

# LEEDS SCITT

## Access Agreement

### 1 Context

- 1.1 The Leeds SCITT consists of a consortium of four lead schools together with their associate schools, and Trinity and All Saints (TAS) as the lead institution and HEI partner. Although the Leeds SCITT is independently funded by the TDA, Trinity and All Saints administers the financial (and quality assurance) arrangements for the Leeds SCITT.
- 1.2 The Leeds SCITT originated from close links between the TAS PGCE and a group of well-established school based training partnership schools. The Leeds SCITT PGCE programme enables training in a range of subjects not offered by the Trinity and All Saints PGCE programme and the arrangement is of mutual benefit to both parties and other stakeholders.
- 1.3 The Leeds SCITT has a management board comprising the Heads of the four lead schools, the SCITT Manager, the Head of Secondary Education at TAS, and the Dean of the Faculty of Education at TAS.
- 1.4 In relation to seeking an Access Agreement with OFFA the Leeds SCITT Board has determined that this agreement should, in so far as is practicable, mirror that of the lead institution Trinity and All Saints, including the fee to be charged which is based on the 2006/07 level i.e. £2250. The SCITT Board is anxious to ensure that there is parity of treatment for Leeds SCITT PGCE trainees and TAS PGCE trainees.

### 2. Length of agreement

This agreement is for 5 years from the academic year 2007/08. However, we have committed to return to OFFA by May 2009 to seek approval for our monitoring criteria which, due to a lack of current relevant data, has not yet been developed.

### 3 Variable Fees

Fees across all Leeds SCITT PGCE programmes for 2007/08 will be £2250 plus an inflationary amount as advised by the DfES in July 2006 (with an upper limit of £2306), and thereafter will rise annually in line with inflation.

### 4 Bursaries

- 4.1 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 Leeds SCITT will aim to spend 10% of the income generated by variable fees on bursaries.
- 4.2 The following arrangements for the award of "top-up" bursaries will be set in place:
  - 4.2.1 *Top-Up Bursaries* will be awarded annually to all students registered at the Leeds SCITT as at 1 December who are eligible for a maintenance grant. A top-up bursary will represent 10% of the maintenance grant.

## **5 Information/Advice for Students**

- 5.1 Information on fees and bursaries for the Leeds SCITT programmes of study will be published in the SCITT prospectuses, in the *Financial Matters* leaflet currently published annually and made available to all prospective students, and on the Leeds SCITT website.
- 5.2 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.
- 5.3 As well as offering advice and support to current students, the College Student Finance Adviser will now be in attendance at prospective Leeds SCITT student open days to offer advice to potential applicants on the systems and procedures surrounding variable fees and bursary allocation.

## **6 Outreach**

- 6.1 We will seek to identify areas of under-representation in our trainee 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 low income or socio-economic groups. However, we will wish to monitor the numbers of trainees participating in our institution who are in receipt of full or partial state support. We will also wish to develop targets around other under-represented groups if identified. 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 2009, with a view to an amended agreement taking effect from the 2008/9 academic year.
- 7.2 The TDA set recruitment targets based upon the proportion of Black and Ethnic trainees registering for our QTS with PGCE course. The Leeds SCITT has been successful this year in meeting its target and we shall be evaluating the strategies used to ensure that we maintain and endeavour to exceed our targets in future

## **8 Monitoring arrangements**

- 8.1 We will formally monitor the progress of the access agreement at least once a year through the Management Group who will report annually to the SCITT Board and to the Dean of Faculty Education at Trinity and All Saints (and through the Dean to the Widening Participation Group of TAS) Initial monitoring will be concerned with participation rates and the development of data on lower income and other underrepresented groups, against which to monitor. When specific baselines, targets, and milestones are determined we will look to monitor against these.

8.2 The annual quality assurance report to the Faculty of Education of Trinity and All Saints (and via the Faculty Quality and Assurance Committee to the College Academic Standards Committee of the Academic Board of TAS).