



# Te Tooa Takitini

Quality Assurance – QA Pānui  
Quarter 4, November 2023

**Mā whero, mā pango ka  
oti pai ai te mahi.**

*With our collective skills and  
talents the work will be done.*

**Kia toi te mahi hangarau  
Kia toi te mahi auaha  
Kia toi te ira tāngata  
Ko ngā toi Māori ka puta  
E kōkō ko Toi Mai ē!  
Turuturu o whiti whakamaua kia tina!  
Tina!  
Haumi ē! Hui ē! Tāiki ē!**

---

## He Mihi Kirīhimete | Christmas Mihi

**Nā Whero i pua, nā Pango i hua,  
Ka tau ai ngā kōwhiringa-ā-Nuku,  
Ko te takitahi o Toi Mai ka hua.**

Through our collective skills our budding aspirations bloomed,  
Which laid before us a plethora of beneficial pathways.  
The unity of Toi Mai bares fruit.

**Nā Whero i pua, nā Pango i hua,  
Ka tau ai ngā kōwhiringa-ā-Rangi,  
Ko te takitini o Toi Mai ka tohu.**

Our unique contributions brought clarity,  
Giving us the ability to dream big and aim high.  
The collective of Toi Mai is boundless.

**Nā Whero, nā Pango i oti pai ai ngā mahi,  
He toa takitahi, he toa takitini,  
Kua Toi Mai te tau, ka tō te tau, ka tau te tau.**

The culmination of hearts and sharing of talents,  
Has built a communal success felt by all,  
highlighting the year has reached its peak  
and now seeks only to enjoy its descent into its recline.

**E Whero! e Pango! E rere nei ko ngā mihi ki a kōrua, ki a koutou i te hanganga o tā  
tātou kaupapa, hei mahinga kai, hei whare āhuru, kāti hei whare kaupapa ora mō  
tātou, mā tātou.**

To everyone that has helped throughout the year to build a solid foundation, to grow  
our garden, to raise our shelter, to be a house of sustenance and continual growth  
for us all.

**E Whero! Koutou i tū ai hei ringa atawhai, hei ringa tohu ki a mātou me pēwhea te  
hanga o te papa hei tūāpapa, hei mahinga kai, kia whāngai ka tika i te oranga o tā  
tātou kaupapa, nei rā te mihi a te ngākau, nei rā te mihi o te aroha, nei rā te mihi  
pūmanawa e tau nei.**

To those of you who supported and guided us in laying out a solid base to grow and  
build on going forward, we send to you from the depths of our hearts' affections our  
most sincere thanks.

**E Pango! Koutou i tū ai hei ringa whaihanga, hei ringa tohu ki a mātou e pēwhea ai te tū o tēnei whare hei tāwharau i tā tātou kaupapa, he mihi nui, he mihi roa, he mihi ora e kore e mimiti.**

To those of you who provided us with guidance around safeguarding and maintaining the wellbeing and growth of our kaupapa, we are overflowing with gratitude from the spring of our most heartfelt sentiments of an everlasting thanks to you all that will never run dry.

**Kāti rā, kāore i a mātou ngā whāo, ngā mātauranga e tika ai kia whakairohia te kupu ka tika, kia whakanikotia te kōrero kia mau tūturu i ngā kupu te hohonu o tēnei mihi me te kawē hoki i te toimaha o te aroha kei ia tāngā kupu, hoi anō tē taea te pēwhea.**

Lastly, it is evident that we do not possess the appropriate tools or knowledge to shape, carve and produce an acknowledgement fit to stand and bear the weight, depth and breadth of our gratitude.

**Nā reira, e whakaara nei i te pou kōrero kua whakairohia ki ngā kupu ngāwari hei whakaniko, e whakatū nei i raro i ngā tikanga o te paki o Hewa, e tā nei ki te kawa o aroha, o te rangimārie me tōna tapanga ingoa ko Mihi.**

With this consideration, we humbly gift our words to be a carved pou embellished with our simple words that has been raised within the divine tranquility of Hewa and bestowed to the name Mihi – to acknowledge.

**Nō reira, ko Mihi hei pou e toko nei i tō mātou aroha ki ngō koutou manawa, e toko nei ki ngō mātou manawa hei maumaharatanga, ā, ki te manawa o tō tātou whare kia tū ai, ki te manawa o tā tātou kaupapa kia ora ai, e kore e hinga, e kore e taka, ka tū a Mihi ā haere ake nei, haere ake nei, haere ake nei. Ka tau!**

Therefore, Mihi is our central beam post for your heart, so that even in your most dire times our words can keep your heart from sinking; it is a central beam in our hearts, also, lest we forget how you have helped us; it is also the central beam of our house, thus being the heart of our kaupapa that will never falter and is on-going.

**E Whero, E Pango, tēnā rā koutou, otirā tēnā rā tātou katoa i tēnei wā**

To each and everyone of you outside and from within Toi Mai, we acknowledge you all.

**Nā mātou o te Rāngai Ringa Tohu o Toi Mai**

The Toi Mai Qualifications and Assurance team.



## Kia ora koutou,

We hope this last quarter has been a good one for you all. With Christmas just around the corner, the year seems to have flown by! While this should be a period for winding down, we know that work instead seems to only get busier. With this in mind, please look after yourself and allow yourself time to get outside and enjoy the sun where you can. Spend some time with friends and whānau and ensure you are looking after your mental health and wellbeing leading up to the Christmas break.

Since our last newsletter in August, some team members attended the NZQA Tertiary Assessor Support Symposium that was held in Auckland back in October. This was a really good day and a great way to meet some of our providers. The team walked away with some great insights, valuable information and new learnings.

*Toi Mai would like to wish you all a Merry Christmas and Happy New Year. We look forward to working with you all again in 2024.*





*(Top) The symposium had a great turnout and fostered some excellent connections!  
(Below left) There was some great kōrero shared at the symposium event.  
(Below right) Two of our Quality Assurance Specialists who attended the symposium: Brianna Henderson and Geeta Raman.*

---

## CONTENTS

1. [Post-assessment moderation](#)
2. [Consent to assess/Memorandum of Understanding](#)
3. [Consent to assess and unit standard reporting](#)
4. [Hairdressing pre-moderation](#)
5. [Unit standard reviews](#)



---

## Post-assessment moderation

Early this year we introduced Aka Pārongo, the new online Provider Portal. Since then, we have received many online submissions via this platform, and we would like to thank you all for signing up and giving this new way of submitting material a go. We understand there have been a few teething issues, so thank you all for your patience.

### **A couple of friendly reminders:**

We noticed there have been a number of post-moderation submissions being made that have been missing important documents. When submitting for post-moderation, please remember to always include:

- 1) the completed Toi Mai post-moderation coversheet
- 2) an assessor guide/marketing guide
- 3) the specified number of completed assessment samples.

Please ensure all of this information is attached to avoid receiving follow-up emails from our moderation team and to ensure your moderation is completed on time. If any of the above information is missing, it delays the moderation process and creates more work for our moderators as we are then required to follow this missing information up.

Of course, if you have any issues, please reach out to us at [moderation@toimai.nz](mailto:moderation@toimai.nz) – we are always happy to help!





---

## Consent to assess/Memorandum of Understanding

### **When do you need a Memorandum of Understanding (MoU)?**

Schools and providers apply to Toi Mai for consent to assess (CTA) support for unit standards they wish to report through to NZQA for their ākonga. When applying for CTA, you may intend to engage with an education provider to deliver and/or assess the unit standards on your behalf. The unit standards are then reported to NZQA by you, the CTA holder. This could be because your school does not have the required equipment, facilities or qualified assessing staff.

This arrangement requires a formal agreement between you (the CTA holder) and the provider delivering and/or assessing the unit standards on your behalf. The establishment of this MoU agreement is the responsibility of the consent to assess holder. We have further information about this arrangement and MoU guidance, on our website: [CTA-MoU-Guidance-v1-August-2023.pdf \(toimai.nz\)](#)



### **Boyle River Education – CTA/MoU arrangements**

A previous reporting arrangement between Boyle River Education, Skills Active and schools has now ended, where previously, delivery and assessment were completed by Boyle River on behalf of schools, and the unit standards were reported through Skills Active's provider code. Schools will now need to report the unit standards themselves, so a CTA application may be required. If you are planning to work with Boyle River to deliver and assess unit standards on your behalf, and need to apply for consent to assess, please contact Boyle River at [www.boyle.org.nz/contact](http://www.boyle.org.nz/contact) and request a copy of the relevant MoU. Complete and sign the MoU and send to Toi Mai along with your completed CTA application form.

#### **Please note:**

- Boyle River will be checking that your school has consent to assess before you can enrol your ākonga in their programmes, and the relevant unit standards must be listed on the NZQA framework for your school before you can enrol ākonga in any Boyle programmes/courses.
- If you are providing assessment material for delivery, always check you have consent to assess listed on the NZQA framework before purchasing pre-moderated resources from external providers.



---

## Consent to assess and unit standard reporting

We've had quite a few consent to assess (CTA) applications for unit standards where the assessment has already taken place. It's very important to note: if you submit a CTA application form and the unit standards are supported by Toi Mai and subsequently approved by NZQA, unit standards assessed **prior to CTA approval cannot be awarded retrospectively.**

Toi Mai is required to, as part of reporting requirements to NZQA, include the review of reported assessment dates against CTA approval to ensure that unit standards are not awarded retrospectively.

Please ensure you always check CTA status for your school – or an external provider delivering assessments on your behalf – and before purchasing assessments from an external provider.



# Toi Mai WDC Te Toa Takitini

Quality News





## Hairdressing pre-moderation

Toi Mai expects all assessment material for unit standards that sit within the domains of hairdressing, salon skills, barbering and beauty to have been pre-moderated and approved by either HITO or Toi Mai. However, if you as a provider are **developing new assessment** material for the new versions and/or new unit standards approved in June 2023 that sit within programmes leading to the qualifications in NZ Certificate in Hairdressing Level 3 or NZ Certificate in Professional Stylist Level 4, please note that the exemption to submit the old versions of these unit standards for pre-moderation has been extended. This exemption only applies where the **new material is being developed** and will not be extended beyond **December of 2024**. After this point, it is expected that all unit standards within the domain of hairdressing will have been pre-moderated and approved by Toi Mai.

The exemption applies to old versions of the following unit standards:

Subfield	Domain	ID
Beauty Services	Hairdressing	2755, 2757, 2759, 2866, 2869-2871, 2873, 2878-2880-2884, 2885, 2889-2892, 12313, 19791-19793, 25076, 25078, 25789-25793, 28835-28839, 28841, 28847, 28848, 28849
	Salon Skills	9953, 25435, 25437, 25438, 28843, 28844, 28845, 28846

**Please NOTE:** where this exemption **will not** apply is if during post-moderation it has been identified that the assessment material is not meeting the requirements of the unit standard.





---

## Looking for information on a specific topic?

Click below to read previous editions our quarterly newsletters:

- Te Toa Takitini – [January 2022](#)
- Te Toa Takitini – [May 2022](#)
- Te Toa Takitini – [August 2022](#)
- Te Toa Takitini – [November 2022](#)
- Te Toa Takitini – [February 2022](#)
- Te Toa Takitini – [May 2023](#)
- Te Toa Takitini – [August 2023](#)

Visit our website:

- [Home – Toi Mai](#)

Contact us on:

- email: [moderation@toimai.nz](mailto:moderation@toimai.nz)
- phone: 04 909 0316
- mail: PO Box 445, Te Whanganui-a-Tara | Wellington, New Zealand

*Ngā Ringa o Toi Mai – the Toi Mai Quality Assurance team are here to support you.*



**TOI MAI**

Workforce  
Development  
Council