

**TRINITY LABAN**

***Access Agreement: 2006 – 2011***

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**1. INTRODUCTION AND CONTEXT**

- 1.1 The merger of Laban and Trinity College of Music on 1<sup>st</sup> August 2005 established Trinity Laban as the United Kingdom's first dedicated conservatoire for music and dance. Trinity Laban 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 dancers. Its combined student number is around 900 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 1<sup>st</sup> August 2006 to 31<sup>st</sup> July 2011, but will be subject to annual review and may be amended in the light of ongoing performance against access targets. The current 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.

**2. FEE LIMITS**

- 2.1 In 2007-08, the home/EU fee for all Trinity Laban undergraduate degree programmes will be set at **£3,070**.
- Currently, Trinity Laban offers the following undergraduate programmes:
- BA in Dance Theatre Practice
  - BMus (Hons) Performance Studies
  - Foundation Degree in Musical Theatre Performance (subject to validation)
- 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 DfES 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 (i.e. not for the purpose of full-time education) for the three years prior to the commencement of their course will qualify. Fuller details are included in the financial information provided to applicants and students (see section 4 below).

**3. FINANCIAL SUPPORT FOR STUDENTS**

There are a range of measures to address financial need among Trinity Laban students, which are summarised in the following table. Trinity Laban is committed to providing bursary support in excess of the statutory minimum to students on full 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).

| <b>Type of award</b>  | <b>Eligibility</b>  | <b>Level of award</b>  | <b>Application process</b>   | <b>Funding source</b>  |
|---|---|--|--|--|
| Undergraduate, income-contingent bursaries.<br><br>Paid as cash.  | All undergraduate students eligible for a Higher Education Maintenance Grant at any level will receive an additional annual cash bursary for the duration of their programme.   | The value of the annual bursary will be equal to 25% of the HE maintenance grant received . A minimum bursary level of £50 will be applied for all students qualifying for state support. For example:<br><br>1) If maintenance grant is £2,765, bursary is 25% of 2,765 = £691.25<br><br>2) Grant is £1,000. Bursary is 25% of 1,000 = £250<br><br>3) Grant is £100. 25% of £100 = £25, but minimum payment applies so bursary is £50 | Income assessment will be conducted according to the UUK/SCOP model bursary scheme. Bursaries will normally be paid, subject to presentation of the maintenance grant award letter, in a single sum in February each academic year (in cases of hardship, an advance payment earlier in the year would be considered).             | Additional variable fee income (estimated spend: 17% - bursaries 17% - outreach) |
| Music scholarships awarded:<br><br>a) for outstanding performance ability, as demonstrated at audition.<br>b) for particular disciplines (e.g. shortage instruments)<br><br>Awarded as cash (for UGs) and fee reductions (for PGs). | All successful applicants, postgraduate and undergraduate, are considered for scholarships, although the majority of awards are for PG study.<br><br>The institution determines on an annual basis any priority disciplines for scholarship awards. This information is publicised on the website, in application materials, and through targeted advertising. The most up-to-date information can be obtained from the Registry. | Variable. Normally up to half of total fee but some named awards are higher.<br><br>The annual number and level of awards is contingent on the performance of investment funds but, as an indication, a total of around £300,000 was awarded in 2004-2005 to c.120 students  | All applicants are automatically considered for scholarships and no separate application is required. A Scholarship Committee determines awards on the basis of:<br><ul style="list-style-type: none"> <li>▪ audition panel reports</li> <li>▪ audition marks received</li> <li>▪ discipline, where relevant.</li> </ul>           | Trinity Laban endowment income and other donations                               |
| Music Postgraduate scholarships and bursaries awarded on basis of outstanding performance and financial need respectively.<br><br>Awarded as fee reductions.  | All successful postgraduate applicants can apply for this support if proven financial need could prevent them from taking up their place. Students will only be considered for a bursary if they have failed to be awarded a scholarship (see immediately above).   | Variable, but normally up to half of total fee.<br><br>The annual number and level of awards is contingent on the performance of investment funds, and requirements for scholarship funding. In 2004-5, awards totalling £13,500 were made to 12 students.   | <b>All applicants are automatically considered for scholarships and no separate application is required. A Scholarship Committee determines awards on the basis of:</b><br><ul style="list-style-type: none"> <li>▪ <b>audition panel reports</b></li> <li>▪ <b>audition marks received discipline, where relevant.</b></li> </ul> | Trinity Laban endowment income and other donations                               |

| <b>Type of award</b>   | <b>Eligibility</b>  | <b>Level of award</b>   | <b>Application process</b>  | <b>Funding source</b>   |
|--|---|---|---|---|
| Access to Learning Fund (ALF)  | As per DfES guidelines (see <a href="http://www.dfes.gov.uk/studentsupport">www.dfes.gov.uk/studentsupport</a> for most recent information)   | Variable, according to individual need and total annual allocation available  | Applications should be made to the Head of Student Services. Evidence of income and expenditure is required.  | DfES  |
| Support for students with disabilities:<br>a) Disabled Student Allowance (DSA)<br>b) Trinity Laban support funds | All home students with a disability which means they incur extra costs in studying are eligible to apply to their Local Education Authority for a Disabled Student Allowance.<br><br>Any student declaring a disability can apply for institutional support – supporting medical evidence of a particular need may be required. | DSA levels are set annually by the DfES and, for UGs, provide grants for special equipment purchases, for non-medical helpers, extra travel costs and a general study allowance of up to c.£18,500 (06/07 figures). PG students receive a single allowance of, currently, £5,780.<br><br>Trinity Laban disability support funds are designed to help with costs which are not fully met by DSA and normally take the form of grants of around £100. | Prospective and current students should contact Trinity Laban's Disability Officer who can assist in DSA applications to LEAs as well as allocate institutional disability support funds. | a) LEAs &<br>b) Institutional funds, including income from endowments and donations |
| Instrument loan scheme   | All enrolled students   | Interest-free loans of up to £2,500 for the purchase of musical instruments. Students qualifying for bursary support may choose to offset those funds against payment of an instrument loan, in which case a higher amount can be borrowed. For example, a student enrolling in 2006 and offsetting the full bursary of £675 (indexed for the four years of their course) can borrow up to £5200.   | Application forms available from the Human Resources office   | Institutional funds   |
| Travel and other study costs   | All year 3 & 4 BMus students  | Expenses related to Professional Skills Projects module of up to £100   | Students are required to complete an expenses re-imbursement claim form   | Institutional funds   |

**4. PROVISION OF INFORMATION TO STUDENTS**

- 4.1 All successful applicants to Trinity Laban are directed to financial information on the website with the notification of their result, 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 2006 for 2007-08 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 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 includes a dedicated financial advice function for 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 candidates 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 Prior to merger, Laban was not within the funded HE sector and therefore received no allocation of recurrent HEFCE WP funds or from other special funding initiatives (and thus, in HE funding terms, all its outreach work could be described as 'new'). Its extensive education and community outreach programmes were supported entirely by project-funding, which it had significant success in raising from public and private sources including SRB, Creative Partnerships, Excellence in Cities and the Hamlyn Foundation.

On account of its size, Trinity College of Music received only a small, pro-rata recurrent allocation for widening access (£21,497 in 2006-07). It therefore similarly relied on special or project funding to maintain institutional outreach capacity (staffing has been supported by HEROBaC and latterly HEIF2 bids) as well as for specific activities. In addition to the HEROBaC and HEIF2 awards, it has received funding from, among others, HSBC Bank, the London Development Agency, Greenwich Council, Youth Music, Creative Partnerships and Arts and Business.

Since, as can be seen, the majority of Trinity Laban's current outreach funding is time-limited, it is especially welcome that variable fee income provides a more secure ongoing funding base.

- 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 The following table summarises the new or expanded outreach projects which will be supported from variable fee income:

| <b>Outreach project or programme</b> | <b>Description</b>   | <b>Target group(s)/reach</b>   | <b>New or expanded</b> | <b>Funding source</b>  |
|--------------------------------------|--|--|------------------------|--|
| Raising the Roof                     | 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 learning, for young people at state schools. Includes <ul style="list-style-type: none"> <li>• Participatory performance projects</li> <li>• Ensemble music making provision</li> <li>• Placement of student ambassadors in schools</li> <li>• Access to free performances</li> <li>• Support and promotion of instrumental tuition in schools</li> <li>• INSET for teachers and tutors</li> <li>• Support programmes for GCSE and A Level music students</li> <li>• Support programmes for gifted instrumentalists &amp; vocalists</li> <li>• Capacity building through partnerships with visiting arts organisations and funders</li> </ul> | Currently (2004-6) young people aged 8 – 18 resident in LB Lewisham, Greenwich and Tower Hamlets with potential for expansion into other Thames Gateway boroughs with support from variable fee income         | Expanded               | Aim Higher, HEIF<br><br>Additional variable fee income over 5 years: c. £425K                                    |
| Schools Dance programme              | Targeted projects in South London schools to increase participation in dance, raise levels of attainment and aspiration regarding study at FE and HE level   | Schools in Thames Gateway. Currently activity is concentrated on local boroughs of Lewisham, Greenwich and Southwark. Extended reach will take in wider Thames Gateway (East London boroughs, Kent and Essex). | Expanded               | Schools, Creative partnerships, EiC/Aim Higher, HEIF, New Opportunities Fund<br><br>Variable fee income: c. £30K |
| Youth Dance programme at Laban       | Regular programme of dance classes at Laban to provide access and progression opportunities for young people   | Young people resident in South London boroughs of Lewisham, Greenwich, Lambeth and Southwark   | Expanded               | EiC/Aim Higher, Community Fund, HEIF, institutional funds<br><br>Variable fee income: c. £38K                    |

|  |  |   |  |   |
|--|--|---|--|---|
| Pick up the Pace (3 year: project-funding ends 2006/7)     | Newly developed project aiming to encourage boys and young men to participate in dance.  | Boys aged 9 –11<br>Young men aged 16 –22<br><br>Variable fee income will be used to continue activity beyond 2006-7   | Extended (continuation of project currently funded only to 2006-7) | Paul Hamlyn Foundation<br><br>Variable fee income: c. £41K  |
| Youth Dance Platforms                                      | One per year, providing opportunities for young people to: perform and take dance workshops; meet HE students; and perform at state of the art facilities              | Young people aged 14 –19<br>Schools/youth dance groups nationally<br><br>Target specified groups e.g. young men, those from disadvantaged areas, non-Western dance forms<br><br>Annual reach:<br><ul style="list-style-type: none"> <li>▪ 10 schools/youth dance groups</li> <li>▪ Total of 120 young people, 20 staff</li> </ul> | New  | Variable fee income: c. £50K  |
| Dance Progression programme, including student ambassadors | Activities to provide young people with the skills, information and guidance they need for progression into HE: open days, career talks, workshops and holiday courses | Target KS3, KS4 and KS5 schools in South London and nationally<br><br>Specialist sports and performing arts schools   | Expanded   | Aim Higher, Best Practice Dance Network, HEFCE (HE Summer School)<br><br>Variable fee income: c. £56K |

**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 local area (defined as the Thames Gateway, using DCLG definition of that area)
- Male applicants for dance programmes

**6.3 Performance measures**

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

| <b>Target group/ measure</b>  | <b>Performance target(s) : 2006-2011</b>   |
|---|--|
| Applicants from low income households, as measured by number of entrants receiving full bursary support   | Year on year improvement against % of actual 2006 entry. 30% of undergraduate entrants to qualify for full bursary by 2010-11 entry (assuming no material change in maintenance grant criteria). |
| 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 applicants from manual, skilled and semi-skilled backgrounds to 20% 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 2006-07, and aim to match HESA benchmark thereafter.  |
| Black and minority ethnic applicants. Data collected via application forms (UCAS and direct)  | Increase percentage of home BME applicants to at least match % in UK population (7.9% as identified in 2001 Census).   |
| Male applicants for dance programmes  | Increase male applicants to 20% of total and maintain at that level to 2012  |
| Local applicants  | Maintain local application rates at 2004 level to 2006-07, and achieve overall increase of 20% over the period 2006 to 2011.   |

**6.4 Baseline data**

Baseline data is as follows:

| <b>Target group</b>   | <b>Baseline data</b>   |
|---|--|
| Applicants from low income households   | 30% of the 2004 entry across Trinity and Laban qualified for full LEA payment of the statutory undergraduate fee (NB qualifying income level is higher than that for full bursary support).<br><br>27% of applicants originated from wards with above average levels of deprivation (source: index of multiple of deprivation – 2000 data set) |
| Applicants from lower socio-economic groups, based on occupational classifications. | 15% of applicants for 2005 entry came from households with lower supervisory, semi-routine or routine occupations (NS-SEC IV-VII)  |
| UK state maintained sector.   | 84% of 2004-05 home undergraduate entrants came from the state-maintained sector (source: HESA PIs)  |
| Black and minority ethnic applicants.   | 7.6% of home undergraduate applicants for 2005 entry came from BME groups  |
| Male applicants for dance programmes  | 14% of applicants for 2004 entry to Laban’s undergraduate course were male.  |
| Local applicants  | 4.0% of undergraduate applicants for 2005 entry originated from LBs of Greenwich, Lewisham, Towers Hamlets or Newham.  |

**7. INSTITUTIONAL MONITORING ARRANGEMENTS**

- 7.1 The Trinity Laban Directorate has responsibility for monitoring progress against access targets and determining any required changes to strategy, and hence to this agreement, in the light of performance achieved. To this end, it will receive a termly progress report from officers on outreach work undertaken and financial support dispensed.
- 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. Its contents are reported consecutively to the Trinity Laban Directorate, Academic Board and Board.
- 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, which also has a discrete item on widening participation on each agenda.