

**Catholic Theological College
(CTC)**

**Self-review of the Code of
Pastoral Care – Oct 2022**



**Te Oranga me
Te Haumaru Ākonga**

**Learner Wellbeing
and Safety**



NZQA

NEW ZEALAND QUALIFICATIONS AUTHORITY
MANA TOHU MĀTAURANGA O AOTEAROA

QUALIFY FOR THE FUTURE WORLD
KIA NOHO TAKATŪ KI TŌ ĀMUA AO!

Summary of performance under each outcome

Organisational structures to support a whole-of-provider approach to learner wellbeing and safety

	Summary of performance based on gathered information (i.e. how effectively is your organisation doing what it needs to be doing?)	How do you know? (i.e. note supporting evidence with analysis to make sense of what it means)
Outcome 1: A learner wellbeing and safety system	Students experience a physically safe and mutually supportive learning environment that responds to the needs of all students.	CTC provides this through a safe delivery campus, interactive teaching and learning that aims to demonstrate best practice. Evidence of this is in Safety and Health documents, policies, information in Blackboard and the student course reviews. We gathered evidence from the students' perspective through student and staff pastoral code surveys
Outcome 2: Learner voice	CTC provides this through interactive teaching and learning and channels by which student voices can be heard (Student representation in Board of Studies, Library Committee, Academic Advisory Board). Evidence is in our policies and minutes.	The mana of students is upheld in their learning environment and their voices are heard and integrated in decisions around the planning and provision of student support services. We have gathered evidence from the students' perspective from student's pastoral care surveys and graduate surveys

Wellbeing and safety practices for all tertiary providers

	Summary of performance based on gathered information (i.e. how effectively is your organisation doing what it needs to be doing?)	How do you know? (i.e. note supporting evidence with analysis to make sense of what it means)
Outcome 3: Safe, inclusive, supportive, and accessible physical and digital learning environments	Students are assisted by CTC to manage their physical and mental health, and to access support when needed.	CTC provides this through advice during enrolment, timely information about assessment and progression, and in response to any stated or observed needs, and information during Orientation week and in email, newsletter and arranged meetings both informal, including social and formal. Evidence of this is the enrolment form itself, advice students get, Orientation ppt and email correspondence. Also provides this through realistic timelines, opportunities for students to submit

		late and/or resubmit work as it suits them and their workplace. Helplines and information in Blackboard. Gathered evidence from the students' perspective through student and staff pastoral code surveys
Outcome 4: Learners are safe and well	Students are assisted by providers to transition to tertiary study, progress and achieve in their studies, and to develop knowledge, skills and experience to prepare them for further work or study.	CTC provides assistance in achievement, and skill development through opportunities during and after lectures to engage with lecturers who support CTC students to progress. Also, students have access to English/Academic services. We also gathered evidence from the students' perspective through student and staff pastoral code surveys

Additional wellbeing and safety practices for tertiary providers (signatories) enrolling international learners

	Summary of performance based on gathered information (i.e. how effectively is your organisation doing what it needs to be doing?)	How do you know? (i.e. note supporting evidence with analysis to make sense of what it means)
Outcome 8: Responding to the distinct wellbeing and safety needs of international tertiary learners	They are sponsored by religious orders and dioceses to be priests and religious, so we teach the courses required	Courses taught effectively
Outcome 9: Prospective international tertiary learners are well informed	Through website and through International Pastoral Code Support Person. Sponsored students' information up to date	This is reviewed at least annually, and through Pastoral Code survey responses. All students sponsored
Outcome 10: Offer, enrolment, contracts, insurance and visa	Policies all available in library, on the website and the students know the pastoral care person. Students must be IELTS 6.5 academic with 6 in each band	Orientation and personal contact with pastoral care person and through Pastoral Code survey responses. Completed successfully IELTS test

<p>Outcome 11: International learners receive appropriate orientations, information and advice</p>	<p>Policies all available in library, on the website and the students know the pastoral care person</p>	<p>Policies all available in library, on the website and the students know the pastoral care person</p>
<p>Outcome 12: Safety and appropriate supervision of international tertiary learners</p>	<p>Clear policies and guidelines, including for plagiarism etc</p>	<p>All students sponsored and feedback through Pastoral Code survey responses</p>