

**ANNUAL PROGRAMME EVALUATION REPORT**

**Reflecting on Academic Year \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Programme name(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

*Programmes that share a significant amount of content may be included in a single report.*

**Programme Leader: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

***Guidance***

* *The Annual Programme Evaluation template consists of two sections:*
1. *General themes*
2. *Focus themes*
* *Section A on Institutional themes should be completed every year for each programme*
* *Section B on Focus themes includes areas that are specific to the programme based on the mapping of the programme data to a set of metrics and benchmarks set by the Academic Standards and Quality Board (ASQB) every year. Programmes that meet or exceed a benchmark do not need to provide further annual analysis on those areas. This section only includes the areas where the programme data does not meet the benchmark.*
* *The metrics and benchmarks as well as datasets used by the Quality & Governance team for mapping against the metrics are available for reference on the Intranet here:* [*Annual Programme Evaluate (APE) Data*](https://edutrinitylabanac.sharepoint.com/sites/intranet/Registry/Annual%20Programme%20Evaluation%20APE%20Data/Forms/AllItems.aspx?viewpath=%2Fsites%2Fintranet%2FRegistry%2FAnnual%20Programme%20Evaluation%20APE%20Data%2FForms%2FAllItems%2Easpx)
* *Any actions identified as part of the Annual Programme Evaluation exercise must be included in the Programme Action Plan that is submitted to every Quality Committee.*
1. **INSTITUTIONAL THEMES**

# Programme Forums and Programme Action Plans

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| Please reflect on the operation of the Programme Forums and Programme Action Plans during the previous year.1. What were the arrangements for the Programme Forums on the programme?
2. Were there any issues? How were those resolved?
3. What went well?
4. How were the Programme Action Plans used? Did students engage with them?
5. Is there anything that should or will be changed next year? Please add any actions on the Programme Action Plan.
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# Access and Participation Targets

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| The Trinity Laban Access and Participation Plan sets out the below targets for student success on programmes:* Reduce the attainment gap between students from IMD Q1 and Q5 areas by -50% by 2028-29
* Reduce the 4-yr average completion gap for students who were eligible for free school meals by -50% by 2028-29
* Reduce the attainment gap for male students by -75% by 2028-29
* Eliminate the attainment gap for students with disability by 2028-29

Please reflect on activity within the programme in the past year that has supported success among these target groups. Are there any actions identified for the Programme Action Plan? |
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# Module Surveys

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| Please reflect on the results of the module surveys and the Module Leaders’ responses to them. Are there any actions identified for the Programme Action Plan? |
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# Placements and industry links

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| How did the programme engage with the industry in the past year? What worked particularly well? Is there anything that could be improved? If there are placements on the programme, please reflect on how they operated in the previous year and what the student experience was. Are there any actions identified for the Programme Action Plan? |
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1. **Staff development**

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| Were any teaching staff development needs identified on the programme last year? How were they met?  |
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# Collaborative Partnerships (if relevant)

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| Does the programme have any collaborative partnerships as defined in Chapter I of the Academic Quality Handbook? If so, which? If not, please do not respond to the rest of the questions in this section. |
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| Were there any issues or concerns relating to collaborative partnerships on the programme this year relating to* Achievement of students from partner institutions/on partnership modules
* Experience of students from partner institutions/on partnership modules
* Quality of teaching/student experience at the partner institution, where relevant
* Communication with the partner institution
* Changes taking place at the partner institution
* Circumstances or external context of the partner institution
* Anything else?
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| How often and in what way(s) did you communicate with the partner institution this year? |
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1. **Additional notes**

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| You can use this text box to expand any of the above sections or to add any further evaluation or observations on the programme from the year under review, if you wish. |
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1. **FOCUS THEMES**

Below are sections for each of the areas that has not met the metric benchmark in the previous year. Programme Leaders, with programme teams and in liaison with other teams or members of staff as relevant, should reflect on each area for improvement and evaluate what action is required to address any issues identified. The actions should be included in the Programme Action Plan.

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| **[Areas for improvement added by Registry for each programme following data analysis]** |
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