

ACCESS AGREEMENT

Summary Outcomes

Bursaries/Financial Support to be provided from additional fee income:

- **Top-up bursaries**
- **Access to Learning Top-up**

Bursaries/Financial Support to be provided from other sources:

- **Access to Learning Funds**
- **Governor's Funds**

Outreach Activities to be funded through additional fee income

- **Raising Attainment – transition to HE**
- **Enhance of BME school and college relationships**
- **Enhanced student financial advice**
- **Current WP Student Mentoring**
- **Subject-based Mentoring in Schools**

Outreach Activities to be funded through other sources

- **HEFCE-funded Summer School**
- **ESF-funded Summer School for Muslim Girls**
- **HEACF-funded Mentoring Project**
- **TTA-funded BME awareness programme**
- **P4P Project Involvement**
- **General Aspiration Raising/Schools and Colleges Liaison**
- **Mature Student Mentoring**

Summary of Milestones and Objectives

- **Meet or exceed all HEFCE WP benchmarks**
- **Achieve an ethnic minority profile which reflects that of the region**
- **Achieve satisfaction rates and degree performance with respect to under-represented groups that equal the College average**
- **To implement successful volunteering and mentoring programmes**

Additional expenditure as a percentage of additional fee income	18%
<i>Comprising</i>	
<i>Bursaries</i>	<i>11%</i>
<i>Administration</i>	<i>3%</i>
<i>Outreach</i>	<i>4%</i>

Trinity and All Saints

Access Agreement

1 Variable Fees

- 1.1 Fees across all 3-year undergraduate programmes and PGCE programmes will be set at £2250 for 2006/07 and will rise annually at an inflationary rate set by Leeds Trinity and All Saints which may differ from the rate set by the government for student support. (For 2007/08 fees will be set at £2320).
- 1.2 Fees across all 4-year undergraduate programmes will be set at £2250 for 2006/07 and will rise annually over the first 3 years at an inflationary rate set by Leeds Trinity and All Saints which may differ from the rate set by the government for student support.. (For 2007/08 fees will be set at £2320). The final year of all 4-year programmes will be charged at the standard fee as set by the government for the year in question.

2 Bursaries

- 2.1 Despite the level of fees across the institution being below the £2700 threshold for minimum standard bursaries, in order to demonstrate its commitment to widening participation and the support of students from low income families, the College will aim to spend 10% of the income generated by variable fees on bursaries.
- 2.2 The following arrangements for the award of “top-up” bursaries will be set in place:
 - 2.2.1 *Top-Up Bursaries* will be awarded annually to all students registered at the College as at 1 December who are eligible for a maintenance grant. A top-up bursary will represent 10% of the maintenance grant.
- 2.3 Based on the profile of students entering the College over the last three years the model illustrated in 2.2.1 will represent an estimated spend of approximately 11% of additional income generated by variable fees (10% for undergraduate and 20% for PGCE).
- 2.4 Access to Learning

Once the bursaries in 2.2.1 have been allocated, if the spend is below 10% of additional fee income the remainder will be used as a top-up fund for the Access to Learning Fund.

3 Information/Advice for Students

- 3.1 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.
- 3.2 It will be made clear to students that fees will rise annually in accordance with the RPI. The fee for the first year of the programme will be stated and then an illustration of an aggregate fee will be given based on the current RPI.
- 3.3 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.

4 Outreach Work

4.1 The College already runs a successful outreach programme which supports activities in the following areas:

- ***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
Progression pathways from local FE Colleges including an early application scheme
- ***Raising aspirations for those from low-participation areas, social backgrounds, or educational establishments***
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 Students into HE***
Annual programme of presentations and workshops for mature students (Access to HE) at regional Further Education colleges
Open Days with specific content for mature students
Teacher Training Open Evening for postgraduate and 'post-experience' students
- ***Supporting Black and minority ethnic students into HE***
Annual programme of education awareness-raising activity (TTA-funded) aimed at black and minority ethnic students
ESF-funded Summer school for Muslim girls

- 4.2 The tables below illustrates the College's performance against HEFCE WP benchmarks:

4.2.1 Entrants from state schools or colleges

	1997/98	1998/99	1999/00	2000/01	2001/02	2002/03
UK average (%)	82	85	85	86	86	88
Trinity & All Saints (%)	88	90	93	93	92	95
Benchmark A – (%)	86	88	88	89	89	90
Benchmark B – location adjusted (%)	n/a	n/a	n/a	90	91	92
Variance from benchmark A (%)	+1	+2	+5	+4	+3	+5
Variance from benchmark B (%)	n/a	n/a	n/a	+3	+1	+3

4.2.2 Entrants from low socio-economic classes²

	1997/98	1998/99	1999/00	2000/01	2001/02	2002/03
UK average (%)	25	25	25	25	26	29
Trinity & All Saints (%)	29	28	28	28	30	29
Benchmark A – (%)	28	27	27	28	29	32
Benchmark B – location adjusted (%)	n/a	n/a	n/a	29	29	33
Variance from benchmark A (%)	+1	+1	+1	0	+1	-3
Variance from benchmark B (%)	n/a	n/a	n/a	-1	+1	-4

4.2.3 Entrants from low participation neighbourhoods

	1997/98	1998/99	1999/00	2000/01	2001/02	2002/03
UK average (%)	12	12	12	12	13	14
Trinity & All Saints (%)	15	15	15	15	16	18
Benchmark A – (%)	13	14	14	14	15	15
Benchmark B – location adjusted (%)	n/a	n/a	n/a	16	18	18
Variance from benchmark A (%)	+2	+1	+1	+1	+1	+3
Variance from benchmark B (%)	n/a	n/a	n/a	-1	-2	0

4.2.4 Mature First Degree Entrants (Total)

	1997/98	1998/99	1999/00	2000/01	2001/02	2002/03
UK average (%)	26	23	22	22	22	23
Trinity & All Saints (%)	11	13	11	11	11	16
Variance (%)	-15	-10	-11	-11	-11	-7

4.2.5 Mature First Degree Entrants (no previous HE & from low participation neighbourhoods)

	1997/98	1998/99	1999/00	2000/01	2001/02	2002/03
UK average (%)	14	14	14	14	14	14
Trinity & All Saints (%)	26	21	21	8	21	27
Benchmark A – (%)	19	19	17	14	18	20
Benchmark B – location adjusted (%)	n/a	n/a	n/a	13	22	25
Variance from benchmark A (%)	+7	+2	+4	-6	+3	+7
Variance from benchmark B (%)	n/a	n/a	n/a	-5	-1	+2

- 4.3 The College also monitors closely the participation of students from ethnic minority backgrounds. The table below shows participation of this group at UG level:

	1997/98	1998/99	1999/00	2000/01	2001/02	2002/03	2003/04
Ethnic Minority Entrants (%)	5.8	8.6	4.5	6.8	7.5	6.7	7.1

² Definition of classes changed for 2002/03 figures, hence the increase in the average and the benchmarks.

- 4.4 The following have been identified as specific areas for improvement. Accordingly, the College will undertake the additional activities listed below in these areas:

4.4.1 Raising Attainment

To complement the College's successful aspiration-raising activities, it is proposed that a range of measures to support preparation for, and transition to, Higher Education.

These activities will take the form of a variety of summer sessions on study skills, HE life, budgeting and subject knowledge. In some cases the sessions will be assessed and successful completion may form part of a conditional offer.

4.4.2 Mature Students

The College recognises the specific needs of mature students in terms of modes of delivery of provision and an effective support network. The current support network is comprehensive and effective but the provision currently offered by the College is not attractive to most mature students as the majority of courses are taught on a f/t basis during the traditional working week.

The College will explore the possibilities of more-flexible delivery in terms of mode and timing so as to attract more applications from mature students.

- 4.5 In addition to working in the areas in 4.4 above, the College will seek to enhance and expand its already successful outreach and support programmes in the following areas:

4.5.1 Mentoring of Current Students

In addition to the mentoring of mature students the College will seek to provide an annual mentoring programme for new students from disadvantaged backgrounds in order to enhance retention and performance of this group of students.

4.5.2 Mentoring in Schools

Subject-based mentoring will be introduced for year 11 and year 12 pupils in order to support their learning in non-traditional A-level subjects eg Media.

More general mentoring for younger pupils, already piloted at the College and funded by HEACF, will be expanded through the use of bursaries.

4.5.3 Further Work with schools and FE colleges with high proportions of Black and Ethnic Minority students

The College proposes to raise its profile amongst potential BME students by expanding and enhancing the relationships already formed

with BME schools and Colleges and exploiting the “safe-campus” environment to local BME communities.

4.5.4 Financial Advice

The College proposes to expand its highly-successful financial advice function to include prospective students as well as current students. The main objectives of this exercise are to communicate clearly the College policy on fees and bursaries as well as to offer general advice on student loans, hardship funds and government grants and benefits to HE applicants.

- 4.6 The College will plan to commit 5% of the additional fee income to fund the activities in 4.4 and 4.5 above. A breakdown of the expenditure is shown in 6 below:

5 Other Costs to the Institution

As the College will not be charging fees over the threshold of £2700 it is unlikely that it will be able to take significant advantage of the national minimum standard bursary administration scheme.

The College will therefore plan to allow 3% of the additional fee income to fund the costs of bursary and fee administration. Following the introduction of fees and bursaries, the College will keep expenditure in this area under review and attempt to minimize these costs wherever possible.

6 Income and Expenditure for 2006/07 – 2008/09³

Bursaries

2006/07		2007/08		2008/09	
Est Fee Income:	£977k	Est Fee Income:	£1857k	Est Fee Income:	£2808k
11% of Fee Income:	£107k	11% of Fee Income:	£204k	11% of Fee Income:	£309k
<i>Proposed Expenditure:</i>		<i>Proposed Expenditure:</i>		<i>Proposed Expenditure:</i>	
Top-Up Bursaries	£115k	Top-Up	£202k	Top-Up	£294
Access to Learning	£0k	Access to Learning	£2k	Access to Learning	£15k
Total Expenditure:	£115k	Total Expenditure:	£204k	Total Expenditure:	£309k

Administration

2006/07		2007/08		2008/09	
Est Fee Income:	£977k	Est Fee Income:	£1857k	Est Fee Income:	£2808k
3% of Fee Income:	£29k	3% of Fee Income:	£55k	3% of Fee Income:	£84k
<i>Proposed Expenditure:</i>		<i>Proposed Expenditure:</i>		<i>Proposed Expenditure:</i>	
Administration	£29k	Administration	£55k	Administration	£84k
Total Expenditure:	£29k	Total Expenditure:	£55k	Total Expenditure:	£84k

³ Expenditure for 2009/10 and 2010/11 will be modeled on that for 2008/09 above subject to inflationary increases

Outreach Work

2006/07		2007/08		2008/09	
Est Fee Income:	£977k	Est Fee Income:	£1857k	Est Fee Income:	£2808k
<i>Proposed Expenditure:</i>		<i>Proposed Expenditure:</i>		<i>Proposed Expenditure:</i>	
Financial/support advice	£20k	Financial/support advice	£26k	Financial/support advice	£26k
Volunteering/Mentoring		Volunteering/Mentoring		Volunteering/Mentoring	
Co-ordination & Admin	£20k	Co-ordination & Admin	£26k	Co-ordination & Admin	£26k
		BME Project Work	£30k	BME Project Work	£30k
				Raising Attainment	£20k
				tbc	£25k
Total Expenditure:	£40k	Total Expenditure:	£82k	Total Expenditure:	£127k

7 Milestones/Objectives

7.1 By September 2007:

- Meet or exceed HEFCE WP benchmarks with respect to state schools and colleges, low participation neighbourhoods and low socio-economic classes
- Achieve and maintain satisfaction rates of under-represented groups that equal that of the average cross-College rates
- To recruit 10 student volunteers
- To recruit 10 additional student mentors

7.2 By September 2008:

- Meet or exceed HEFCE WP benchmarks with respect to state schools, low participation neighbourhoods and low socio-economic classes
- Achieve and maintain satisfaction rates of under-represented groups that equal that of the average cross-College rates
- To recruit 10 new student volunteers
- To recruit 10 additional student mentors

7.3 By September 2009:

- Exceed HEFCE WP benchmarks with respect to state schools, low participation neighbourhoods and low socio-economic classes
- Meet HEFCE WP benchmark with respect to mature students
- Achieve and maintain satisfaction rates of under-represented groups that equal that of the average cross-College rates
- Achieve an ethnic minority profile which reflects that of the Yorkshire and Humber region
- Degree performance of under-represented groups to match that of the average student performance across the College
- To recruit 10 new student volunteers
- To recruit 10 additional mentors

7.4 By September 2011

- To maintain performance against milestones set for 2009 above
- To conduct a detailed review of both milestones and performance in inform any new access agreement

8 Monitoring

The Widening Participation Steering Group is currently responsible for the overall development and monitoring of all widening activities across the College. The group, which meets each term and has a membership which includes each Dean of Faculty and Senior Management Team representation will also be responsible for monitoring the performance of the College against the milestones set out in 6 above and reporting its findings to the Senior Management Team. The group will use the following tools and processes to conduct its monitoring:

8.1 HEFCE WP Benchmarks

An analysis of the College's performance against the HEFCE WP Benchmarks will be produced on an annual basis and will be considered by the Widening Participation Steering Group. The group will recommend developmental and remedial action as necessary to the Senior Management Team.

8.2 Degree Classification Data

Data regarding degree classification and comparisons of performance of under-represented groups will be produced on an annual basis and monitored by the Academic Standards Committee and the Widening Participation Steering Group. Both bodies will recommend developmental and remedial action as necessary to the Academic Board and the Senior Management Team.

8.3 Ethnic Minority Application and Entrants Data

Data regarding applications and registrations by ethnic minority students will be produced on an annual basis and will be considered by the Committee on Equality and Diversity. The Committee will report its considerations to the Widening Participation Steering Group and will recommend developmental and remedial action as necessary to the Senior Management Team.

8.4 Student Satisfaction Surveys

The annual Student Satisfaction Survey will be analysed and data related to the satisfaction rates of under-represented groups will be reported to the Academic Standards Committee and the Widening Participation Steering Group. Both bodies will recommend developmental and remedial action as necessary to the Academic Board and the Senior Management Team.