

Catholic Theological College (CTC)

Self-review of the Code of Pastoral Care – Sept 2024



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 benefit from a physically safe and supportive learning environment that responds to the needs of every student.	CTC provides this through a safe campus, interactive teaching through onsite and distance and learning that aims to demonstrate best practice. Evidence of this is in Health and Safety documents, policies on our website, information in the Blackboard SMS (for level 7 students), information in Canvas SMS (for level 5 and 6 students) and the student course reviews at all levels. We gathered evidence from the students' perspective through student (with 76% of students that feel well supported by their Pastoral Care representative) and staff pastoral care surveys (63% of our respondents rate our Pastoral Care Support well). A recent post-study outcome survey showed 87% of our students rated their well-being at 4 or above on a 5-point scale.
Outcome 2: Learner voice	CTC fosters this through interactive teaching and learning, along with avenues to express their voices (Student representation in Board of Studies, Library Committee, Academic Advisory Board). Evidence is in our policies and minutes.	The voice of our students is upheld in their learning environment showing they 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 course evaluations, pastoral care surveys, orientation surveys, graduate surveys, and a post-study outcome survey.

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)

<p>Outcome 3: Safe, inclusive, supportive, and accessible physical and digital learning environments</p>	<p>CTC supports students in managing their physical and mental health through its various support systems, ensuring they can access help whenever needed.</p>	<p>CTC provides this through advice during enrolment through the Registrar and Enrolment Committee (for level 7 students). The Librarian is also able to provide all students access to its well-resourced 'Colin Library' with over 60,000 print volumes, 10,000 eBooks, and 850 ejournals available. CTC offers 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 presentation and email correspondence. Also provides this through realistic timelines, opportunities for students to submit late and/or resubmit work (upon request) to better met the students need and that of their workplace (when relevant). Help and information is available in Blackboard SMS for level 7 students and Canvas SMS for level 5 and 6 students. Resources and facilities of Te Kupenga incorporate partnerships with Māori educators (running special initiatives this year) and relevant professional development for staff is integrated into staff training opportunities as per the updated Te-Tiriti-o-Waitangi-and-Bicultural-Relationships-policy document and the most recent Workstream on Te Reo and Tikanga Māori. Evidence is gathered from the students' perspective through student pastoral code surveys and evaluations. When students have suggested improvements, these are acted on to help students more effectively in their student journey.</p>
<p>Outcome 4: Learners are safe and well</p>	<p>CTC supports students in transitioning to tertiary study, progressing in their academic journey, and developing the</p>	<p>CTC assists in achievement, and skill development through opportunities during and after lectures to engage with lecturers who support CTC</p>

	knowledge, skills, and experience needed for further work or study.	students to progress. Students have access to English/Academic services. We also gathered evidence from the students' perspective through student and staff pastoral code surveys and analysis.
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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	CTC focus for International Students on seminarians from different dioceses who are aspiring to be priests. Sponsored by their dioceses, these students are provided with the necessary courses to support their formation.	Courses taught successfully
Outcome 9: Prospective international tertiary learners are well informed	Through the CTC website and through dedicated international pastoral care person. Sponsored students' information kept up to date.	Reviewed at least annually, and through Pastoral Code survey responses. All international students are sponsored.
Outcome 10: Offer, enrolment, contracts, insurance and visa	Policies all available in CTC library, on the website and the students know the dedicated international pastoral care person. Students must be IELTS 6.5 academic with 6 in each band	Orientation and personal contact with dedicated international pastoral care person and through Pastoral Code survey responses. Regularly tracked for compliance purposes. All International Students have successfully completed the IELTS test with at least 6.5 academic with 6 in each band.
Outcome 11: International learners receive appropriate orientations, information and advice	Policies all available in CTC library, on the website and the students know the dedicated international pastoral care person.	Policies all available in library, on the website and the students know the dedicated pastoral care person.

Outcome 12: Safety and appropriate supervision of international tertiary learners	Clear and appropriate policies and guidelines, including for plagiarism and AI etc.	All international students sponsored, and feedback provided through Pastoral Code survey responses.
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