

Code of Practice for the Pastoral Care of International Students Newsletter

November 2007

Kia ora koutou

I am pleased to be writing my first piece for the Code Newsletter, as Manager-Code of Practice.

Most of you will know Jim Sinclair has retired from his position as Code Administrator at the Ministry, a position he was appointed to in 2002.



My appointment brings considerable expertise and experience to this role. I have qualifications in education and business management, including a Bachelor of Arts, Diploma in Teaching, a Masters degree in English

language teaching and a post-graduate Diploma of Business (HRM). I have more than 20 years experience working in both public and private sectors of education, at intermediate, secondary and tertiary level, in New Zealand, Hong Kong and England. More recently I have worked in the private sector of tertiary education.

I would like to introduce our Code Team and encourage you to contact us with a Code issue or request for information, or with your contribution to this Newsletter and Code practice. Please keep an eye out for the 'Code Review' draft discussion document for consultation with all signatories, which will be released shortly, and we ask for your careful consideration of the Review and subsequent and timely feedback.

I would like to take this opportunity to thank Jim for the excellent work he has done as Code Administrator. He has passed on what is regarded as a good, solid Code, which we are grateful for.

Dot Bach - Code Manager

Introducing the Code Office team

Denise Berry - Secondment, Senior Advisor Schools & Judy Simpson - Senior Advisor International Education



Judy & Denise work with Primary, Intermediate and Secondary Schools. They offer support, answer questions and help schools comply with the Code of Practice requirements. They are keen to offer best practice ideas and are happy to speak at cluster group meetings. Judy also advises on internationalisation. You are welcome to phone or email Judy or Denise with your questions.



Emma Mackie - Code Advisory Officer



Emma joined the Code team in November 2006 and currently assists tertiary education providers with meeting code requirements. Emma answers queries related to specific code requirements and case specific difficulties involving the pastoral care of international students.

Yvonne Callaghan - Senior Support Officer



As the Senior Support Officer for the Code of Practice Unit, Yvonne provides full administrative support to the team, and is often the first port of call for queries to the Code Office.





Code Review

The ministry last reviewed the Code in 2003. Following an evaluation by the Christchurch College of Education in 2006, and feedback from key stakeholders, the Code is being reviewed to ensure clarity and efficacy. The consultation with Code signatories on the review of the Code of Practice for the Pastoral Care of International Students has been delayed due to the recent Cabinet reshuffle. It is anticipated that the discussion document will be released in December with an extended submission period until the end of March 2008. To request the Code review discussion document and feedback form email code.feedback@minedu.govt.nz or phone Deborah Tennet on 04 463 7098.



Useful Resources: WAVES

This film, which depicts the lives of four Chinese International students at a high school in New Zealand, was well received at film festivals in 2006. Copies, which included a resource for Code Professional Development, were distributed to secondary schools with international students earlier this year. To purchase further copies, please contact Gillian Barron in the ESOL team Gillian.barron@minedu.govt.nz



Immigration Contact (All Areas)

Please direct your student permit queries to:

Linda Funnell
06 952 7757

Linda.funnell@dol.govt.nz



Contact Us

Dot Bach:	(09) 632 9511	dot.bach@minedu.govt.nz
Denise Berry:	(09) 632 9436	denise.berry@minedu.govt.nz
Judy Simpson:	(09) 632 9512	judy.simpson@minedu.govt.nz
Yvonne Callaghan:	(09) 632 9513	yvonne.callaghan@minedu.govt.nz
Emma Mackie:	(09) 632 9481	emma.mackie@minedu.govt.nz



Frequently Asked Questions

Q. “We recently received our Annual Return. We don’t currently have any international students. Do we still have to complete the form?”

A. Yes, regardless of whether or not you have international students enrolled, the Annual Return must be completed and submitted to the Code Administrator. If you no longer wish to enrol international students you can withdraw as a Code Signatory by putting your request in writing to the Code Office. If you choose to withdraw as a signatory you will need to reapply to the Code Office for approval should you wish to enrol international students again in the future. For resources to assist you with completion of the Return and for other Good Practice Examples, go to:

www.minedu.govt.nz then click on:

- » International Education
- » Code of Practice for the Pastoral Care of International Students
- » Information/Resources
- » Good Practice Examples

Note: A big Thank You to all of those who have already submitted the annual return. The deadline has now passed. Reminders will be sent to providers who have not yet complied.

If you have a question that you think may be useful to others, please send us an email at: info.code@minedu.govt.nz and we will publish the question and answer in our next newsletter.

