



**Trinity Methodist Theological College
Self-Review Attestation Summary
(Pastoral Care of Tertiary and International Learners
Code of Practice 2021)**

November 2024

In 2021, the Ministry of Education released the Education (Pastoral Care of Tertiary and International Learners) Code of Practice 2021 under the Education and Training Act 2020. Each year, all tertiary providers are required to carry out a self-review against this Code.

The report below is a very brief summary of Trinity College's self-assessment of our implementation of the Code in 2024. A more detailed report and action plan is available upon request.

The Code asks providers to reflect on their practice in 12 key outcome areas:

- **Outcome 1:** Learner wellbeing and safety system
- **Outcome 2:** Learner voice
- **Outcome 3:** Safe, inclusive, supportive, and accessible physical and digital learning environments
- **Outcome 4:** Learner safety and wellbeing
- **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
- **Outcome 8:** Responding to the distinct wellbeing and safety needs of international tertiary learners
- **Outcome 9:** Prospective international tertiary learners being well informed
- **Outcome 10:** Offers, enrolments, contracts, insurance, and visas
- **Outcome 11:** International learners receiving appropriate orientation, information, and advice
- **Outcome 12:** Safety and appropriate supervision of international tertiary learners

Because Trinity College does not offer student accommodation and does not enrol international students, outcomes 5-12 are not applicable.

Throughout the year, Trinity College conducts an ongoing self-review of the Code outcomes 1-4, drawing on information gathered from multiple, diverse sources including but not limited to:

- Surveys (formal written surveys and informal conversations/talanoa spaces) with students, staff, faculty, and other stakeholders
- Conversations with student representatives

- College policies
- Records of staff and faculty training sessions
- Incident register and records of learner complaints
- College handbooks

This process identifies areas where the College complies well and recognises those places where we can improve our practice. The information collected from this self-review process feeds into a detailed action plan to ensure that Trinity takes all necessary steps to enable student safety and wellbeing. All members of the Trinity College staff team are working alongside members of Trinity College Council to implement this action plan.

Overall, Trinity’s self-assessment against the Code locates us within the **Well-Implemented** band. Trinity College did not receive any formal complaints in 2024 and has not identified any ongoing issues related to student safety and wellbeing. There have been no critical incidents.

This means we are confident that the relevant systems and processes are in place to ensure overall compliance with the Code:

Outcome	Implementation Rating
Outcome 1	Implemented
Outcome 2	Implementation
Outcome 3	Well Implemented
Outcome 4	Well Implemented
Outcome 5	Not applicable
Outcome 6	Not applicable
Outcome 7	Not applicable
Outcome 8	Not applicable
Outcome 9	Not applicable
Outcome 10	Not applicable
Outcome 11	Not applicable
Outcome 12	Not applicable

Please view the Self Review Attestation PDF below

<p>Early stages of implementation</p> <p>Implementation of the Code has not yet started or requires significant work</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 	<p>Developing implementation</p> <p>Implementation of the Code is underway, yet requires further work</p> <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 	<p>Implemented</p> <p>The Code is implemented</p> <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 	<p>Well-implemented</p> <p>The Code is well-implemented</p> <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
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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)	Trinity Methodist Theological College
MoE number	9644

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	Nāsili Vaka'uta
Job title	Principal
Email	nvakauta@trinitycollege.ac.nz
Phone number	021 570 387

Enrolment details (domestic learners)

Did you enrol domestic learners in 2024?

Yes or no?	Yes
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Enrolment details (international learners)

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

Yes or no?	No
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Did you enrol international learners in 2024?

Yes or no?	No
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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	NA
Number of international learners (under 18 years)	NA

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
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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	Well implemented
Outcome 2: Learner voice	Implemented
Outcome 3: Safe, inclusive, supportive, and accessible physical and digital learning environments	Well implemented
Outcome 4: Learners are safe and well	Well implemented

Outcomes for providers offering student accommodation

	Stage of implementation
Outcome 5: A positive, supportive and inclusive environment in student accommodation	Not applicable
Outcome 6: Accommodation, administrative practices, and contracts	Not applicable
Outcome 7: Student accommodation facilities and services	Not applicable

Outcomes for providers enrolling international learners

	Stage of implementation
Outcome 8: Responding to the distinct wellbeing and safety needs of international tertiary learners	Not applicable
Outcome 9: Prospective international tertiary learners are well informed	Not applicable
Outcome 10: Offer, enrolment, contracts, insurance, and visa	Not applicable
Outcome 11: International learners receive appropriate orientations, information and advice	Not applicable
Outcome 12: Safety and appropriate supervision of international tertiary learners	Not applicable

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	Well implemented
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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.	Yes
	URL link: https://trinitycollege.ac.nz/
Any policy and/or operational changes identified through the self-review have been made and/or are included in an action plan.	Yes

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)	Trinity Methodist Theological College
MoE number	9644
Name	Nāsili Vaka'uta
Title	Rev Dr
Email	nvakauta@trinitycollege.ac.nz
Phone	021 570 387
Date of completion	24/10/24

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