

Leeds Trinity & All Saints

Access Agreement

1 Background and Context

- 1.1 Leeds Trinity & All Saints has a successful history and strong track record in the recruitment of students from underrepresented groups. The Catholic social mission of the College is played out in our desire to empower individuals, regardless of their background or route into higher education, to achieve their true potential and reach the highest standards possible.

2 Objectives

- 2.1 Leeds Trinity & All Saints recognises the opportunities in the implementation of this agreement in providing a focus for the College to further strengthen its record of supporting the widening of access to higher education. The objectives of this agreement build on existing work in key areas and are as follows:
- Develop and sustain appropriate partnerships with schools, colleges, employers, local authorities and other bodies in order to support aspiration raising and access to higher education
 - Further extend outreach activities focussing on low socio-economic areas
 - Provide enhanced support, particularly for new arrivals, for students from under-represented groups to enhance retention and, ultimately, achievement
 - Improve access to clear and direct information assuming no prior knowledge of the HE sector
 - Establish mechanisms for robust data collection and analysis to provide evidential base for success in widening participation activities

3 Duration and Scope of this Agreement

- 3.1 It is envisaged that this agreement will remain current for students commencing study in the three academic years 2009/10, 2010/11 and 2011/12, although Leeds Trinity & All Saints reserves the right to vary the agreement subject to the approval of OFFA during this period.
- 3.2 This agreement relates only to setting of fees and bursaries for undergraduate honours and PGCE programmes.
- 3.3 Fees for foundation degrees, postgraduate provision and all other courses will be determined by the College and approved by the Board of Governors.
- 3.4 Existing students enrolled on undergraduate honours and PGCE programmes before September 2009 will continue to be subject to arrangements for fees and bursaries as laid out in the previous access agreement first submitted to OFFA in November 2004.

4 **Fee Levels**

- 4.1 Leeds Trinity & All Saints will set fees up to the limit allowed from time to time by legislation from the 2009/10 academic year, for its undergraduate honours programmes and PGCE programmes.
- 4.2 Increases in fees for the programmes in 4.1 above will be applied as approved by legislation in line with inflation.
- 4.3 Fee levels and increases for all other programmes will be determined by the College and approved by the Board of Governors.

5 **Financial Support for Students**

5.1 Leeds Trinity & All Saints will introduce a bursary scheme for students first studying from September 2009 on UG honours and PGCE programmes that is informed by the following principles:

- Clear targeting of students who may find cost a barrier to entry into higher education
- Timely supply of information on levels of support and eligibility to effect student personal and financial planning
- A scheme which is simple and easy to understand, particularly for those not familiar with the higher education sector
- A scheme which is relatively easy to administer and sustainable to run for a small institution with limited resources thus realising the maximum amount of money for investment in students
- Protection of the institution from potential cashflow difficulties and loss of income due to early withdrawal

5.2 The College will award a means-tested Leeds Trinity Bursary to students enrolled on undergraduate programmes who are in receipt of a Higher Education Maintenance Grant as follows:

HE Maintenance Grant	Leeds Trinity Bursary
Full grant	£1000 ¹
Partial grant	£500

5.3 As students who enrol on a PGCE programme will have access to funding packages (currently training bursaries) developed by the Training and Development Agency (TDA) the College will not award means-tested bursaries to these students over and above the minimum bursary for 2009/10. The College will keep this situation under review and review this decision should the current training bursary support be withdrawn by the TDA.

¹ This is inclusive of, and not in addition to, the minimum bursary as defined by legislation from time to time.

- 5.4 The bursaries in 5.2 and 5.3 above will be administered by Student Finance Direct under the HEBSS scheme.
- 5.5 Outside the scope of this agreement the College will also offer Excellence Bursaries, designed to attract high quality applicants and Progression Bursaries to assist students who progress from a Foundation Degree at Leeds Trinity & All Saints to an honours top-up programme.

6 **Outreach Activities**

- 6.1 Leeds Trinity & All Saints has a strong track record of attracting under-represented groups into higher education and providing a supportive environment in which they are able to achieve successful outcomes, including progressing into employment. The College has been involved in a range of outreach activities in support of widening participation for many years. It is an active member of the West Yorkshire Aimhigher Partnership and of Higher Education Awareness Raising West Yorkshire (HEARWY), and as such will continue to deliver a range of aspiration and attainment raising activities to young people from Year 6 to Year 13, and their advisors.

- 6.2 Work in the outreach programme includes:

Supporting application to Higher Education in schools and FE colleges in the region

Annual programme of presentations and workshops for students and parents on applying to University, Finance, and University life
Curriculum based progression pathways from local FE Colleges.

Raising aspirations for those from low-participation areas, social backgrounds, or educational establishments ('Fusion')

Annual Year 7 Passport to University day
Annual programme of Aimhigher events for West Yorkshire schools and FE Colleges including Year 9 and 10 Introduction to HE Days
Annual Year 11 Aimhigher (HEFCE funded) Summer School

Raising aspirations for those not expecting to go to university

Student Mentoring programme for Year 10/11 pupils

Supporting mature learners into higher education

Annual programme of presentations and workshops for mature learners at regional FE Colleges; Open Days with specific content for mature learners; Teacher Training and Postgraduate Open Evenings for postgraduate and post-experience students.

Activities for other target groups

Working with HEARWY with Looked After Children
Programme of support for children who are carers with Willow Project.

- 6.3 The Leeds Trinity & All Saints Strategic Plan 2007-12 continues the commitment to widening participation through partnerships that enable students to progress into and through higher education and be successful in the achievement of life and employment skills.

6.4 In planning a future programme of activities it is acknowledged that:

- There is a pressing need to improve both the recruitment and retention of students from under-represented groups.
- There is a need for widening participation activities to include some aspects of employer engagement, to enable more adults in work to enter higher education, and support successful progression into employment.
- There is a need for WP activities to be guided by a much clearer technical definition of the target groups and to focus upon those in the lower SECs.
- Effective transition arrangements must be in place, including pre-entry preparation, induction and first year support, especially for students who may be at risk.
- Closer links with schools and colleges will be developed, including with trusts and academies.
- There is a need for a more personalised approach to the curriculum and to learning that reflects the increased diversity of students.

6.5 The aim of our forward plan will be to re-focus and better co-ordinate activities that address the institutional priority of recruiting and retaining students from groups that are under-represented in higher education.

6.6 It will be a whole-College approach that will:

- Establish educational partnerships and progression agreements with key partner schools, colleges and employers.
- Clearly define and monitor the progress of the WP target groups.
- Target outreach work on the basis of recruiting and retaining students from these groups.
- Interact and further develop projects with key agencies, including, AimHigher, the Lifelong Learning Network and HEFCE
- Further develop the 'Fusion Programme' as a holistic programme for students from pre-entry to the end of first year of the course.
- Ensure personal support arrangements exist for students who may be at risk and monitor regularly
- Engage academic and other departments to develop greater understanding of the needs of students from diverse backgrounds.

7 **Provision of Information**

7.1 Information on fees and bursaries for all undergraduate programmes of study will be published in the College prospectuses, in the *Financial Matters* leaflet currently published annually and made available to all prospective students and on the College website.

7.2 It will be made clear to students that fees will rise annually in accordance with national figures provided on the OFFA website. The fee for the first year of the programme will be stated and then an illustration of the fee for subsequent years.

- 7.3 As well as offering advice and support to current students, the College Student Finance Adviser will now be in attendance at prospective student open days to offer advice to potential applicants on the systems and procedures surrounding variable fees and bursary allocation.

8 Projected Income and Expenditure

Bursaries

2009-10	2010-11	2011-12
Estimated Additional Fee Income: £2275k	Estimated Additional Fee Income: £3769k	Estimated Additional Fee Income: £5525k
% of Fee Income: 16%	% of Fee Income: 20%	% of Fee Income: 21%

Outreach Work

2009-10	2010-11	2011-12
Estimated Additional Fee Income: £2275k	Estimated Additional Fee Income: £3769k	Estimated Additional Fee Income: £5525k
Expenditure: £73.8k	Expenditure: £73.8k	Expenditure: £73.8k

9 Monitoring and Evaluation

- 9.1 Academic Board will oversee the monitoring and evaluation of the Access Agreement.
- 9.2 The College intends to make progress against the following milestones and performance indicators:

	2005-06 (Location adjusted benchmark)	2009-12
Number of new progression agreements	n/a	4 per year
% students from SECs 4, 5, 6, 7.	37.9 (35.1)	Achieve benchmark
% of students from state schools	94.4 (94.3)	Achieve benchmark
% students from low participation neighbourhoods	19 (20.6)	Achieve benchmark
% no longer in HE	9.6 (9.4)	Achieve benchmark
Employment indicator (inc further study)	95.3 (93.7)	Achieve benchmark