



LONDON
COLLEGE OF
INTERNATIONAL
BUSINESS
STUDIES



Access and Widening Participation Statement

Policy Name:	Access and Widening Participation Statement
Date Created:	November 2019
Review Date:	
Next review date	01/07/2019
Author:	Head of Quality and Registry
Approved by:	SSG

Our Ambition

Introduction

The London College of International Business Studies is a small private college with its central HQ based in the South East of London, Canada Water. We offer a range of different programmes at different levels and catering for students of all ages and backgrounds from 18 years upwards.

Our undergraduate programmes are offered on an accelerated basis meaning that a traditional three-year degree can be achieved in two years. Teaching is via a block system, meaning that students learn one module topic at a time, in five-week blocks. This system will allow LCIBS to fulfil our access and widening participation goals. This method of delivery will allow us to accept a greater choice of students due to the ability to finish and achieve a degree within two years and the flexibility of the block system. This will provide a variety of different types of students from mature students to those with caring responsibilities, single parents or those with working obligations as well as those from traditional routes.

LCIBS mission is to deliver high-quality education and training that will make a proactive difference to both the individual student's life and their wider communities. The College aims to become an outstanding place for students to study, a stimulating place for its staff to work and to assist in the wider community and bring flexible educational opportunities to all.

Who do we wish to target?

We wish to encourage participation and support student achievement from underrepresented groups within the Greater London area, in particular (but not excluding):

- Those from poor participation areas, household income and socioeconomic status
- White working/middle class males
- Mature students
- Disabled students
- Carers*
- Care Leavers*
- Offenders*

*We will aim to collaborate with other organisations such as charities and local community groups in focussing on these specific groups.

Our Activity and Support to students

Pre entry Outreach Activities and Taster activity

LCIBS' student recruitment team has over the last 18 months begun to work with a range of schools and colleges to offer free careers and employability workshops. Although in its infancy, we plan to present workshops in a wide variety of schools and community centres, including many in areas of low income or low participation in higher education.

The student recruitment team also offers taster events such as 'master classes' and workshops which help to encourage applications from young people who might not otherwise have considered higher education. Master classes will be delivered in collaboration with Academic staff.

As part of our outreach activities we will also aim to identify and build partnerships with local organisations and charities that will aid our activities in reaching and encouraging participation from under-represented groups in higher education. We will provide on-site events and subsidised or free English workshops for the local community.

Admissions Policy

Our admissions policy is designed to encourage applications from candidates with a wide variety of backgrounds and experience. We do not rely solely on UCAS tariff points but have a policy which looks at a candidate's work experience (recognised experiential learning) as well as their aptitude, commitment and potential to succeed.

This takes the form of a twin-track admissions process: candidates can gain admission either through their UCAS tariff points or via succeeding on our applicant day which takes the form of an Admissions Workshop (comprising an interview and online assessments).

All applicants are invited to a workshop regardless of the level of qualifications currently gained. The workshop aims to ascertain their subject knowledge and skills, awareness and commitment to higher education and includes a self-efficacy assessment. If they are successful at the workshop, they are offered a place.

Students can, therefore, gain a place at LCIBS without formal academic qualifications, this in particular can benefit mature applicants.

Where the applicant is not best placed on the programme or at the College, then we will provide additional advice on other options that they may have to enter higher education at a later date.

Lower tuition fees and Bursaries

LCIBS does not seek the ability to charge higher tuition fees. It is committed to providing high quality education at an affordable cost and that an affordable higher education itself can aide participation in higher education particularly by those from low income families.

Notwithstanding this, LCIBS is committed to providing additional financial support to assist in opening up higher education to those who might not otherwise be able to afford it. The College will therefore aim to utilise where possible any operating surplus to fund bursaries. We hope to provide two bursaries for the most exceptional candidates.

Student Services and Support

The LCIBS Student Services Team provides guidance and mentorship to satisfy our student's needs. We believe that every student has the potential to be successful and achieve their goals while studying at LCIBS. The team is to help students navigate their personal route to success and overcome any challenges that may be in their way.

Each of LCIBS Student Services staff are professionals in their field and are trained and qualified to guide students.

As well as offering an exceptional academic experience, the London College of International Business Studies (LCIBS) provides outstanding support services. The services are designed to ensure that students receive all the information, advice and guidance needed during their time with us.

Our Student Services team offers a comprehensive range of information, support and specialist advice to help with any matter, whether it is personal, practical or academic.

London College of International Business Studies wants to empower students to be active partners in their education. By facilitating a variety of opportunities for students to engage with we ensure that we are drawing on the creativity and talent of our students. A highly engaged student community helps us to improve the student experience continually.

LCIBS is committed to equality of opportunity and ensuring that all students are supported through their studies in order to reach their learning potential. We encourage applications from candidates with disabilities (including specific learning difficulties) and invite applicants to contact us and discuss their needs, in confidence, with an adviser at an early stage. Where appropriate, we will make reasonable adjustments to Admissions Workshops, to enable candidates to demonstrate their potential without being disadvantaged by a disability.

Students who declare a disability are also invited to meet an adviser shortly after registration, in order to discuss their requirements and agree any adjustments to the learning environment or to examinations and assessments.

We recognise that every individual has different requirements, but the below are some examples of the arrangements that can be made:

- Changes to presentation of the learning materials
- Training to tutors or other staff
- Adjustments to assessments, for example additional time or mechanical aids
- Note-takers or readers
- Study skills or mentoring
- Referral to external support agencies
- Putting in touch with local community groups or charities
- Buddy scheme.

Students are given advice about Disabled Student Allowance and some types of support are dependent on receipt of DSA.

Careers and Employability

LCIBS is committed to employability and our programmes are all career-focussed from the outset with our Personal Professional Development modules embedded as core modules throughout all study pathways. We offer a range of support to students, including:

- One-to-one support, advice and feedback
- Industry events
- Guest speakers
- A range of online employability skills-based resources

Measures of success

The College will develop a set of key performance indicators to measure the success of its access activities. These will be monitored by our Governing Body and Senior Steering Group. The KPIs may include:

- Number of outreach events
- Attendance at outreach events
- Number of bursaries
- Retention of bursary students
- Retention of students with non-standard qualification
- Retention of under-represented groups.

Review of Statement

This statement will be reviewed annually by the Governing Body and Senior Steering Group in conjunction with student representation.