

# Higher Education: Access and Participation Statement

**Version 2020**

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**Related Documents:** E & D Report

## **Access and participation plan**

**[Dates for which this plan applies, e.g. 2020-21 to 2024-25]**

This template is designed to be used in conjunction with:

1. **Regulatory notice 1:** Access and participation plan guidance (OfS 2019.05)
2. **Regulatory advice 6:** How to prepare your access and participation plan - effective practice advice (OfS 2019.06)
3. The **checklist of requirements** for access and participation plans

Prompts are provided in this template in grey. Please remove all grey text before submitting a plan.

This template includes the titles and subtitles you are expected to use in your access and participation plan. If you use an alternative template, or your plan is more than 20 pages, it may take longer to process your plan.

### **1. Assessment of performance**

You should demonstrate in this section that you understand your performance in relation to:

- **gaps** between underrepresented groups and their peers
- **progress over time** in closing the gaps

This includes consideration of your **own student population**, and **your role in the national picture**, especially in relation to the OfS access and participation key performance measures.

Sources of evidence to inform your analysis include:

- the OfS access and participation dataset
- other quantitative data
- qualitative data
- academic evidence

For more information about how to complete this section see:

- Regulatory notice 1, page 18
- Regulatory advice 6, page 6

## **1.1 Higher education participation, household income, or socioeconomic status**

Access

Success

Non-continuation

Attainment

Progression to employment or further study

## **1.2 Black, Asian and minority ethnic students**

Access

Success

Non-continuation

Attainment

Progression to employment or further study

## **1.3 Mature students**

Access

Success

Non-continuation

Attainment

Progression to employment or further study

## **1.4 Disabled students**

Access

Success

Non-continuation

Attainment

Progression to employment or further study

## **1.5 Care leavers**

Access

Success

Non-continuation

Attainment

Progression to employment or further study

## **1.6 Intersections of disadvantage**

## **1.7 Other groups who experience barriers in higher education**

## **2. Strategic aims and objectives**

For more information about how to complete this section see:

- Regulatory notice 1, page 21
- Regulatory advice 6, page 12

### **2.2 Target groups**

This section should summarise, given your assessment of performance, which groups you will be targeting in your access and participation work and at which stages of the lifecycle.

### **2.2 Aims and objectives**

For each of the target groups, you should explain your aims and measurable objectives. This should include the timescale in which you aim to eradicate the gaps.

This should directly reflect your targets detailed in the supporting 'targets and investment plan'. Your targets should show the progress you commit to making over the first five years of achieving your aims and objectives

### **3. Strategic measures**

For more information about how to complete this section see:

- Regulatory notice 1, page 24
- Regulatory advice 6, page 16

This section should demonstrate that you have a credible strategy for achieving your stated aims, objectives and targets.

#### **3.1 Whole provider strategic approach**

For more information about how to complete this section see:

- Regulatory notice 1, page 25
- Regulatory advice 6, page 27

##### Overview

This section should provide an overview about how you are working towards inclusivity across your university or college at all stages of the student lifecycle. This includes engaging with all staff and services and addressing systemic issues to ensure equality of opportunity. Providers should show that their strategy has an overarching theory of change.

##### Alignment with other strategies

Here you should detail how your access and participation strategy aligns with other strategies in your organisation. This includes strategies related to equality, diversity and inclusion and learning, teaching and assessment.

##### Strategic measures

This section should describe the strategic measures you are taking to achieve your aims and objectives. For each strategic measure detailed you should state how it is linked to achieving your stated aims, objectives and targets, for example by providing an evidence informed theory of change.

This includes your approach to:

- the curriculum, pedagogic and student support
- employability
- collaboration
- alignment with other work and funding sources
- financial support (where applicable).

#### **3.2 Student consultation**

This section should detail how students have and will be involved in the planning, monitoring, evaluation and delivery of access and participation work.

For more information about how to complete this section see:

- Regulatory notice 1, page 29
- Regulatory advice 6, page 40

### **3.3 Evaluation strategy**

This section should be informed by the OfS evaluation self-assessment. It should describe how you:

- will ensure your work is evidence informed
- plan to evaluate your activities to ensure that they are having the desired impact on your aims and objectives.

For more information about how to complete this section see:

- Regulatory notice 1, page 31
- Regulatory advice 6, page 18

You may wish to use the subtitles provided in the self-assessment of performance to structure this section, in addition to including a section on evaluation of financial support (if applicable). These are:

- Strategic context
- Programme design
- Evaluation design
- Evaluation implementation
- Learning to shape improvements

### **3.4 Monitoring progress against delivery of the plan**

This section should detail how you will continuously monitor progress against achieving your aims detailed in the strategic aims, objectives and targets sections of the plan.

For more information about how to complete this section see:

- Regulatory notice 1, page 33

## **4. Provision of information to students**

For more information about how to complete this section see:

- Regulatory notice 1, page 35

This section should describe how you provide information on fees and financial support to prospective and current students, prior to them starting their course and for the duration of their course.

## **5. Appendix**

The OfS will append the following items from the fees and targets and investment documents when an access and participation plan is published:

1. Targets (tables 2a, 2b and 2c in the targets and investment plan)
2. Investment summary (tables 4a and 4b in the targets and investment plan)
3. Fee summary (table 4a and 4b in the fee information document)