

## **ACCESS AGREEMENT FOR: FOREST INDEPENDENT PRIMARY COLLEGIATE SCITT**

### 1. Introduction

- 1.1 The Forest Independent Primary Collegiate is based in Chigwell, Essex and recruits 21 trainees in its primary mainstream PGCE/QTS programme. The FIPC is also the Designated Recommending Body for its Graduate Training Programme. The FIPC has a special focus on behaviour management and SEN and is committed to equal opportunities throughout.

### 2. Length of agreement

- 2.1 This agreement is for 5 years from the academic year 2006/07. However, we have committed to return to OFFA by May 2008 to seek approval for our monitoring criteria which, due to a lack of current relevant data, has not yet been developed (see section 7).

### 3. Fee limits

- 3.1 We will charge a fee of £2,200 for all full-time postgraduate ITT courses from the 2006/07 academic year. The fee limit will rise with inflation (in line with annually published Government regulations).

### 4. Bursary support

- 4.1 We will offer a bursary of £100 to any student who needs support in their transport costs for placement or training centre travel. This bursary support will be new from 2006.
- 4.2 Bursary payments will be made in two instalments of £50.00. One at the start of Teaching Practice 2 and 3.
- 4.3 We expect most trainees to use this bursary.

### 5. Publicising fees and financial support

- 5.1 A number of methods will be used to ensure that prospective students are as clear as possible about the fee charged, and the amount of student support they may be entitled to. These are outlined below:
- 5.2 The website will contain a section on finance, including fee and support information. Support information will include institutional support and support available through the government through the maintenance grant, teaching bursaries and maintenance loans.

5.3 This information will also be published in our prospectus and in a leaflet which we will be used in the course of any outreach activity.

5.4 This information will be clearly articulated to applicants in writing at offer stage, before they make their key decisions on whether to accept a place.

6. Outreach

6.1 We will seek to identify areas of under-representation in our student cohort, when compared to HE sector from which we recruit. If we identify an area of significant under-representation, we will seek to address this and may do so by considering whether there might be any effective outreach initiatives which could be directed at such groups.

7. Institutional Targets and milestones

7.1 We do not currently collect data which would be suitable to determine baseline for targets and milestones around trainees needing this support however we may wish to monitor the support in order to ascertain its best use.

7.2 We will seek to maintain or increase the proportion of students in our target groups, but will only be able to set meaningful targets once data is available. Therefore, we commit to return to OFFA to revise this agreement by May 2008, with a view to an amended agreement taking effect from the 2008/9 academic year

8. Monitoring Arrangements

8.1 We will formally monitor the progress of the access agreement at least once a year through the Lead School FIPC sub committee who will report annually to the Board of Governors. Initial monitoring will be concerned with participation rates and the development of data on use of the bursary.

8.2 Our annual report to the Board of Governors will form the basis of our annual monitoring report to OFFA.