



Temporary Emergency Response Programme Changes Application

Please complete one form per programme, and return to ITEadmin@teachingcouncil.nz, and CC your Lead Advisor.

Note: all fields are mandatory.

1. Fill out the details below

Date: dd/mm/yyyy

Provider:

Provider contact:

Type of emergency: **Local** **National** **Regional**

2. Description of emergency

Please provide all relevant information:

3. Assess the emergency by using the table

In every column, please **only tick one**.

	Seriousness of the situation	Urgency of response	Control of the situation	Likelihood of worsening of the situation
High				
Medium				
Low				

4. Programme(s) impacted by the emergency

Please provide all relevant information:

5. Cohorts, number, and percentage of students impacted by the emergency

Please provide all relevant information:

	No. of students mid-year	No. of students end of year
2023 Graduates		
2024 Graduates (if applicable)		
2025 Graduates (if applicable)		
Alternative/part time students		

6. Impact to staff as result of emergency

Please describe (if applicable):

7. Facilities, services impacted by the emergency

Please describe (if applicable)

8. Has the cohort been impacted previously by programme changes due to any emergency (local, regional, or national)?

If yes, please describe the impact:

9. Request to implement Temporary Programme Change(s) due to the emergency

Please note these changes are temporary, a move to resume currently approved programmes is expected as soon as possible.	Information regarding proposed change, including when it would come into effect, and indicative timeframe.
<p>Request to temporarily move Professional Experience Placement (PEP) to an alternative date.</p> <p>(Requirements 3.1,,3.2,3.5)</p>	
<p>Request to temporarily remove the requirement for a consecutive block of teaching practice.</p> <p>(Requirements 3.1,,3.2,3.5)</p>	
<p>Request to temporarily remove the requirement of the away teaching block, on the understanding that the opportunity for an alternate away teaching block will be provided.</p> <p>Please provide additional information regarding how the variety and diversity of practical experience will be managed.</p> <p>(Requirements 3.1,,3.2,3.5)</p>	
<p>Request to temporarily use a short period of assessed field/school-based experience as a substitute for PEP hours.</p> <p>Please provide additional information regarding how the variety and diversity of practical experience will be managed.</p> <p>(Requirements 3.1,,3.2,3.5)</p>	

<p>Request to temporarily remove mandatory hours for employment and/or field-based practice. (Requirements 3.1,3.2,3.5)</p>	
<p>Request to temporarily change visiting protocols. (Requirements 3.2,3.3)</p>	
<p>Request to temporarily provide online delivery for face to face components of programmes. (Requirement 3.1)</p>	
<p>Request for alternative PEP or assessments, eg. Micro teaching, simulated teaching, small group teaching, hybrid teaching, online teaching, where an emergency is ongoing and temporary programme changes above have already been implemented. (Requirement 3.1,3.2,3.3 and 3.5. This may also impact Requirement 4.1 and 4.3, and assurance that assessment meets expectations would need to be provided.)</p>	

Office use only

RAG notified:

Provider/NZQA/CUAP notified:

File link:

Email receipt of notification: