

Education Code of Practice

NZBA Self-Review

The Education (Pastoral Care of Tertiary and International learners) Code of Practice 2021 (The Code) sets out expectations that tertiary education organisations must meet for learners' safety and wellbeing. New Zealand Biosecurity Academy Limited (NZBA) provides tertiary education for domestic learners and are a signatory to the Outcomes 1 – 4 of The Code. NZBA does not provide accommodation nor services to international learners (Outcomes 5-12 of The Code).

As part of The Code requirements, NZBA undertakes self-review activities during the year and specifically evaluates our education provision against The Code Outcomes:

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

NZBA has well-implemented systems, processes and support to ensure it is compliance against each of the above outcomes, as outlined in the following summary of our self-review.

Self-review Summary

NZBA was registered as a private training establishment in September 2022 and is a small training academy offering a range of courses in Health and Safety for learners currently in employment. We have a small team with small class sizes and believe our personalised level of service and ability to cater closely to the needs of our learners. For this reason, and given our commitment to continued small class sizes and both tailored and individualised learning, NZBA self-review of performance against outcomes 1 – 4 is “well-implemented”.

As we continue on our growth journey there will of course be opportunities for NZBA to continue improving our services to ensure our learners continue to receive the highest level of support and guidance whilst being able to fully engage with us, contribute to the decision making which directly impacts them and maintain a sense of belonging, safety and wellbeing.

As NZBA learner numbers progressively increase, we must ensure that our level of implementation against the outcomes is reviewed and strengthened. To this end there is room for NZBA to improve over the course of 2023.

Outcome 1: A learner wellbeing and safety system

NZBA's goals, plans and practices, and review of the same allows us to ensure our learners are afforded the highest level of care in a system that provides wrap-around support given the size and nature of our business. These honour the principles of Te Tiriti and recognise the importance of providing learning opportunities that are safe and support wellbeing. We work proactively with all stakeholders and review, consider, and continually improve our practices and processes.

Our Tiriti o Waitangi policy ensures we have practices which are important for all learners' that informs our provision of learning opportunities. Cultural safety and appropriateness is incorporated into our training courses.

As a small training organisation, we are well placed to recognise the individual needs of our learners and ensure they have a welcoming and safe environment to learn and connect with each other in. Our small team ensure learners experience a culture of acceptance and inclusiveness – providing tailored support as and when required.

Outcome 2: Learner Voice

We work proactively to develop, increase and improve learner opportunities to be heard and engage with us, which inform the development and delivery of our short courses. Our learners are a key stakeholder and their perspectives on issues relevant to their learning environment, including the use of resources and spaces, rules and codes of conduct, are regularly sought, genuinely considered and incorporated into decisions.

Review and complaint processes are used to improve processes and delivery content. We adopt a culture and environment where learners and their voices are heard and where team members and decision makers value, genuinely consider, and incorporate learners' perspectives into their practices.

Outcome 3: Safe, inclusive, supportive and accessible physical and digital learning environments

NZBA has well-implemented systems, processes and support in place to ensure safe learning environments for both trainers/facilitators and learners. We are committed to continually providing and improving learning experiences that support and fulfil the needs of diverse learner groups.

NZBA is on a journey of engagement with Māori in a cultural awareness and improvement process. Our learning resources are designed to reflect Māori values such as Whanaungatanga (relationship building), Manaakitanga (hospitality and respect), and Kaitiakitanga (guardianship) and incorporates the use of Te Reo Māori, where appropriate, to further connect with Te Ao Māori and provide a deeper cultural experience for all.

Outcome 4: Learners are safe and well

Course and assessment information is provided to learners before the commencement of their course, so they know what to expect and where they can access support. Learners are helped to adjust to changes in course delivery and transition between learning on-site, workplace learning and learning from home. Our enrolment process identifies learners who need additional learning support. Learners have access to academic support through Individual Learning Plans prepared by and with the trainer, as well as additional access to trainers for course-specific academic advice (during office hours or online). Our Learners' achievement and engagement is monitored, and additional support is provided where needed to ensure learners safety and wellbeing are at the centre of all that we do. We undertake regular reviews of our teaching and learning approaches taking into consideration learner feedback, learner behaviour and learner academic outcomes. These reviews help us to identify the strengths and weaknesses of our courses and trainers, and actions for improvement are implemented in a timely manner. Safety and Wellbeing opportunities will be closely reviewed as NZBA grows and in alignment with our commitment to continued excellence through our own and wider group expertise and increased use of online offerings.

Pursuit of Excellence

This self-review was completed in November 2022 and a key consideration for NZBA is to monitor progress against our strategic goals as the business grows. This will require NZBA undertaking self-reviews as needed in line with growth.

Learners are at the centre of everything we do as summarised in the below overview of these goals.

