

2024 Code Self-Review Attestation (Tertiary)

For further information about Code self-review and attestation requirements, click [here](#).



Mana Tohu Mātauranga o Aotearoa
New Zealand Qualifications Authority

Organisation details

| | |
|---------------------------------------|----------------------------|
| Tertiary Education Organisation (TEO) | NELSON TRAINING CENTRE LTD |
| MoE number | 9393 |

Contact details

Please provide the contact details of the person completing this form. This attestation should be completed and signed by the CE, Chair of the Governing Board or their delegate.

| | |
|--------------|-----------------------------|
| Name | Sean Trengrove |
| Job title | Executive Director Y-Nelson |
| Email | sean@YMCA Nelson.org.nz |
| Phone number | 03 545 6760 |

Enrolment details (domestic learners)

Did you enrol domestic learners in 2024?

| | |
|------------|-----|
| Yes or no? | Yes |
|------------|-----|

Enrolment details (international learners)

Are you an approved Code Signatory to Part 6 of the Code?

| | |
|------------|----|
| Yes or no? | No |
|------------|----|

Did you enrol international learners in 2024?

| | |
|------------|----|
| Yes or no? | No |
|------------|----|

If you answered yes above, what is the expected number of international learners enrolled between 1 January 2024 and 31 December 2024?

| | |
|---|--|
| Total number of international learners | |
| Number of international learners (under 18 years) | |

Student Accommodation details

The Code defines student accommodation as “student accommodation which is exempt under section 5B of the Residential Tenancies Act 1986 (RTA), including where there is a written agreement between the tertiary provider and the accommodation provider under section 5B(1)(b)(ii) of the RTA.”

Based on this definition, do you provide student accommodation?

| | |
|------------|----|
| Yes or no? | No |
|------------|----|

Self-review of implementation of the Code

Using the chart in Appendix 1, rate your organisation's stage of implementation for each relevant Code outcome in the corresponding space below:

Outcomes 1 – 4 (applies to all tertiary providers)

Outcomes 5 – 7 (applies to all providers with student accommodation)

Outcomes 8 – 12 (applies to all providers enrolling international learners).

Outcomes for all tertiary providers

| | Stage of implementation |
|--|---------------------------|
| Outcome 1: A learner wellbeing and safety system | Implemented |
| Outcome 2: Learner voice | Developing implementation |
| Outcome 3: Safe, inclusive, supportive, and accessible physical and digital learning environments | Implemented |
| Outcome 4: Learners are safe and well | Implemented |

Outcomes for providers offering student accommodation

| | Stage of implementation |
|---|-------------------------|
| Outcome 5: A positive, supportive and inclusive environment in student accommodation | --- |
| Outcome 6: Accommodation, administrative practices, and contracts | --- |
| Outcome 7: Student accommodation facilities and services | --- |

Outcomes for providers enrolling international learners

| | Stage of implementation |
|--|-------------------------|
| Outcome 8: Responding to the distinct wellbeing and safety needs of international tertiary learners | --- |
| Outcome 9: Prospective international tertiary learners are well informed | --- |
| Outcome 10: Offer, enrolment, contracts, insurance, and visa | --- |
| Outcome 11: International learners receive appropriate orientations, information and advice | --- |

Outcome 12: Safety and appropriate supervision of international tertiary learners

Rate your organisation's overall stage of implementation for the Code.

Based on your ratings listed above, please rate your organisations overall stage of implementation of the Code in the space below.

Overall implementation

Developing implementation

Confirmation

In accordance with Outcome 1 and [clause 89](#) of the Code, I confirm that:

Action

Response

A self-review of the organisation's performance against the Code has been undertaken.

Yes

The resulting self-review report, including complaints and critical incidents data, is available in an accessible format to learners, staff, and the general public, on the organisation's website. Please provide the link to your published self-review report in the space provided.

URL link:

Any policy and/or operational changes identified through the self-review have been made and/or are included in an action plan.

Declaration

By submitting this form, you are attesting that the information provided is correct and that you are authorised to provide this attestation to NZQA for the organisation.

| | |
|---------------------------|----------------------------|
| TEO name (legal) | Nelson Training Centre Ltd |
| MoE number | 9393 |
| Name | Sean Trengrove |
| Title | Executive Director |
| Email | sean@YMCANelson.org.nz |
| Phone | 03 545 6760 |
| Date of completion | 29 Oct 24 |

If you have any questions, please contact code.enquiries@nzqa.govt.nz or 0800 697 296.

Appendix 1: Continuum of implementation for the Code

| | | | |
|--|---|---|--|
| <p>Early stages of implementation Implementation of the Code has not yet started or requires significant work</p> | <p>Developing implementation Implementation of the Code is underway, yet requires further work</p> | <p>Implemented The Code is implemented</p> | <p>Well-implemented The Code is well-implemented</p> |
| <ul style="list-style-type: none"> • No or limited understanding of Code outcomes and requirements across the organisation • No or limited perspectives sought. Practices to reflect learner voice non-existent or underway • No or limited consideration of Te Tiriti o Waitangi/Treaty of Waitangi and the Treaty principles (including partnership, protection, and participation) when implementing the Code • No or limited practices in place to monitor against all Code outcomes and requirements • No or limited reporting processes from self-review | <ul style="list-style-type: none"> • Some understanding of Code outcomes and requirements across the organisation • Some perspectives sought, including adequate practices, to reflect learner voice • Some consideration of Te Tiriti o Waitangi/Treaty of Waitangi and the Treaty principles (including partnership, protection, and participation) when implementing the Code • Some practices in place to monitor against all Code outcomes and requirements • Adequate reporting processes from self-review | <ul style="list-style-type: none"> • Sufficient understanding of Code outcomes and requirements across the organisation • Multiple perspectives sought, including sound practices, to reflect student voice • Good consideration of Te Tiriti o Waitangi/Treaty of Waitangi and the Treaty principles (including partnership, protection, and participation) when implementing the Code • Relevant practices in place to monitor against all Code outcomes and requirements • Effective reporting processes from self-review | <ul style="list-style-type: none"> • Thorough understanding of Code outcomes and requirements across the organisation • Diverse range of multiple perspectives sought, including robust practices, to reflect learner voice • Full consideration of Te Tiriti o Waitangi/Treaty of Waitangi and the Treaty principles (including partnership, protection, and participation) when implementing the Code • Well-established practices in place to monitor against all Code outcomes and requirements • Highly effective reporting processes from self-review |