



## ***Access Agreement: 2008 – 2011***

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## 1. INTRODUCTION AND CONTEXT

- 1.1 Trinity Laban Conservatoire of Music and Dance (Trinity Laban) was established as the United Kingdom's first dedicated conservatoire for music and dance by the merger of Trinity College of Music and Laban in August 2005. Through its two constituent colleges, it provides specialist HE performance training to students aspiring to careers as performers, choreographers and composers across the broad range of professional opportunities open to musicians and contemporary dancers. Its combined student number is around 980 students of whom approximately two-thirds are undergraduates.
- 1.3 Building on the long-standing commitment of its legacy institutions to widening participation in professional performance training, Trinity Laban has adopted core aims:
- to promote and enable access to HE music and dance training for those with the potential to achieve successful careers as performing musicians, dancers, composers and choreographers, based on attention to individual student ambitions and aptitudes and a strong commitment to equality of opportunity;
  - to facilitate progression, particularly from groups currently under-represented in HE performance training and employment, through: provision of its own pre-HE training for young people; structured links with FECs, local authority arts and education services; and extensive schools outreach and curricular support activity.
- 1.4 This access agreement, which covers all of Trinity Laban's undergraduate degree programmes, sets out how variable fee income will be used to support these goals and to address financial hardship faced by individual students. Trinity Laban will make every practicable effort to ensure that no student is prevented from taking up a place or successfully completing his or her studies on grounds of financial need.
- 1.5 The agreement has been prepared to cover the period 1st August 2008 to 31st July 2011, but will be subject to annual review and may be amended in the light of ongoing performance against access targets. The currently approved version will always be available via the institution's website and other documents will refer readers to this source or to available hard copies.
- 1.6 This agreement applies to both new students from 2008-09 and continuing students who commenced their studies in 2006 or 2007. It supersedes all previously published versions.

## 2. FEE LIMITS

- 2.1 In 2008-09, the home/EU fee for all Trinity Laban undergraduate degree programmes will be set at **£3,145**.
- Currently, Trinity Laban Conservatoire of Music and Dance offers the following undergraduate programmes:
- BA (Hons) Dance Theatre
  - BMus (Hons) Performance Studies
  - Foundation Degree in Musical Theatre Performance
- 2.2 For the period of this agreement, the undergraduate fee level will increase annually by not more than the rate of inflation, or as specified from time to time by the Department of Innovation, Universities and Skills if this differs from indexation.
- 2.3 Eligibility criteria to pay home/EU fee levels are as set out in the Education (Fees and Awards) Regulations 1997. In general, students of EU nationality who have been ordinarily resident in the UK or European Economic Area or Switzerland for the three years prior to the commencement of their course and have not previously taken a higher education programme of an equivalent or lower level, will qualify. Fuller details are included in the financial information provided to applicants and students (see section 4 below).

### 3. FINANCIAL SUPPORT FOR STUDENTS

- 3.1 Trinity Laban has a range of measures to address financial need among its students, which are outlined below. It is committed to providing bursary support in excess of the statutory minimum to students on full and partial state support. Applicants or students with concerns about financing their studies are encouraged to contact us since, in addition to detailed information about institutional provision, advice can be given on potential external sources of support (for example, charitable trusts).
- 3.2 The following are sources of direct financial assistance to students currently offered:

#### **Trinity Laban Bursary Scheme**

##### ***Eligibility***

The Trinity Laban Bursary Scheme provides a cash award to all students eligible for a government maintenance grant, that is students who are:

- Registered on an undergraduate course
- Resident in the UK and eligible to pay home fees
- With a household income of up to £60,005 (2008-9 figure).

##### ***Bursary amounts***

All eligible students will receive a flat-rate travel bursary of £300 per year to help with transport costs. An additional amount of up to £700 per year will be paid, depending on household income as per the following table:

Income band	Income-related bursary	Travel bursary	Total bursary
Band 1. 0-25,000	£700	£300	£1,000
Band 2. 25,001-30,000	£600	£300	£900
Band 3. 30,001-35,000	£500	£300	£800
Band 4. 35,001-39,305	£400	£300	£700
Band 5. 39,306-45,000	£300	£300	£600
Band 6. 45,001-49,305	£200	£300	£500
Band 7. 49,306-55,000	£100	£300	£400
Band 8. 55,001-60,005	£0	£300	£300

##### ***Annual uplift***

Bursary amounts and income thresholds will normally be subject to annual uplifts in line with inflationary increases announced by government. Details of the current levels will be available from our website.

##### ***Applying for a bursary***

Trinity Laban bursaries are paid through the Higher Education Bursary and Scholarship Scheme (HEBSS), administered by the Student Loan Company. Students applying to the SLC for a student loan or maintenance grant will automatically be assessed for our bursary scheme and will not be required to submit a separate application. Students are strongly encouraged to complete such an application and to make sure they consent to share the information on the application form, in order that they receive their full entitlement to both government and institutional support.

##### ***Payment of bursaries***

Bursaries are paid in a single instalment in February each year, directly into the student's bank account.

### **Access to Learning Fund**

#### ***Eligibility***

The Access to Learning Fund (ALF) can provide extra support for students suffering financial hardship. Home students on both undergraduate and postgraduate courses are eligible to apply, provided they have already made applications to other available funding sources.

#### ***Award amounts and payment***

Trinity Laban receives a fixed annual ALF allocation from the government. The amount of individual awards will vary according to the total ALF allocation, the number of applications received, and the particular financial circumstances of the student. Awards may take the form of non-repayable grants or loans, and are paid as cheques as soon as the application has been processed.

#### ***Application***

Applications are made to the Head of Student Services via an institutional application form. Evidence of income and expenditure is required.

### **EU hardship fund**

Trinity Laban is aware that its significant cohort of students from the European Union is excluded from a number of the sources of financial help available to home students. It has therefore committed to establishing a dedicated hardship fund for EU students, similar to the Access to Learning Fund. A minimum allocation of £10,000 per annum will be set aside from the 2009-10 academic year onwards. However, if there is any under-spend against other bursary budgets, consideration will be given to adding the balance to the EU fund.

Application for this fund will follow a similar procedure to the Access to Learning Fund.

### **Trinity Laban scholarships**

#### ***Eligibility***

Trinity Laban offers a number of scholarships, some at undergraduate level but the majority to postgraduate students. Scholarships are generally merit-based, but exact criteria and eligibility for awards vary and some are targeted at particular instruments, disciplines or courses. Financial circumstances may be taken into account in certain cases. Full information on scholarship provision in any given year is available from the Registry and via the website.

#### ***Award amounts and payment***

The annual number and level of awards is contingent on the performance of investment funds and requirements for scholarship funding (as a guide, in 2007-08 around £375,000 of scholarship funding was allocated to some 140 students). Scholarship amounts therefore vary but will normally cover up to half the total course fee per annum. Payment is generally in the form of a fee reduction.

#### ***Application***

In many instances, students are automatically considered for scholarships alongside admissions decisions but, where a separate submission is required, eligible candidates will be invited to apply. Again, the Registry and website can always be consulted about current scholarship procedures.

### **Support for students with disabilities**

All home students with a disability can apply to their local authority for a Disabled Student Allowance (DSA), and Trinity Laban's Disability Officer is available to assist in this process. Additionally, Trinity Laban sets aside institutional disability support funds to help with expenses not fully covered by the DSA and to support students with disabilities who are not eligible for DSA. Students should consult the Disability Officer in the first instance, who will advise them on available funding, which normally takes the form of grants of around £100.

### **Instrument loan scheme**

Trinity Laban offers interest free loans to music students of up to £2,500 for the purchase of musical instruments.

#### **4. PROVISION OF INFORMATION TO STUDENTS**

- 4.1 All applicants to Trinity Laban are directed to financial information on the website, containing:
- Course fees, including estimates of likely increases over the duration of the programme
  - Illustrations of estimated living costs
  - Details of financial support available, both state and institutional
  - Contact information for further enquiries
- 4.2 This information is also published in full on the institution's website from September/October preceding the relevant year (i.e. September 2007 for 2008-09 academic year). Prospectuses include a summary which directs prospective students to sources of the complete document, and gives the relevant contact details to seek further advice.
- 4.3 Enrolled students are sent financial information annually in August with their pre-registration packs. Advice is also posted on the Student Services section of the intranet and/or in student handbooks, which again are issued on an annual basis at the beginning of the academic year.
- 4.4 Trinity Laban's Student Services Department can provide financial advice to both prospective and enrolled students. As indicated above, e-mail and telephone contact details are publicised via the website and in prospectuses and, for current students, on the intranet and in student handbooks. Appointments can be made to talk to an adviser in person, and applicants are also given the opportunity to raise questions and concerns on the day of audition.

#### **5. OUTREACH WORK**

- 5.1 The need for early skills development in order to achieve a professional standard of performance makes outreach work a key element in Trinity Laban's widening participation strategy, particularly given the inconsistent level of offer in performing arts subjects within state-maintained schools, which can undermine both aspirations to, and preparation for, HE study in these areas. Indeed, the provision of training for school-age dancers and musicians is a central function of the organisation through Junior Trinity, a Saturday school for talented young musicians, and Laban's Youth Dance programme and Centre for Advanced Training. The importance placed on outreach generally is reflected in the allocation, under this agreement, of 17% of additional fee income thereto.
- 5.2 Funds are being used to support new and expanded programmes which include:
- **Raising the Roof**  
A partnership programme of Trinity College of Music (including Junior Trinity and Blackheath Halls) with LEA Music Services supporting delivery of progressive music education opportunities, including instrumental & vocal tuition, for young people at state schools in Greenwich, Lewisham and Tower Hamlets.
  - **Laban Schools Dance Programme**  
Targeted projects in South London schools to increase participation in dance and raise levels of attainment and aspiration regarding study at FE and HE level
  - **Youth Dance Programme at Laban**  
A regular programme of dance classes at Laban to provide access and progression opportunities for young people
  - **Pick up the Pace**  
A flagship initiative to encourage boys and young men into dance.
- 5.3 Alongside its institutional programmes, Trinity Laban is a partner in Arts Aim Higher in London, a thematic consortium seeking to widen participation in arts education and to encourage young people, particularly those from non traditional backgrounds and in non traditional contexts, to take advantage of the educational, vocational and personal benefits of learning through the arts. Particular relationships have been forged with specialist arts schools in the locality and this work will continue to develop.

- 5.4 Trinity Laban is also a member of 'The Creative Way', a lifelong learning network for the Creative and Cultural Industries in the Thames Gateway bringing together Higher Education Institutions, Further Education Colleges and employers. The aim of the Creative Way is to open up progression pathways into and through higher education and on to employment in the creative and cultural sector.

## **6. OBJECTIVES AND MILESTONES**

### **6.1 Objectives**

The overall objectives of Trinity Laban's fair access strategy are:

- to ensure proper representation from all sections of society in its applicant and student population by addressing barriers to entry among currently under-represented groups;
- to raise the aspirations of potential students with the talent to succeed as professional musicians and dancers;
- to support wider sector aims to increase and widen participation in Higher Education, particularly among currently under-represented groups.

### **6.2 Targets groups**

Trinity Laban has identified the following target groups as currently under-represented within its applicant population:

- Applicants from low income households and lower socio-economic groups
- Applicants from the UK state-maintained school/FE sector
- Black and minority ethnic applicants among the home population (i.e. UK resident)
- Applicants from our local area
- Male applicants for dance programmes

### **6.3 Performance measures**

In the interests of transparency and robustness, Trinity Laban seeks, wherever possible, to use publicly available data to monitor progress against fair access objectives. In some cases, internal data is used, where relevant externally-produced indicators are not published. Targets are as follows:

<b>Target group/ measure</b>	<b>Performance target(s) : 2008-2011</b>
Applicants from low income households, as measured by number of entrants receiving full maintenance grant	Year on year improvement against % of actual 2006 entry. 30% of home undergraduate entrants to qualify for full maintenance grant by 2010-11 entry.
Applicants from lower socio-economic groups, based on occupational classifications. Data collected through UCAS (for music applicants) and internally via application form (for dance applicants)	Increase percentage of home UG entrants from NS-SEC groups 4 - 8 to 25% and maintain at that level, year on year over the period of this agreement.
UK state maintained sector. Measure = HESA performance indicator on UG entrants from under-represented groups.	Maintain current percentage of entrants from state sector in 2008-09, and move closer towards HESA benchmark each year thereafter.
Black and minority ethnic applicants. Data collected via application forms (UCAS and direct)	Percentage of home BME applicants to at least match % in UK population (7.9% as identified in 2001 Census).

Target group/ measure	Performance target(s) : 2008-2011
Male applicants for dance programmes - data from application forms	Increase male UG applicants to 20% of total and maintain at that level to 2012
Local applicants. Data derived from home postcodes listed on application forms.	Maintain local application rates at 2006-07 level to 2008-09, and achieve overall increase in numbers of 20% over the period 2006 to 2011.

#### 6.4 **Baseline data**

Baseline data is as follows:

Target group	Baseline data
Applicants from low income households	16.2% of home undergraduate entrants in 2006-07 received the full maintenance grant
Applicants from lower socio-economic groups, based on occupational classifications.	19% of entrants in 2006 came from households with lower supervisory, semi-routine or routine occupations (NS-SEC IV-VIII)
UK state maintained sector.	75% of 2005-06 home undergraduate entrants came from the state-maintained sector (source: HESA PIs)
Black and minority ethnic applicants.	8.2% of home undergraduate applicants for 2006 entry came from BME groups
Male applicants for dance programmes	14.5% of applicants for 2006 entry to Laban's undergraduate course were male.
Local applicants	3.1% of undergraduate applicants for 2006 entry originated from LBs of Greenwich, Lewisham, Towers Hamlets or Newham.

### 7. **INSTITUTIONAL MONITORING ARRANGEMENTS**

- 7.1 Progress against access targets is reviewed successively by the Trinity Laban Equality, Diversity and Access Committee, the Academic Board and the Board of Governors.
- 7.2 A WP statistical digest, covering student and applicant populations, is produced each October in support of the annual monitoring process and to inform ongoing strategy development.
- 7.3 Each programme committee has widening participation within its remit as a standing agenda item. The committees meet termly and their minutes are received by Academic Board.