

Annex A - 2019-20 access and participation plan provider template

Anglo Skills College

2019-20 access and participation plan

Anglo Skills College: Access and Participation Plan

1. Introduction

Anglo Skills College has a strong commitment to widening participation and is committed to providing flexible and high-quality procedures that are accessible to students from all backgrounds. Students who have been identified as disadvantaged will be especially able to benefit from our Access and Participation Statement. It has been prepared in connection with the UK Government's Teaching Excellence Framework for new providers approved as fee capped category providers (without TEF Award) who intend to charge the basic tuition fee for Home/EU students commencing full-time undergraduate courses in 2018-19.

Currently, the Framework covers the national delivery of undergraduate courses, therefore this statement focuses mainly on the work of Anglo Skills College in the UK, however it also covers post graduate diploma courses and equivalent BTEC qualifications. We have been approved for the delivery of such courses by various prestigious UK awarding bodies. We are open to all individuals and groups as a wider part of community. This Agreement has been prepared in accordance with the guidance and requirements identified in Condition A1 of the OfS Regulatory Framework.

The college Senior Management Team have overseen and overviewed this statement.

Assessment of current performance

Anglo Skills College (ASC), established in April 2010, is a Tier-4 sponsored college from UKVI. We have been approved by the Independent School Inspectorate (ISI), an accredited inspection body for private schools and further education colleges since 2011. In the inspection we were awarded Grade 2 in all areas and we have continued to maintain Grade 2.

ASC is an education and training provider offering a wide range of accredited courses in various subjects from Level 1 to Level 7. We also deliver nonaccredited courses and short training. All our programmes and courses are career-oriented and designed for current global industrial demands, as well as the future needs of individuals. Therefore, our stakeholders are many and varied.

We deliver an extensive range of courses through vocational routes comparable with UK National Qualification levels in the areas of Business, Management, Human Resource, English Language, Travel and Tourism, Child Care and Health and Social Care as well as Information Technology. We offer NVQs for work-based learning courses ranging from L3 Awards to Diploma Level 3. ASC also offers BTEC Higher National Diplomas (HND) and Level 7(pre-master) Leadership and Strategic Management courses. All our BTEC degree level courses are accepted by most UK universities for progression to bachelor and master's degree programmes. They are also professional credentials which are recognised all over the world.

All ASC courses are available for all types of student communities, whether they are EU/Home students or international students. As a Tier 4 Registered Sponsor college, ASC offers all its courses to international students for Tier 4 general visa (CAS), short student visitor visa and long-term student visitor visa globally. Moreover, we are accredited by highly prestigious awarding bodies such as Edexcel, OCR, NCFE, City & Guilds, Highfields Awarding Body and many others.

The college operates and delivers all courses from its main dedicated campus.

We have to date worked with strategic partners in the community such as BEGIN Turn 2 US, the local council, ENABLE, Job centre Plus and community centres to attract students from diverse, especially disadvantaged backgrounds. We have enrolled several refugees and many people from underrepresented student groups. We have enabled them to gain access to the college here and have managed to ensure their continued progress on their courses and this has led to their success. Last year, for example, 40 students on our Child Care and Teaching Assistants course successfully completed their level 3 diploma (NVQ) and are now employed in relevant jobs. This group of students were funded by Advanced Learning Loans.

The college also runs a charity, The SEEDS foundation, dedicated to providing underprivileged children with better chances in life.

Ambition and strategy

College Commitment to Accessible and High Quality Academic Provision

Accessibility to All

Anglo Skills College is firmly committed to promoting equal opportunity and, in respect of student recruitment and admissions, the only considerations are that the individual is likely to meet the entry requirements of all courses and that the course meets the student's individual needs.

Anglo Skills College Nottingham (ASC) aims to promote and practise equal opportunities in its training, materials, publicity, and recruitment of staff and students in all aspects of its Service operation. We value the rights of all individuals who with the College. In supporting this Mission, the Equal Opportunities Policy will strive to ensure equality of access to all potential students from diverse background as well as to ensure that all students enjoy equal access in terms of curriculum, assessment, support services and teaching resources and learning opportunities.

The Senior Management Team of the College will ensure equality of access to all potential students with a view to meeting the current needs of OFS regulations. We aim at a clear approach to access, success and progression for all of our students by;

- Ensuring that all course information is accessible, accurate, clear and free from explicit or implicit discrimination
 - Providing written entry criteria and procedures which are free from any form of discriminatory practice
 - Providing impartial and accurate guidance for all students to ensure their placement on appropriate courses which offer success and progression.
 - Ensuring that all course information is written in a format that is easily understood by all prospective students
 - Providing feedback on which selection criteria the student has not met
 - Ensuring that the curriculum meets and reflects the diversity of our student body and community.
 - Ensuring the students' representative is also included in any final decision relating to the student's achievement and progress.
 - Ensuring that all teaching staff identify opportunities in all the areas in which they work to adopt the best approach to the opposition to racism, sexism and all forms of discrimination as it might occur in course content, teaching styles and classroom organization and management for all student community of the college.

Our Approach to Meeting the Particular Needs of Individuals.

It is recognised that individuals may have particular needs related to equality and diversity matters. Where individuals have particular cultural and religious needs which may require a modification to existing arrangements, the College, where practicable, will endeavour to accommodate these needs, within the constraints of operational requirements. Each situation and request will be treated individually and fairly.

It is the policy of the College to ensure that discrimination does not occur on grounds of disability. The College recognizes that it is unlawful for an employer and a provider of education and training to discriminate against a disabled person. Access will therefore be based on skills, qualifications, and relevant experience.

Where individuals are placed at a substantial disadvantage as a result of their disability, the College will make reasonable adjustments to the arrangements, practices, premises or equipment provided to remove this substantial disadvantage.

Wherever possible, the College will provide opportunities and training for people with disabilities, including those who become disabled, in order to support their needs and meet their skills requirements and potential. To ensure all resources are accessible to learners with disabilities within the college, trained staff are provided for extra help and support where possible.

As a Tier 4 Sponsor College, all international students are also provided with an equal level of opportunities to access on all types of education, teaching and learning resources.

Safety of Personal data and Records

All equal opportunities related documentation pertaining to staff and learner activity will be retained within the Principal and Senior Management Office securely within 2tier locked storage facilities. Information provided by existing and potential learners or members of staff for monitoring purposes will be used only for this reason and will be dealt with in accordance with the Data Protection Act 1998.

Continuous Monitoring System to Measure Risks

The college has developed clear objectives towards student success and progress. In monitoring the effectiveness of our student admission and student recruitment procedures in reflecting our Equal Opportunity Policy, basic information relating to students' initial assessment, and needs analysis will continue to be gathered and analysed thereby providing organizational statistics in respect of all types of risk of under achievement; under representation, sex, religion or belief, race, colour, nationality, ethnic or national origin and disability. This data analysis is regularly monitored and tracked through the action plan.

Course evaluation and student feedback throughout the course is also used as a monitoring tool to measure risks and student improvement.

Individuals are under no obligation to provide such data; however, all information obtained in order to provide statistical information for monitoring purposes will be treated in the strictest confidence.

Should barriers to equality of opportunity relating to student activities be identified which highlight under-representation, the College will endeavour to take the necessary remedial action by a programme of positive action and support. Good practice in equal opportunities will be promoted and disseminated with, action continuing to be taken to demonstrate to potential students, staff and clients and to the public at large, that the College is an equal opportunity employer.

Enforcement: Intervention with regards to all risks to student performance and achievement takes place on a regular basis. Any issue and complaint reported by the students and clients will be treated seriously and urgently. Disciplinary action may be taken against any member of the College Community, who is found, upon investigation, to have acted in contravention of this policy.

Access, student success and progression measures

Ensuring All Students are Able to Access, Succeed in and Progress from Higher Education

ASC will endeavour to ensure that every student is enrolled on a course that is appropriate for them. No student will be disadvantaged and every effort will be made to help them succeed. In the event that a student appears to be failing a course, an intervention programme is agreed, and the college monitors the college closely until the individual is up to speed with the course.

All our courses are designed with the intention of meeting the future skills requirements. We monitor the progress of our students after they have completed their course to ensure that our courses are suited to the current job market or the requirements of higher education institutes.

Raising Attainment and Progression

A regular system of assessment will be put in place in all courses. Monthly assessments will be conducted to make sure students are meeting the requirements of the course. The aim of these assessments will be firstly to check learning is taking place and teaching has been effective, and secondly to guide teachers in the implementation of future classes. The feedback from assessments results will be used to plan subsequent learning. The highest standard will be expected of all students and every effort will be made to ensure high attainment throughout.

Anglo Skills College will ensure all the necessary steps are taken to maintain the quality of teaching and learning through the access and participation plan. The senior management team will monitor classes and teachers on a regular basis. ASC will ensure all students have fair access to all materials throughout their lifecycle.

Timely cooperation between teachers and students on further education courses and NVQ courses supports us with high student retention. Success in these courses will enable our students to achieve attainment in other areas of education and the job market. The college also firmly believes success in each of these areas depends on the extent to which students are engaged, and that their engagement depends on their feeling of belonging to an institution which fosters their well-being and interests.

Investment

The total turnover for Anglo Skills College last year was approximately £72,510.00 pounds. We have plans in development for growth by 20% - 30% next year.

In 2018, ASC has secured additional access to government funding organisations. Due of our successful 100% achievement and delivery of funded courses through subcontracting, we have been approved by DWP to run the training and employability courses and community learning courses.

As we are a Tier 4 sponsor, we have secured approval from the Government of Saudi Arabia in Jan 2018 to provide English language courses and training courses to the students sponsored by the Saudi government for higher education, government officials and professionals. We are also listed on the ESFA training provider list.

Anglo Skills College has established a variety of routes to expand sources of funding to enable sustainability and development. Being officially recognised within the approved fee capped category by the OfS, we will be in a strong position to expand on our quality of educational delivery and anticipate our turnover to double.

During the last three years we have reinvested 30% of our income in upgrading our facilities. With 150 – 200 funded students we anticipate utilising approximately 30% of our income to improve our facilities and thereby enhance our accessibility for all students. Computer hardware and software is a priority for upgrading.

As a small to medium sized college we aim for all disadvantaged groups in a manner appropriate to our capacity. If approved for OfS funding, we would be in a strong position to broaden our scope to include an increase of such groups.

Provision of information to students

Transparency and Accessibility of all Information for Students

Anglo Skills College demonstrates transparency of information for its students of all diverse backgrounds. We ensure all our marketing material and social media sources and websites reflects our ethos of equality and diversity. Details of all our courses are freely available to potential students. We provide detailed descriptions of course content thus enabling students to make informed choices about their studies.

Our staff will also provide guidance for students to help them decide whether they will be able to cope with the demands of the courses and whether the courses are suitable for their future career plans. The utmost care will be taken to ensure that no student is on a course to which they are not suited. If a student finds that they are on a course which they believe does not meet their requirements, he or she will be offered an alternative where possible.

Anglo Skills College undertakes to keep students informed of any possible sources of funding that may be available to them to support their studies and maximise financial student support.