used to enable outcomes to be achieved and demonstrated</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>A. Knowledge and Understanding of (ref. QAA 4.2):</strong></td>
<td>Different teaching methods are used for different learning outcomes and contexts; however no learning outcome is acquired exclusively by one method.</td>
</tr>
<tr>
<td>1. An advanced understanding of a specific circus discipline consistent with post-graduate level work and acceptable for entry into the profession.</td>
<td>The following methods are used on the course. (Approximately in order of frequency):</td>
</tr>
<tr>
<td>2. Knowledge of models of practice and procedures applied within a range of complex performance situations.</td>
<td>- Practical tutor-led sessions</td>
</tr>
<tr>
<td>3. Knowledge of the role of the circus performer in relation to other roles involved with a production/performance situation.</td>
<td>- Group learning and individual learning in intensive workshop situations</td>
</tr>
</tbody>
</table>

**Skills and Other Attributes**

| **B. Intellectual Skills (ref. QAA 5.1):** | |
| 4. Critical understanding of the requirements needed to master the management of physical, technical and artistic development. | |
| 5. Understanding of the creative process and how to implement it in | |
The Postgraduate Certificate in Circus Arts

Methods and strategies of summative (quantified) assessment used will be drawn from the following:
- Continuous assessment of practical coursework (group or individual)
- Written coursework (eg essays, portfolios, Skills Record Book)
- seminars, performance story-boards, oral presentations);
- Examination of practical (eg internal (restricted) and/or public performances)

Subject Specific Skills and the Transferable Skills are interwoven through the course and are taught and assessed as above with particular emphasis for skills on teaching and learning through practical workshop and rehearsal and/or creative sessions in dedicated performance spaces. These sessions could be coupled with small group or individual supervision and tutorials.

These areas may be assessed using the variety of methods outlined above, but with emphasis on the assessment of contribution to the process of adapting circus specific skills in the creative process, and the achievement in the outcome of the process.

| 6. Ability to record and critically analyse the performance making process. |
| 7. Analytical and reflective skills gained through experimentation in circus discipline training or the circus creation process. |
| 8. Critical reasoning skills developed through exposure to a range of circus performances. |
| 9. Highly developed ability to evaluate personal knowledge and how to draw on that to find creative solutions to technical or performance related problems. |

**C. Subject-specific Skills (Circus and Performance Skills) ref. QAA 5.1:**

| 10. A high level of competency in a specific circus discipline consistent with post-graduate level work and appropriate for entry into the profession. (QAA 5.1) |
| 11. A critical understanding of the broader processes involved in circus production in a variety of complex performance contexts. (QAA 5.1) |
| 12. The ability to propose innovative and creative solutions in relation to a specific circus discipline in potentially complex and varied performance situations. (QAA 5.1) |

**D. Transferable Skills (ref. QAA 5.2):**

| 13. The ability to evaluate their own professional and personal development, as well as the ability to recognise the limits of their current knowledge, through a process of extensive reflection and self-appraisal. |
| 14. The ability to demonstrate effective time-management skills consistent with post-graduate level work. |
| 15. The ability to identify Health and Safety issues and to undertake risk assessments consistent with industry requirements. |
| 16. Understand the importance of an approach to life-long learning and the ability to undertake appropriate further training of a professional or equivalent nature. |
| 17. The ability to communicate |

the development of distinctive personal or collective performance pieces.
effectively in a variety of professional contexts, with the ability to communicate information to both specialist and non-specialist audiences.

18. The ability to undertake independent investigation, retrieval and management of information, including the appropriate use of original specialist materials specific to their chosen discipline consistent with post-graduate level work.

19. Knowledge in the use of information technology; internet, e-mail, word-processing and spreadsheet software as well as tools specific to their specific professional needs.

20. The ability to collaborate with others through the exercise of initiative and personal responsibility.

For more information on which modules provide which skills, see the module handbook. Modules may address certain learning outcomes more obviously than others (the devising of an ensemble performance obviously addresses “the ability to collaborate with others through the exercise of initiative and personal responsibility”) but all learning experiences on the course address all learning outcomes in some proportion. Progress towards the achievement of the learning outcomes will be assessed regularly and feedback provided.

13. **Programme Structures and Requirements, Levels, Modules, Credits and Awards** – 60 credits for a Post Graduate Certificate in Circus Arts

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
<th>Level</th>
<th>Credits</th>
<th>Term(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>CA401</td>
<td>Circus Arts and Performance Skills III</td>
<td>7</td>
<td>20</td>
<td>Autumn, Spring, Summer</td>
</tr>
<tr>
<td>CA402</td>
<td>Ensemble Performance</td>
<td>7</td>
<td>15</td>
<td>Summer</td>
</tr>
<tr>
<td>CA403</td>
<td>The Business Plan</td>
<td>7</td>
<td>10</td>
<td>Autumn, Spring</td>
</tr>
<tr>
<td>CA404</td>
<td>Negotiated Performance</td>
<td>7</td>
<td>15</td>
<td>Spring</td>
</tr>
</tbody>
</table>

14. **Work-Based Learning**
Where relevant to the programme of study, provide details of any work-based learning element, inclusive of employer details, delivery, assessment and support for students.

- There is no work-based learning provided on the course
**15. Support for Students and their Learning**

- The course is administered by the Degree Administration Team, comprised of:
  - the Higher Education Course Director,
  - the Head of Studies,
  - The Registrar,
  - the Course Administrator,
  - the Head of Acrobatics,
  - the Head of Aerial
  - the Head of Juggling as well as a Head of Performance;
- The Degree Administration Team is responsible for overseeing student progress and will identify and contact any student experiencing difficulty or needing particular help or attention, offering them support and/or referring them on other sources of aid;
- The Higher Education Course Director, with the Registrar and the Head of Studies, briefs students on course content and assessment procedures. All members of the Degree Administration Team are also available to offer advice to students on their marks and to counsel them in academic matters. The Registrar deals with extensions on deadlines for coursework and considers cases of students unable to submit work due to illness or unforeseen circumstances. The Degree Administration Team is also responsible for overseeing all course programming;
- The Course Administrator assists students in administrative matters;
- Heads of Discipline for each major circus grouping (Aerial, Acrobatics, Juggling as well as Performance) assist and guide the students through their progression in their specific circus discipline and performance skills. They are also responsible for specific course programming;
- The Head of Performance, assisted by a range of specific tutors, feedback on performance development and are responsible for artistic input in the teaching of technical skills;
- Students are encouraged to seek advice from any member of staff concerning any matters of academic or non-academic concern. However, the Registrar is responsible for the management of all matters relating to Specific Learning Needs. The Registrar then coordinates this information with the appropriate members of the Degree Administration Team and the teaching staff;
- Student Support Services are available for students requiring other specific assistance during the course;
- An Academic Board is held every term. Each Academic Board deals with standing items related to the management of the specific academic requirements of the entire HE programme at Circus Space. Membership includes all of the Degree Administration Team, as well as representatives from the teaching staff and the student body. The Chair of the Academic Board is the Chief Executive of Circus Space. All minutes of the Academic Board are transmitted to the Board of Directors of Circus Space as well as to the Academic Board of The Conservatoire for Dance and Drama;
- A Learning and Teaching Committee is held each term, alternating with the Academic Board. Each Learning and Teaching Committee deals with standing items related to the management of the specific Learning and Teaching requirements of the entire HE programme at Circus Space. Membership includes all of the Degree Administration Team, as well as representatives from the teaching staff and the student body. The Chair of the Learning and Teaching Committee is the Higher Education Courses Director of Circus Space;
- Student Progress Meets are held at the end of every term in order to establish and finalise all marks for students on the Degree Programme, both at undergraduate and post-graduate level. Membership includes all teachers responsible for assessment during the term in question, all Heads of Discipline, the Head of Studies. The HE Courses Director chairs the Student Progress Meet;
- A Staff/Student Liaison Meet is held monthly with representatives of each Intake
of students in order to deal with housekeeping issues and specific matters related to day-to-day activities on the course;

- A weekly Degree Administration Team Meet is held in order to manage urgent student matters (academic, skill-related and circus material related) and to receive Physio information about any student with injury;
- Physio facilities are provided (three full days per week) free of charge to students in order to deal with their circus related injuries. Optional complementary insurance coverage is also available to all students;
- A Study Centre containing course related information in the form of reading material and a DVD archive of circus performances, as well as computer work stations with Internet access, is available for student use. Inductions to the facilities are offered by a variety of visiting lecturers;
- A Course Handbook, is compiled (and up-dated annually) in order to provide clear advice on who to see for particular problems as well as specific information on; staff and facilities, programme structure, module delivery (including style sheets for essays), assessment (including criteria for assessment, student support and guidance. As well as general regulations concerning activities at Circus Space and on the course;
- Module Handbooks are provided for each year of the course (Foundation Degree Years 1 and 2, BA(Hons) Degree and Post-graduate Diploma Year) which specify the particular activities related to all modules in any given year of study. They also contain calendars for assessment, deadline dates for written requirements and a host of other module-related information. These are also up-dated annually;
- A series of Inductions to the Health and Safety practices specific to circus arts training, as well as inductions specific to material and spaces used during the course, will be held;
- Circus Space is also a member of The European Federation of Professional Circus Schools (FEDEC) and through this affiliation can provide opportunities for student exchange and teacher exchange throughout other circus training facilities in Europe.
- Appeals by unsuccessful applicants will be dealt with following CDD guidelines.

16. Entry Profile

Entry Route
For fuller information, please refer to the University prospectus

- Admission is by audition and interview. All students submitting an application form for the course will be asked to audition;
- Students should normally have a mature attitude and commitment, as well as verifiable circus-performance experience, on entry. No specific upper age limit is set for mature students;
- Indicative requirements would normally require a degree at Level 6 in addition to a Foundation Degree in Circus Arts, or equivalent, from another recognised circus training institution. Additional requirements could include a BA (Hons) Degree in a performance related subject;
- Candidates who are able to demonstrate their potential successfully to complete a Degree programme at post-graduate level will also be considered on the basis of previous experience. In order to evaluate this, all potential candidates will need to provide a written explanation of their Post Graduate project in the application form and all candidates will be required to undertake an entrance interview attended by a panel composed of the Course Director, relevant Heads of Discipline for Circus Practice and the Academic Coordinator for Post Graduates where they will elaborate on the concepts and aims of the proposal;
- A physical presentation using Circus Arts, of a minimum length of seven (7) minutes will be required.
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Applicants will also have to show clearly their vocational intent and potential for professional employment in the field of contemporary circus performance;

A satisfactory medical fitness report signed by both a physiotherapist and a doctor is required;

Overseas candidates require an IELTS of 6.5 as per University of Kent requirements.

All candidates that meet these requirements and who have completed and submitted an application form will be offered a place at a scheduled audition by representatives of the Degree staff.

Appeals by unsuccessful applicants will be managed following CDD guidelines.

What does this programme have to offer?

- **Purpose-built facilities specifically suited for full-time circus arts training;**
  - 2 main training spaces (one 20m x 14m x 7.5m and another 25m x 17m x 11) which are fully-riggable for aerial activities and equipped for acrobatic activities. One of these spaces has a sprung floor suitable for movement activities.
  - Two studio for more intimate work (11m x 5.5m x 3.5m) and (20m x 5.5 x 3.5).
  - A fully sprung acrobatic studio for specific acrobatic training.
  - A studio specifically rigged for static trapeze work (11m x 5.5m x 7.5m)
  - Production facilities (lighting, sound equipment, blacks, etc..) for performance use.
  - A specific Creation Studio (16m x 9m x 10m) available during production periods, but which is essentially used for Further Education of professional circus artists.
  - A Library equipped with circus related books, DVDs and 10 computer stations with internet access. WIFI is also available in order to accommodate the increase in the number of students with their own IT equipment.
  - Experienced teaching and administrative staff, knowledgeable of the circus arts and the business of circus;
  - Permanent contact with professional practitioners, agents and creators;
  - Global contacts with other circus training institutions through affiliation to the European Federation of Professional Circus Schools (FEDEC);
  - Staff philosophy dedicated to the art of circus as a means of expression and not simply a demonstration of physical ability;
  - Access to major circus and performance related events facilitated by being centrally located in London.

**Personal Profile**

- A demonstrable commitment to the practice of creating circus;
- An intellectual interest in the processes involved in creating interesting circus performance;
- An enthusiasm for group work;
- The ability to self-motivate;
- The desire to engage in the creation of circus both in theory and in practice.
### Mechanisms for review and evaluation of teaching, learning, assessment, the curriculum and outcome standards

- Annual review of the programme and course modules, their delivery and their assessment through a Learning and Teaching Committee that meets once every term and which is attended by designated members of staff and student representatives;
- Academic Board, held once every term;
- Participation in examining process by External Examiners with External Examiner's reports and our responses to those reports;
- Weekly, minuted, Degree Administration Team Meetings;
- Regular, minuted meetings of the entire teaching staff, one per term at the moment of the Student Progress Meet;
- Interim Programme and Module Review Meets, as standing items in the Learning and Teaching Committee;
- Termly Student Progress meetings, attended by Heads of Disciplines and tutors responsible for individual modules of study;
- A process of double marking on all modules;
- Appropriate teaching qualifications of staff, if applicable;
- Staff appraisals;
- Inductions, mentoring and support of new staff new to the delivery of circus arts education at Post Graduate level provided through CDD initiatives and collaborations with staff of other affiliates with similar experience of assessment and teaching;
- Many projects are seen by the general public;
- Course review carried out in collaboration with representatives of the circus profession possessing a varied experience in a range of circus expression contexts;
- External reviews of the provision by recognised organisations;
- Student programme evaluation questionnaire taken at the end of each term and with each year group;
- A clearly articulated assessment process with consistent and fair marking procedures allied to specific criteria of assessment;
- University periodic programme review by the University of Kent;
- QAA Institutional Audit.

### Committees with responsibility for monitoring and evaluating quality and standards

- Monthly Staff/Student Liaison meetings, attended by a tutors responsible for the co-ordination of the course and student representatives;
- The Academic Board of Circus Space - the committee responsible for the programme;
- The Learning and Teaching Committee of The Conservatoire for Dance and Drama;
- The Quality Assurance Committee of The Conservatoire for Dance and Drama;
- The Learning and Teaching Committee of the School of Drama, Film and Visual Arts;
- The School Planning Committee;
- The Learning and Teaching Committee of the Faculty of Humanities;
- The University of Kent Learning and Teaching Board;
- The Board of Examiners (including External Examiners).

### Mechanisms for gaining student feedback on the quality of teaching and their learning experience

- Monthly meets with student representatives;
- Periodic course evaluation forms, one per term followed by group review of the resulting information with students and staff;
- Annual programme monitoring reports provided to the validating university and to the Conservatoire for Dance and Drama;
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- End of course evaluation forms;
- Student representation on the Academic Board and the Learning and Teaching Committee;
- Sharing of best practice among affiliates of the Conservatoire for Dance and Drama;
- All staff are available for informal discussions;
- Via formal procedures for complaint listed in University of Kent Regulations, as well as specific procedures within Circus Space and the Conservatoire for Dance and Drama.

**Staff Development priorities include:**

- Development of individual teacher’s approaches to, and skills in, Teaching, Learning and Assessment at Post Graduate Level. The strategy for this would include the development of a Conservative for Dance and Drama PGCert Teaching Qualification and the possibility of collaborating with the University of Kent and the inclusion of Circus Space staff in the PGCHE scheme;
- Support in extending knowledge of circus through facilitating staff presence at circus related events, festivals or conferences;
- Conservatoire specific qualifications implemented gradually;
- Support in extending knowledge of HE procedures and methods, as well as threshold academic and teaching qualifications;
- Health and Safety for all teachers of circus disciplines;
- Mentoring of new staff members;
- Identification of individual staff needs through an annual staff appraisal process;
- Widening participation.

**18. Indicators of Quality and Standards**

- The Degree course as run by Circus Space is considered by the profession to be of a standard equal to European state-run BA Degrees; these being: the Centre National de Arts du Cirque in France and l’Ecole Superieure des Arts du Cirque in Brussels;
- 92% of all graduates are employed in the circus sector three years after graduation;
- Circus Space is a founding member, and currently holds the presidency of The European Federation of Professional Circus Schools (FEDEC);
- Circus Space is an affiliate of The Conservatoire for Dance and Drama.

**The following reference points were used in creating these specifications:**

- The Circus Space Mission Statement;
- Subject Benchmark Statements published by The Quality Assurance Agency for Higher Education for Dance, Drama and Performance;
- The Foundation Degree and the BA (Hons) Degree in Circus Arts validation documents (2005) created in collaboration with The Conservatoire for Dance and Drama;
- Post-Graduate Diploma in Contemporary Dance, London Contemporary Dance School;
- The BA(Hons) Drama and Theatre Studies – University of Kent.