

**Central
Film
School**



Central Film School

Access & Participation Committee ToR

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Section A – Purpose and Structure

1. Description

This committee was instituted by the Academic Board in 2019 to develop the School’s Access & participation Plan. It is made up of the CEO, Head of MASR, Head of Curriculum, Finance Manager and Head of QSE, and it liaises directly with the Student Council to develop the School’s strategy and plan in terms of identifying gaps in access, attainment and success and developing activity and investment strategies to close these gaps.

2. Membership

CEO
Head of MASR
Head of Curriculum
Finance Manager
Head of QSE

3. Reporting Structure

The Access and Participation Committee reports directly to the Finance and Commercial Committee and to the Academic Board.

4. Meetings

The committee will meet termly. Dates will be set in accordance with the School’s timetable, and termly meetings will be held at least 1 week prior to the Academic Board meeting.

Section B – Terms of Reference

1. To draft Access and Participation Plans (APP) in accordance with Office for Students (OfS) requirements for recommendation to the Academic Board.
2. To monitor progress towards the specific targets contained within the APP and support the preparation of the annual reports to OfS which will be recommended to the Academic Board for approval.
3. To make recommendations to the Finance and Commercial Committee on the investment required to deliver the targets in the APP.
4. To make recommendations to the Academic Board to secure the implementation of the School's Access and Participation Plan.
5. To monitor and evaluate the success of initiatives intended to deliver the targets in the APP.
6. To provide a summary of progress to the Academic Board and highlight any issues which need to be addressed.
7. To consider new and innovative approaches to access and student success which reflect the School's commitment to the Access and Participation Plan
8. To keep under review the financial support package available to students and make recommendations to the Finance and Commercial Committee where changes are required.
9. To receive reports from the Academic Board and the Quality and Student Experience Committee as necessary and ensure that best practice is shared between the two groups.

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