

# **Loughborough College**

## **Access Agreement 2017-2018**

## **Access Agreement 2017-18 Loughborough College**

### **1. Introduction:**

Loughborough College has had previous Access Agreements approved by **OFFA**, the most recent of which covered the academic year 2015/16. As stated in the 2016/17 submission, when writing the Access Agreement for 2015/16, the authors were clear that they were putting in place what was in effect a new agreement. As such they stated that the 2015/16 agreement will only apply to the academic year 2015-2016. Therefore, the submission of the 2017/18 agreement continues the themes and principles set out in the 2016/17 agreement, and ensures we have accounted for the recent guidance in the OFFA Publication 2016/01 'Strategic Guidance: developing your 2017-18 access agreement'. As such, this agreement represents an evolution and something of a step change for Loughborough College and the Higher Education Strategy, as well as an embedding or refining of any goals and plans in the 2015/16 and 2016/17 agreement. It is anticipated that the themes in this agreement will be both more strategic and have goals that seek a longer-term and more significant impact.

Loughborough College is a general further education college located in the Borough of Charnwood in Leicestershire and strategically located in the East Midlands with students accessing the college from major populations of Derbyshire, Leicestershire and Nottinghamshire. It shares a large educational campus with Loughborough University and the RNIB College Loughborough.

The college has validating relationships with a number of HEIs and awarding bodies:

- Loughborough University
- Nottingham Trent University
- The University of Derby
- The University of Warwick
- The University of Leicester
- EDEXCEL / Pearson

All of our programmes are directly funded.

### **2. The 2017/18 Agreement:**

This agreement is aligned to the strategic vision and mission of the college and its Higher Education Strategy. The strategy is to continue to grow higher education provision, with a focus on 'applied', 'flexible' professional, technical and vocational higher education. Our aspirations relate directly to the wider priorities of OFFA, building on our strengths in terms of a supportive, inclusive and flexible higher education provision. The agreement offers a whole life cycle approach to student opportunity, and a coherent focused OFFA strategy, that draws on both institutional academic and professional services, as well as working in partnerships with employers, professional bodies, and our validating partners. Additionally we are now board members of our two regional access and widening participation networks. Our higher education strategy was reviewed in 2014/15 in the context of the lifting of the SNC and wider policy changes and the OFFA National Strategy and guidance for 2016-17 and the more recent guidance in 2016 from OFFA. Our intention is to remain a socially inclusive higher education provider, and from this base, we will seek to continue to grow the number of students studying higher education at Loughborough College, with a clear focus on student inclusion, aligned to our corporate aspiration to be recognised by students and key stakeholders as the "No1 UK College for Inclusive Higher Education".

### 3. Innovation Activity:

As already indicated in 2016/17 this agreement moves the college on from its 2015/16 agreement and contains 3 major areas of innovation as well as an extension of our strategic networking and partnerships into the North East Midlands (NECOM) group:

- 1) The Loughborough College Higher Education – Student Guarantee
- 2) The Loughborough College Higher Education – Student Champion’s Programme
- 3) The Loughborough College Higher Education – Passport to Progress

### 4. Fees:

Loughborough College – Higher Education has continued to grow its student numbers and curriculum offer. The 2016/17 resource plan predicted further growth. However, the college was subject to delays in agreeing the new awards with validating partners, as these Higher Education Institutions (HEIs) undertook strategic reviews of their own partnership strategies. As such, the resource plan has been adjusted for 2017/18 to reflect these issues Table A provides the overview of the growth from 2013/14 (submitted in the 2015/16 agreement) and the current in year position for 2015/16 as of April 2016.

**Table A: Loughborough College Student Profile:**

Total Student Numbers (minus non-starters) 8119	2013/14	2014/15	2015/16
HE Full Time	550	717	709
HE Part Time	293	298	432 (172 FTE)
HE All	762	1019	1141
HE FTE	698 (HEIFES 13)	796.5 (HEIFES 14)	881 (HEIFES 15)

### 5. Loughborough College Higher Education Fee Policy:

In line with funding policies this institution will be charging an average fee that is above the £6000 basic fee for full time students. The college fee policy, agreed in 2015, is detailed in this document **“Summary of Course Fee for Loughborough College 2016/17”**.

The college has allowed for a small increase fees by 2% for 2017/18 starters, to account for the investment needed to support and develop the growth of higher education and secure the student experience.

#### **Fees will fall into the 4 bands detailed below:**

For part-time students, the basic fee of £4,500 will not be exceeded.

Full Time low cost programmes	£7395
Full Time high cost programme	£7956 - £9000
Part Time Credit Based	£1500 per 20 Credits

Exceptions to these standard charges relate to a small number of programmes, where commercial, partnership or resource considerations, academy membership or other requirements mean that we have adjusted the higher level fee. These are detailed in Table 1 of the 'Access agreement 2017-18 Resources Plan' (referred to as Resource Plan in the remainder of the document) and the summary table for 2016/17 below:

**Table B: Summary of Course Fee for Loughborough College 2016/17**

<b>HND</b>	<b>Foundation Degree</b>	<b>BA/BSc Hons</b>
1. HND Travel & Tourism Management – FT: £7395	7. Foundation Degree in Business and Management – FT: £7395, PT: £4500	21. BSc (Hons) Applied Sports Science (Management) – FT: £7956, PT: £4500
2. HND Public Services – FT: £7395	8. Foundation Degree in Events Management – FT: £7395	22. BSc (Hons) Applied Sports Science – FT: £7956, PT: £4500
3. HND Sport and Leisure Management – FT: £7395, PT: £4500	9. Foundation Degree in Hospitality Management – FT: £7395, PT: £4500	23. BSc (Hons) Sports Coaching – FT: £7956, PT: £4500
4. HND Mechanical and Electrical Engineering – FT: £7395, PT: £4500	10. Foundation Degree in Children's & Young People's Services – FT £7395. PT: £4500	24. BSc (Hon) Sports Coaching and Teaching (Futsal) - FT £9000, £4500 PT
5. HND Computing and Systems – FT: £7395, PT: £4500	11. Foundation Degree Youth and Community Justice – FT £7395. PT: £4500	25. BA (Hons) Leadership and Management – FT: £7395, PT: £4500,
6. HND Creative Medial (Games) – FT: 7395	12. Foundation Degree Adult and Children Mental Health – FT £7395. PT: £4500	26. BA (Hons) Sport Management – FT: £7395, PT: £4500
	13. Diploma in Education and Training - £4500	27. BA (Hons) Tourism Management – FT: £7395
	14. Foundation Degree in Space Engineering – FT £7956, PT: £4500	28. BA (Hons) Public Services Management – FT: £7395
	15. Foundation Degree in Engineering – FT: £7956, PT: £4500	29. BA (Hons) Events Management – FT: £7395
	16. Foundation Degree in Creative Music Production – FT: £7395	30. BA (Hons) Hospitality Management – FT: £7395
	17. Foundation Degree Sports Coaching – FT: £7956, PT: 4500	31. LLB Law – FT £8160 – PT £4500
	18. Foundation Degree in Sports Science – FT: £7956, PT: £4500,	32. BA (Hons) Applied Studies (Music) – FT: £7395
	19. Foundation Degree in Sports Science, Sports Development & Management – FT: £7956, PT: £4500	33. BSc (Hons) Mechanical <b>or</b> Electrical and Electronic Engineering – FT: £7956, PT: £4500
	20. Foundation Degree Sports Coaching and Teaching (Futsal) - FT £9000, £4500 PT	34. BA (Hons) Education Studies – FT£7395 PT: £4500
		35. BEng Mechanical and/or Electrical Engineering – FT: £7956, PT: £4500

Based on the resource model, Table 6c in the Resource Plan, the average fee for Loughborough College for 2017/18 is expected to be **£7562** before adjustment for financial support, further details are provided in the section Table 1 in the Resource Plan. 'Higher Education Fees 2017-18'. The college has no Erasmus programmes or sandwich Degree for higher education.

Based on our previous OFFA submissions, the college has committed to an HFI percentage expenditure of between 23% and 25% up to 2020/21 as a proportion of the fee income over the basic fee. As indicated, such investment is subject to predicted recruitment and the delivery and validations for planned awards.

## **6. Networks and Outreach:**

Loughborough College Higher Education is well placed to deliver access to higher education opportunities, as we are geographically positioned to draw and recruit from both the North and South population centres of the East Midlands. We continue as a college to work individually and in partnership to deliver long term outreach work, promoting access to higher education. To achieve this, we have committed to resource and participate in two regional networks (NEMCON and REACH). The college is already committed to delivering within the REACH and NEMCON networks as part of the 'College Based Higher Education (CBHE)' outreach and access strategy and work streams. The college has and will continue to host college based higher education advice and guidance events at Loughborough College, where regional colleges who are members of the REACH and NEMCON partnerships are invited. As well as attending a range of CBHE from the REACH and NEMCON partnerships, we offer taster events, advice and guidance for career advisors and teachers. We target other further education colleges, 6<sup>th</sup> forms and schools, who will receive the opportunity to attend for the day, have advice and guidance, experience opportunities and gain a sense of the unique strengths and opportunities that CBHE offers as distinct from a university.

As indicated in both the 2015/16 and 2016/17 agreements, the college has and will continue to refocus its expenditure on the development of infra-structure and activities to support access and student success in line with OFFA guidance. This arrangement has seen the launch of the use of Higher Education Academic Tutors to provide flexible, bespoke support to all higher education learners. The college has also sought to extend its engagement with schools locally and regionally, increasing its offer of taster days, open days and focused information for specialist areas, as well as undertaking visits to schools and 6<sup>th</sup> Forms.

## **7. Outreach Priorities - Targets and Milestones:**

We will seek to engage in both 'outreach' and 'in reach' to the almost 9,000 FE learners at Loughborough College many of whom come within widening participation and other targeted cohorts. As indicated above, the delivery of the strategic outcomes for CBHE outreach and advisory work will form an embedded element of this agreement.

We have added new targets in-line with OFFA guidance for the 2017/18 agreement, to include BME and disabled students' achievement.

The college seeks to grow through its 'outreach work in Further Education to Higher Education', networking relationships and innovation project, seeking targeted increases in participation from:

- students in the 16-30 age range. The target group is students studying within the East Midlands in sixth forms and colleges of further education.

- Increase progression into the college's higher education provision from internal college level 3 students.
- Increase progression into the college's higher education provision from work-based learners taking level 3 awards.
- Increase mature, part-time distance and blended learning students seeking to change careers or re-enter the workforce.
- Increase the numbers of higher education students enrolled and registered who are declared disabled.
- Increase the numbers of women studying technology (STEM) programmes.
- Increase the numbers of BME students progressing from level 5 to level 6 higher education.
- Increase the numbers of disabled students achieving a merit or distinction award at FD/HND awards.

#### **8. Activities to support this will include:**

- Open days aimed at the wider local population and for Loughborough College internal further education students.
- Targeted visits by college staff to schools and colleges across Leicestershire, Derbyshire and Nottinghamshire and the East Midlands Networks, a particular target being those schools with low higher education participation rates to promote the benefits of higher education study.
- Work with the Leicestershire Reach Higher Education Widening Participation (WP) Partnership, of which the college is an active member, to promote higher education taster events.
- Higher Education taster days where potential students (external and internal) can sample and experience study and professional practices in technical and professional Foundation and Degree programmes.
- Increase uptake of students completing the Loughborough College 'Passport Progression Module'.
- Women into technology and STEM events at both the college and outreach in regional schools.
- Higher education employment and progression events, including bespoke higher education advisor support.
- Higher Education Enterprise club.
- Specialised higher education academic advisors.

## **9. Innovative Outreach and Access – ensuring success:**

The college has maintained a strong professional, technical and vocational part-time profile (See Table A). Our full-time numbers have grown from 762 (All HE 2013/14) to 1141 (All HE 2015/16). Equally our part-time student numbers have remained broadly stable at 293 in 2013/14 and 298 in 2014/15, but appear to have surged in 2015/16 to 432. The college target was to seek an increase of around 10% in 2016 and then 5% year on year. However, as stated, the college has enjoyed a substantial increase in part-time recruitment, growing from 298 to 432 from 2014/15 to 2015/16. As such, at this stage, we are not in a position to adjust the targets upwards, as we need to consider how sustainable such a rapid growth will be. This decision is in the context of wider trends in the Higher Education sector as a whole, which has seen a substantial decline in part-time recruitment of around 40% plus. As such, we are committed to growing a full-time as well as ensuring the stability and growth of our part-time and flexible, blended and distance learning programmes.

These latter delivery modes require significant resources and investment to develop appropriate learning materials and on-line support platforms, as well as the development of new expertise in academic teams. However, we are committed to this investment, as the delivery model represents an innovative approach to outreach and access. The approach is innovative as it moves away from the traditional focus on primary and secondary school learners, and aligns with the objectives within the OFFA strategy and the 2017/18 guidance. Crucially for Loughborough College Higher Education it is building on the unique competencies we have as a CBHE provider.

The target population is particularly pertinent to the OFFA agreement as it targets both mature and other potential students who have not experienced higher education, or who might currently be in current employment.

## **10. Student Success, Progression and Engagement:**

### **11. Loughborough College Higher Education Student Champions Programme:**

Generating the leaders for tomorrow *Succeeding, Achieving and Progressing*.

The key principle in this section is that we are committing to an innovative and 'student centred and led' programme that supports student success, giving students the skills and aspirations to progress within their programme of study, whilst gaining the skills to also progress into work with our communities, creating a wider concept of student achievement (levels 3-6) and produce students who are innovative and enterprising. From this, they will be better prepared for progression into employment and further professional studies.

### **12. Investment in Infrastructure:**

In 2015/16 we signposted a move away from a bursary to funding infra-structure to promote success. We have introduced progression bursaries for internal students and targeted under-represented groups. This investment will be in the development, support, training and resourcing of the students champions programme. It will build on the student success investments highlighted in the 2015 agreement, in extended tutoring, specialised tutor support and the new 'Academic Tutors' roles for higher education.

We recognise that there is a demand from the student body, whom we consulted over their priorities for the HE student experience at Loughborough College, for the support of the college in developing the skills, attitudes, attributes and practical experience that would enable them to progress successfully into work and/or post graduate professional and technical studies.

To this end we intend to invest in the appointment of 2 Student Champions Coordinators. Their focus will be to lead the development of the Higher Education Student Champions Programme and will focus with wider college professional services (such as careers, the college employment, employer networks, the students union and its societies etc.) on:

- a) Outreach, Progression and Employability.
- b) Student Engagement and Achievement.

The Student Champions will work with the new Champions Coordinators to become a catalyst for the engagement of higher education students in working with our local and regional' communities, providing student led support and outreach in schools and community settings, as well as supporting internally progressing students at levels 3-6 to succeed and achieve, and create a dynamic amongst the students for progression from levels 3 – through the stages of the students degree programme and on to level 7. The college will financially support up to 18 cross-college champions in the first year with the following focus:

- 1) Student Achievement Champions.
- 2) Women into Science and Engineering Champions.
- 3) Community Engagement & Volunteers Champions.
- 4) Activity and Sports Engagement Champions.
- 5) Young Entrepreneurs Champions.
- 6) Student Inclusion, Engagement and Equality Champions.

Each academic department will have a named lead academic for the Champions programme as part of their wider academic and scholarly activity and will be part of the evaluation team researching the impact of our measure alongside the Student Champion leads.

Volunteers will be supported with training (including certificated volunteers awards with the CVS), and mentoring by academic staff and the student champions and awarded expenses.

### **Loughborough College Higher Education - Student Guarantee:**

The Loughborough Higher Education Guarantee represents a commitment by the college to a series of key principles and practices that assure the students experience and provide clarity and transparency in the information provided to students.

At the heart of this guarantee is the commitment of Loughborough College over the next 5 years that we become recognised as "Loughborough College Higher Education – The No1 UK College for Inclusive Higher Education".

1. Guarantee of free and accessible face-to-face and on-line pre-entry guidance support and preparation for all applicants. (Outreach and progression)
2. Guarantee of access to Free Open Educational Resources at level 3 entitled the 'Loughborough College Passport to Higher Education Module' available to all 'acceptances' and all internal level 3 students. (Outreach, success and progression)

3. Guarantee of access to a Free Open Educational Resources at level 6 entitled the 'Loughborough College – Higher Education Passport to Further Professional and Technical Education and Employment' Module – free to all successful level 6 students and designated successful level 5 progresses (version level 5 progression). (Success and progression).
4. Guarantee of a higher education course offer for all students at application if they are predicted to meet the minimum entry requirements. (Outreach, progression and success)
5. Guaranteed interview and guidance from both academic and careers specialists, with a contextual selection and offer event for mature, part-time and non – traditionally qualified entrants to higher education. (Outreach and success)
6. Guaranteed interview and guidance from both academic and careers specialists, with a contextual selection methodology, and an offer event for disabled, vulnerable and other non-traditional and priority access groups (as indicated by OFFA guide 2014/15 and updated for 2016/17). (Outreach and success)
7. Guaranteed laptop for all students progressing from Loughborough College internally in to Loughborough College Higher Education<sup>1</sup>
8. Guaranteed elite sports scholarships for those student progressing from level 3 and meeting the Elite and/or Futsal Academy criteria as outlined in the 2015/16 agreement.
9. Part-time scholarship of £250 for all part-time mature students progressing internally from level 3 and enrolling with Loughborough College Higher Education. (Outreach, progression)
10. Guarantee fixed costs for the whole programme (full, part-time and distance learners)<sup>2</sup>. (Outreach, success and progression)
11. Guarantee of guidance and supported progression into clearly signposted graduate and professional education opportunities (with progression agreements). (Progression and success)
12. Guaranteed support, advice and opportunities for students to engage in developing real world employment skills and/or enterprise and entrepreneurship clubs and societies. (Outreach, Progression and Success)
13. Guaranteed financial support and specialist advice and assessments under a new College Hardship and Disability Support Fund. (Progression and success)

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<sup>1</sup> The proposals have replaced the cash payments, after consultation, we believe this supports student engagement, student success and progression challenges for socially excluded students and targets resources more effectively.

<sup>2</sup> The 'Programme' refers to the programme the student enrolls for as their qualification aim i.e. an HNC/HND, FD or a Degree. Where students are withdrawn or chose to withdraw, and then return, the fee applicable at the time of return will be the new fee as advertised. For students 'pausing or intercalating' the fee guarantee remains.

## **Bursary, Scholarships and Fee waivers**

**Stable and Transparent Fee Commitments:** Loughborough College – Higher Education is committed to offering students a stable fee structure for all (FT and PT). As such, rather than raise fees in line with RPI (see p10 (65) 'Permitted real term fee rises' in the February 2016/02 OFFA Guide), student fees will be maintained at the level advertised on the year when an individual student enrolls, and signs the Higher Education Student Enrolment Agreement and Contract. This offers financial stability and support to full and part-time students through the College's decision to waive the right to increase the fee in line with the government inflation figure.

The fee stability guarantee is just one part of the "Loughborough College – Higher Education Guarantee". The 'Guarantee' exemplifies a 'whole institution and 'whole lifecycle' approach".

### **Bursary and Scholarships:**

**Sports Elite Scholarships:** The college is reviewing this scheme, but will continue with the scheme of progression scholarships and bursary payments for elite athletes detailed in the 2016/17 agreements (whilst reviewing its success in meeting targets) and will be reviewed again following implementation 2015/16 and evaluation 2016/17.

The scheme was enhanced in the 2016/17 agreement to offer scholarships to students studying for awards related to Futsal and support the elite student's engagement in the Futsal National Academy and Elite Programmes. Students will be eligible for a scholarship of up to £3000 per year. The Futsal Academy (<http://internationalfutsalacademy.com/>) is committed to a wider partnership and will act for the college through its network promoting access and inclusion of underrepresented groups as identified in our OFFA agreement.<sup>3</sup>

**Promoting progression:** Student numbers have grown steadily across the higher education provision of the college (30% FT since 13/14 See table A). However, internal student progression into higher education we had a target of 6% for 2015/16. We believe we may have slightly exceeded this target to 8% in 2015/16.

We will continue with one key and legitimate focus from the 2016/17 agreement (as well as the 2015/16 period) will be the (in effect) outreach work (internally) to inform and inspire our learners about the opportunities available to them at Loughborough College Higher Education. As indicated in the Loughborough College Higher Education Guarantee the following applies:

1. Achievement scholarships for students progressing from Loughborough College internally in to Loughborough College Higher Education between £250 or £500, and a further £250 or £500 at the end of the academic year for successful completion of each stage with pass and progress profile. (Outreach, progression and achievement)
2. Provision of an elite sports scholarships for those students progressing from level 3 onto level 4 or topping up to a full degree and meeting the Elite and/or Futsal Academy criteria as outlined in the 2015/16 agreement.

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<sup>3</sup> International Futsal Academy Ltd, 11 Leicester Road, Narborough, Leicester, LE19 2HL  
<http://internationalfutsalacademy.com/>

3. PT scholarship of £250 for all part-time mature students enrolling with Loughborough College Higher Education who studied at level 3 with the College (Outreach, progression)
4. We noted in the 2016/17 agreement that despite the generous nature of the National Scholarship Programme awards we are moving away from the previous fee remission policy as this has consistently failed to attract interest and applications. As indicated, instead we will offer a number of £1000 annual progression and achievement scholarships to students progressing from our level 3 programmes. To continue to qualify whilst on their HE programme, students must pass all assessment (with a progression recommendation from the assessment board) at the end of the stage they were registered in, and subsequent stages through their programme of study. Additionally 3 scholarships will be ring fenced for students who are care leavers.

### **Information on financial support available to students**

The following information will be available to students:

- Financial information will be made available to all prospective students considering whether to join courses coming under this agreement.
- Such information will be guided by the principles of accessibility, transparency and clarity especially regarding offsetting bursaries against outstanding fees.
- During induction all students will receive a presentation from the Student Services team which will cover issues associated with student finance.
- All information relating to costs and means of support for students will be available on the college website.

### **Loughborough College Higher Education expenditure on access and progression measures:**

The institution will direct additional revenue to support access measures in the following ways:

- Through scholarships and bursary payments to students in sport, mature students and internally progressing level 3 students as outlined above.
- Through outreach activities, involving road shows, transport, and promotional materials, REACH and NEMCON networks.
- Through funding to provide additional support for Academic Tutors to support student success and progression.
- Through a series of college-based and college-led Higher Education progression events.
- Through the development of the Loughborough College Progression into Higher Education Passport Module.
- Through the Loughborough College Higher Education Champions programme.

- Through the appointment to the student services team of a full-time post to support the progression development needs of HE students into work or further post graduate professional programmes.
- Through the validation and delivery of a new, professionally/vocationally orientated Foundation Degree programmes, with substantially supported placements and progression routes into work or post graduate professional education

Expenditure and ratios are detailed in the attached resource plan – however in summary:

**Higher Fee Income 2016/17 (Subject to recruitment and validations):**

<b>Academic Year 2017/18:</b>	<b>Full Time:</b>	<b>£1,381.326</b>
<b>Access Expenditure:</b>		<b>£69,000</b>
<b>Offa Accountable expenditure</b>		<b>£22,812</b>
<b>Student Success expenditure:</b>		<b>£145,000</b>
<b>Offa Accountable expenditure:</b>		<b>£94,375</b>
<b>Progression expenditure:</b>		<b>£130,000</b>
<b>Offa Accountable expenditure:</b>		<b>£45,321</b>
<b>Total OFFA -countable expenditure:</b>		<b>£346,508</b>

Total Expenditure as a % of HIF: 25.1 %

This represents (as indicated earlier) a shift towards promoting student success and progression into HE for mature, part-time and internally progressing students, as well as newly targeted.

**Institutional milestones and objectives**

Loughborough College has established milestones and objectives in relation to its higher education provision falling under this access agreement 2015/16 and 2016/17. These have been adjusted in the light of mid-year reviews (2015/16) and the revised guidance for 2017/18 from OFFA. These include:

- Students in the 16-30 age ranges. The target group is students studying within the East Midlands in sixth forms and colleges of FE through our REACH and NEMCON partnerships with targeted interventions for priority groups, including white working class males.
- Increased progression into the college HE provision from internally progressing students.
- Increased progression into the college HE Provision from work-based learners taking level 3 awards.
- Increased mature, part-time/distance and blended learning students seek to change careers or re-enter the workforce.
- Increased the numbers of HE students enrolled and registered/declared disabled at the time of registration and enrolment.

- Increased the numbers of women studying technology (STEM) programmes.
- For 2017/8 we have added targets in line with OFFA priorities, including BME participation and achievement. This will be supported by our on-going investment in HE Academic Tutors, and lever 3 achievement scholarships for FT and PT students, and the support offered through the student champions' programme. We will work collaboratively with our partners in REACH and NEMCON to support targeted activities in schools identified through said partnerships.

### **Employment and Progression:**

- We have committed increased resources to develop HE Progression into Employment and Post Graduate Professional education with the appointment of a full time HE Employment and Careers coordinator.
- The college will invest in the provision of e-skills portfolio for all HE students rolled out from 2016/17.
- The development of the opportunity to participate in the Young Entrepreneurs scheme and competition.

### **Consultation with the Student Body**

Loughborough College has a number of strategies and mechanisms in place for engaging and consulting the student body. Student representatives are members of the Academic Board and are part of the senior committee structures as well as programme and other academic governance arrangements. As discussed, we have held focus groups with level 3 students, and have used these inputs to influence the principles and actions/outcomes outlined within this agreement. Additionally, we hold regular HE student focus groups, and this year, held a College Student Symposium on the future priorities for students studying HE at the college. All of these have inputted into the formulation of the Loughborough College Higher Education Students Guarantee, and the Students Champions Programme. These are clear examples of how the student experience, and student voice, has been at the centre of this.

### **Equality and Diversity:**

The college has a Single Equality Scheme requires that all policies are subject to an Equality Impact Assessment. The College has an equality and diversity action plan and progress against this is monitored through the executive and governing body.

### **Fees and Financial Support:**

We are committed to sharing timely information to UCAS and SLC regarding fees and financial support. We will continue to work closely with UCAS and the Student Loan Company (SLC) and will provide robust data and the information needed to meet their requirements. We will supply course information to these agencies, meet attendance confirmation deadlines with the SLC in order to activate loans for students and will meet the moratorium date to release fee payment to the University. We will also fulfil our obligation to confirm changes in student circumstances.

## **Monitoring and Evaluation**

- The college has committed resources as part of business planning to resource evaluation work that addresses the efficacy of the interventions we have planned. This will enable the college to develop its evidence based-approach to its OFFA responsibilities.
- The college has become a member of EMRWP who gather and evaluate the regional interventions against OFFA-targeted priorities, and will assist the college in assessing how effective the college is over a period of time
- We are collaborating in longer term research with REACH exploring the decision making and influencers on BTEC students decisions to undertake HE
- The college is holding an Annual Higher Education Teaching and Learning Conference exploring best practice in developing employment, professional and graduate skills and HE Progression

The institution will undertake annual monitoring and evaluation of this access agreement to confirm compliance and progress towards the achievement of the milestones. This will be reported to **OFFA** in line with its monitoring and reporting requirements.

Responsibility for the monitoring report will rest with the Dean of Higher Education. The report will be presented to the Academic Board and the College Executive for approval, and following such approval be sent to the college Governing Body for scrutiny.

### **Approval:**

This agreement was given final approval on the **19<sup>th</sup> April 2016**, by the Chief Executive and the Executive Team.

**Table 7 - Targets and milestones**

**Institution name: Loughborough College**

**Institution UKPRN: 10004112**

**Table 7a - Statistical targets and milestones relating to your applicants, entrants or student body**

Reference number	Stage of the lifecycle (drop-down menu)	Target type (drop-down menu)	Description (500 characters maximum)	Is this a collaborative target? (drop-down menu)	Baseline year (drop-down menu)	Baseline data	Yearly milestones (numeric where possible, however you may use text)					Commentary on your milestones/targets or textual description where numerical description is not appropriate (500 characters maximum)
							2016-17	2017-18	2018-19	2019-20	2020-21	
T16a_01	Other/Multiple stages	HESA T1b - State School (Young, full-time, undergraduate entrants)	Increase internal progression from FE to HE Sport, particularly those with higher level grades (D*D*D), through the offer of academic scholarships.	Yes	2013-14 enrolments	5% (13%)	9% (22%)	12% (25%)	14% (30%)	16% (35%)	16%	Internal progression statistics to be provided from IS Department at application and enrolment stages. Baseline data and milestones relate the % of internal level 3 students progressing to level 4 (% of population at D*DD)
T16a_02	Other/Multiple stages	HESA T5 - Projected degree (full-time, first degree entrants)	Raise achievement with internal Foundation Degree students implementing academic scholarships for progression to internal BSc programmes for students achieving a Part B average of 70% or above.	No	2013-14	1.8	2.5%	3%	3.5%	5%	5%	10% of 13/14 FD graduates achieved a distinction of those 10% - 17% progressed with distinction, this is 1.8% of the overall population.
T16a_03	Other/Multiple stages	HESA T1a - State School (Young, full-time, first degree entrants)	Raise achievement through Level 3-HE progression summer schools, for internal and external students in sport	No	2012-13 Results	52%	60%	65%	70%	75%	75%	Exam Board data for 2013-14 academic year not yet available, hence using 2012-13 data. Targets / milestones may be revised when 2013-14 data is available. Milestones relate to 1st attempt pass rates.
T16a_04	Other/Multiple stages	Other statistic - Other (please give details in the next column)	Implement a scholarship programme for elite athletes and performers, increasing progression from internal College programmes and recruitment from professional body partnerships	Yes	2013-14 enrolments	5%	7%	8%	9%	10%	10%	Internal progression statistics to be provided from IS Department at application and enrolment stages
T16a_05	Other/Multiple stages	HESA T5 - Projected degree (full-time, first degree entrants)	To raise the proportion of successful foundation degree students progressing to a BA(Hons) Top Up Degree.	No	2012-13	81%	85%	86	87	90	90	
T16a_06	Other/Multiple stages	HESA T2b - Low participation neighbourhoods (POLAR3) (Mature, part-time entrants)	Increase the number of PT/DL and Blended Mature students, based on more accurate data, and replaces the target from the 15/16, and has more stretch.	No	2013-14	22%	30%	35%	40%	46%	46%	We have used PT mature as a proxy for PT and DL growth, we do have a minority of students on HNC who are PT and work based (7.4%).
T16a_07	Student success	Other statistic - Disabled (please give details in the next column)	Increase the numbers of disabled students achieving a merit award at FD/HND awards	No	2014-15	8%	9%	10%	12%	13%	14%	Internal data shows for 14/15 that 2 (8%) of the 25 level 5 students, who declared a disability achieved a Merit or Distinction.
T16a_08	Progression	Other statistic - Ethnicity (please give details in the next column)	Increase the numbers of BME students progressing from level 5 to level 6 HE studying HE at Loughborough College.	No	2014-15	18%	20%	22%	23%	25%	27%	Around 30% of all students complete level 5. Whilst the total population of BME students drops to 18% for Level 6 top up degree,
T16a_10	Access	Other statistic - Gender (please give details in the next column)	Promote and increase at Loughborough College the numbers of women taking technology programmes at HE levels from the current baseline	Yes	2014-15	1	20	30	35	45	45	The figures represent actual numbers taking a FT or PT programme including HND/D, FD and Degree top up.
T16a_11	Other/Multiple stages	HESA T1a - State School (Young, full-time, first degree entrants)	Increase the numbers of students progressing from Level 3 FE into Loughborough College Higher Education	No	2013-14	2	10%	15%	22%	25%	25%	This target is in effect one element of the overall target in our agreement to grow internal progression from the low level of sub 8% in 13/14.
T16a_12	Other/Multiple stages	HESA T2c - Low participation neighbourhoods (POLAR2) (Mature, full-time, other undergraduate entrants)	Increase the number of mature students progressing from Level 3 FE to Loughborough College Higher Education	No	2013-14	5.5%	8%	10%	12%	13%	14%	This target is in effect one element of the overall target in our agreement to grow internal progression from the low level of sub 8% in 13/14.

**Table 7b - Other milestones and targets.**

Reference Number	Select stage of the lifecycle	Please select target type from the drop-down menu	Description (500 characters maximum)	Is this a collaborative target?	Baseline year	Baseline data	Yearly milestones (numeric where possible, however you may use text)					Commentary on your milestones/targets or textual description where numerical description is not appropriate (500 characters maximum)
							2016-17	2017-18	2018-19	2019-20	2020-21	
T16b_01	Access	Outreach / WP activity (other - please give details in the next column)	Deliver HE Taster days where potential students (external and internal) can sample and experience study and professional practices in technical and professional Foundation and Degree programmes	No	2013-14	0	4	4	4	4		This target replaces the more narrow 2015/16 target focused on Music and Performing Arts, they will remain participants in the wider corss colelge scheme.
T16b_02	Access	Outreach / WP activity (collaborative - please give details in the next column)	Work with REACH and NECOM Partnerships to both deliver and participate in College Based HE progression targetted activities at 6th Forms Colleges and School leavers.	Yes	2014-15	1	4	5	5	6		In planning these, we recognise that the targets might be adjusted as the HEFCE funding for the networks ends in 2 years.