Access and Participation Statement

https://bite.ac.uk/registry/

Provider's name: British Institute of Technology Ltd (trading as British Institute of Technology, England (BITE))

Provider's UKPRN: 10000920

Introduction

British Institute of Technology Ltd trading as British Institute of Technology, England (BITE) is a higher education provider who have in the past worked with University of East London, Coventry University, Staffordshire University, University of Wales and London Metropolitan University. Established in September 1999, with over 100,000 alumni worldwide who have taken part in higher education and skills. Between 2002 and 2008 the Institute with European Social Fund and London Development Agency engaged with underrepresented people and supported work force development. The Institute worked with the Learning Skills Council to support business sustainability and leadership in small medium enterprises. Our strengths include supporting students through the higher education journey, providing enhanced skills for career opportunities, creating platforms for students to engage with employers, and supporting local initiatives and community development.

BITE Vision is to be renowned as a pre-eminent institution for innovative education, equipping future leaders with skills and techniques to meet emerging challenges.

BITE Mission is to create a fusion of education, research and consultancy to advance knowledge and skills in response to challenging business environments.

BITE Purpose has been to support learning with creativity and aspirations to drive students' ability to prosper. BITE is dedicated to innovate with blended learning that develops highly marketable skills in graduates. We endeavour to bring out the best in our students including a paradigm shift in ambitious thinking and entrepreneurial education. We share and explore with our students the challenges we face today with the possible solutions for tomorrow, strengthening our graduates to face the task of crafting their future that encompass the principles of success.

BITE values in fostering learning:
- Respect, equality and honesty
- Our students and their individual achievements
- Commitment and professionalism of our staff
- Achieving the highest standards in all that we do
- Working together to meet the needs of our institute
- Engaging the stakeholders and the wider community
- Understanding our corporate social responsibility
- Effective, efficient and appropriate use of resources

The Institute has strategically taken an inclusive approach to the work of engaging with individuals and groups of individuals with protected characteristics as defined by the Equality Act 2010.

BITE HE strategy is focused upon the development and delivery of high quality programmes to support internal progression, widen participation and to meet external demand through partnership. There are three key priorities within this strategy.
1. Focus on local priorities
2. Internal progression
3. Employability and skills development
4. Assuring Higher Education Quality Post Covid-19

Marketing Plan

1. Reaching out to students through BITE alumni
2. Reaching out to students through BITE community network
3. Reaching out to students through BITE business network
4. Using BITE "YouCan" project to inspire year 10/12 to engage in technology, science and business
5. Taster seminars
6. Advertising in the Borough Magazine
7. Advertising in London Evening Standards
8. Networking with East London SME's in sustainable staff development
9. Participating in UCAS East London and East of England Events

Marketing Strategy

BITE's local focus is to reach out to students in London Borough of Newham, Tower Hamlets, Waltham Forest, Epping, Hackney, Redbridge, Lewisham, Barking and Dagenham with high numbers of youth and A'Level students who have taken gap years.

We are confident with the marketing mix plan together with the support of our staff we are able to meet the student numbers.

It is envisaged that the approach to the market, coupled with additional support through community groups and local SME's, the above forecast of student numbers is achievable.

Recruitment to HE programmes:

BITE YouCan project launched with the support of Lord Erroll, a initiative to encourage pupils to expand their creative horizons, working with years 10 and 12 engaging pupils in STEMS and Entrepreneurship. BITE supported the school with a grant of up to £3,000 and access to scientists and entrepreneurs from BITE to support creative investigations and solutions at selected secondary and sixth form schools.

BITE Taster sessions are offered to applicants throughout the year so that they get the opportunity to attend the institute in advance of enrolment and discuss any potential concerns or support needs. Applicants are also able to experience the welcoming environment and small class sizes

BITE Admission Officers are able to provide students progression routes mapped to UCAS tariff points.

Student Support

BITE has a dedicated student welfare officer. From the moment any prospective student considers joining the Institute they will be able to access support with:

- Welfare and Funding
- Course Information
- Annual Enrolment
- Health and Leisure
- Career Prospects
- Counselling
- Learning support
- Accessibility
- Accommodation
- Travel and Transport

Support for students comprising pastoral provision through tutorial programmes, additional learning support for students with Learning Difficulties and Academic Skills. The personal tutor oversees the students pastoral support and ensures that the individual needs are being met.

Widening Participation

The Institute widening participation provides opportunities and specialist programmes for people within these groups to experience HE and access support that they may need to progress further. By combining knowledge of higher education and the network of business and industry we aim to raise attainment and help people develop the skills and knowledge to **make education work** and meet their aspirations.

The Institute is fully committed to improving access, participation, success and progression for students of all backgrounds and is committed to regularly reviewing data to monitor progress, identify areas for improvements and build on areas of success. Using this analysis we are able to make clear decisions on how we can strengthen our position in the market. We offer opportunities to study Higher Education in Technology, Science and Business fields to prospective students of all backgrounds regardless of disability, culture, race, ethnicity,

gender, age, sexuality and other factors identified as barriers. The Institute with guidance from the Office for Students will focus on three key themes:

- Access
- Success
- Progression

Promoting Accessibility

The Institute operates a fair and clear admissions policy with easy to understand entry criteria for its programme. Applications are welcomed from all prospective students from all backgrounds. The Institute is committed to the promotion of equal opportunity, equality and inclusion to all aspects of the student lifecycle from recruitment, admissions to achievement. We are able to do this by having clear guidelines, polices and regulations that are understood by all staff involved in the decision making process whether it be assessing an application, being on a panel for an audition or teaching on a programme to ensure student progression. The Institute will ensure that all staff promoting the programme do so in a fair, clear and inclusive way.

Wider, Fair and Transparent Access into HE

The Institute will provide clear progression routes to Higher Education within all its programmes and look at ways in which we can break barriers to promote inclusion. The Institute will ensure that good financial management is used to self sustain and re-invest into the programme within all procurement guidelines enabling us to keep low course fees for entry and continuation. Support our students to identify ways to save money on accommodation and travel. For example taking shared accommodation and encouraging students to use the new cycling routes within London that have been made more save and clear.

The Institute is committed to increase student participation from all underrepresented groups into Higher Education. We are working closely with secondary schools, sixth forms and colleges in promoting the fields of our expertise, inspiring young people into technology science and business. The Institute experts are visiting schools, sixth forms and colleges delivering speeches, supporting workshops and promoting the advantages of studying Higher Education.

Providing information, support, advice and guidance to prospective students

The Institute will continue to provide information, support, advice and guidance to prospective students whether they are offered a place at the institution or not. Through the admissions cycle staff will ensure that students who meet the criteria are still informed about alternative options if it was felt that the individual's aspirations may be met better elsewhere. Prospective students who do not meet the criteria will receive help by identifying suitable

alternative opportunities to access Higher Education. To ensure participation and the access for opportunity; entry with a relatively lower tariff point will remain; and the opportunity to a fair interview. The Institute provides information and promotes the provision of its Higher Education opportunities to prospective students at open events, social media, community networks, business networks exhibitions, meetings and the workplace.

Retention and Achievement

The Institute is committed to improving the retention and the success rates of students by constantly monitoring and driving down the non-continuation rates and identifying trends and reasons why students do not complete. To do this we are and will continue to work with students who are typically associated with higher levels of dropout and offer the right support. The Institute have put a huge amount of emphasis on creating a student-support team after identifying a number of students are facing issues and challenges in things like academic referencing that affected their studies and in the long run could lead to non-continuation. The student-support team work with all students who are having issues whether they are personal, academic or other.

The Institute is committed to ensuring that all students from all backgrounds successfully complete their study to the highest level possible. In order to bridge the attainment gap from all groups that are considered underrepresented such as Black Minority ethnic and students with disabilities the Institute will continue to place a huge amount of emphasis on staff development to ensure they have the skills and knowledge to help students achieve. The staff with the right skill set will ensure that they are able to identify those with additional needs by mentoring and tutoring students and regularly checking progress.

Review of the data

- A review of the data BITE holds the backgrounds of its applicants and students in compliance with GDPR.
- Use of this data to analyse the areas in which BITE is performing well and those where it wishes to take further action to improve.

Assuring Higher Education Quality Post Covid-19

During coronavirus pandemic BITE developed and implemented measures to support continuation of learning by introducing a blended learning of online and zoom classrooms where learners where able to interact in real time with tutors. Post pandemic and its possible recurrence in another form has been considered by BITE and hence we moved towards a sustainable blended learning methodology that will allow staff and students the flexibility to move from physical classroom teaching to digital classroom teaching without compromising quality in the delivery of teaching and learning. Measures are in place to

ensure participation and engagement of students on the digital platform with an emphasis on peer interaction and lecturers delivering student centred learning. BITE has considered the OfS[1] response and guidance for radical improvements in digital teaching. BITE has reviewed QAA and UK Higher Education Institutions to apply best practice in supporting the shift to digital delivery during the Covid-19 pandemic[2].

Operational planning

BITE has a robust operational plan to support students and staff throughout any new and unforeseen events and can manage expectations to rise above to live and learn. We will share data and information made available by the government health organisations on any recurrence and variants.

We continue to adopt the following contingencies:

a. incorporating emergency actions taken immediately before or at the onset of lockdown to implement business continuity plans, conduct risk analysis, close campuses, ensure the safety of students and staff, and identify how teaching and assessment could continue

b. incorporating a forward-looking strategy, to develop interactive digital blended delivery, and coming out of lockdown commence space planning for an eventual return to campus and resume some in-person teaching and learning in the context of physical distancing guidelines. The importance of clear communication is paramount in both contingences.

BITE has established a disaster steering committee chaired by the Principal, this will go into action as a disaster unfolds; members will include student president (deputy chair), the Institute Secretary, Chief Operations Officer, Teachers and Student Welfare Officer. It will report to the Council, sharing vital information with the Academic Board, Executive Committee, Student Welfare Committee and Learning & Quality Committee. The senior disaster steering committee will be chaired by an independent member to oversee BITE response.

Academic planning for 2022-23

Arrangements are in place for the academic year 2022-23. These includes a digital platform ready to deliver blended teaching and learning, facilitating peer interaction, and peer discussion forums that follow on from the digital lessons.

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[1] https://www.officeforstudents.org.uk/news-blog-and-events/press-and-media/universities-response-to-pandemic-could-see-radical-improvements-in-digital-teaching-says-ofs/
[2] https://www.qaa.ac.uk/docs/qaa/guidance/how-uk-higher-education-providers-managed-the-shift-to-digital-delivery-during-the-covid-19-pandemic.pdf

BITE has streamlined processes capable of processing the forecast student numbers quickly without compromising institutional oversight of academic standards. This includes the ability to combine and move smoothly between face to face and virtual modalities as the situation evolves, without disrupting the quality of teaching, learning and the whole student experience. This approach is feasible because our learning resources are designed to be suitable for either virtual or physical delivery by lecturers who are selected for their skills in both modes.

Statement Review

The Access and Participation statement will be annually reviewed to ensure it is fit for purpose, up to date and effective. Student representation will be part of the process to ensure that it is fair and clear. Any changes to the plan will be uploaded to the website ensuring that it is accessible to prospective and current students.

For general enquiries and/or complaints regarding this statement please contact the Institute using the information below:
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