

Pastoral Care of Domestic Students



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WELCOME

Move Academy (School of Business) is a training provider offering innovative programmes related to many aspects of fitness and business within New Zealand.

1. A safe and supportive learning environment

The ethos of MOVE ACADEMY is to provide quality training in a caring manner.

Learners do pre course work in their own homes or their own workplace. In their home, as an adult, they are responsible for their own health and safety. In their workplace, or on a placement, they and their employer are responsible for their own health and safety.

At MOVE ACADEMY we provide a training facility that meets all health and safety requirements and practices that meet all industry requirements.

The support MOVE ACADEMY offers includes onsite support if a special class is organised, and a one-to-one meeting if something personally or professionally is worrying them. If a learner is going through a family success, challenge or crisis we check they are OK and advise them to adjust their training sessions to accommodate the issues.



Check out the great videos from NZQA about student care. Go to <https://www2.nzqa.govt.nz/tertiary/the-code/the-code-for-learners/videos/>

2. Assistance for students to meet basic needs.

MOVE ACADEMY offers blended learning with many students connecting online. In those cases, MOVE ACADEMY is not privy to their lifestyle or needs. Where communication or an assessment submission alerts us to struggles a learner may be having, we will reach out to that learner to ensure they can access the support they need. However, learners who are attending online classes or who visit the school will be part of a caring environment where caring staff notice and nurture those in need.

Respect is provided in all learner interactions but MOVE ACADEMY is not privy to basic needs of food and in learners' own homes, unless something was presented in a video session. In this case tutor would connect with the learner after the class to ensure the learner's safety.

MOVE ACADEMY is not involved.

If it was feared a learner had nowhere to live or no food, we will individually work with that learner to identify and access the resources available in their hometown.

3. Physical and mental health of students

MOVE ACADEMY promotes a physically and socially safe learning environment for any on site sessions and promotes a respectful environment in online activities.

The following links are provided to learners as well as each learner knowing we are an email or phone call away if they need anything specific related to their course.

National helplines

Link to **HELPLINES BROCHURE**

<https://www.mentalhealth.org.nz/get-help/in-crisis/helplines/>

Need to talk? Free call or text **1737** any time for support from a trained counsellor

Lifeline – 0800 543 354 (0800 LIFELINE) or free text 4357 (HELP)

Suicide Crisis Helpline – 0508 828 865 (0508 TAUTOKO)

Healthline – 0800 611 116

Samaritans – 0800 726 666

The Foodbank - <https://www.foodbank.co.nz/>

Depression-specific helplines

Depression Helpline – 0800 111 757 or free text 4202 (to talk to a trained counsellor about how you are feeling or to ask any questions)

www.depression.org.nz – includes The Journal online help service.

SPARX.org.nz – online e-therapy tool provided by the University of Auckland that helps young people learn skills to deal with feeling down, depressed or stressed

Sexuality or gender identity helpline

OUTLine NZ – 0800 688 5463 (OUTLINE) provides confidential telephone support.

Helplines for children and young people

Youthline – 0800 376 633, free text 234 or email talk@youthline.co.nz or [online chat](#)

thelowdown.co.nz – or email team@thelowdown.co.nz or free text 5626

[What's Up](#) – 0800 942 8787 (for 5–18-year-olds). Phone counselling is available Monday to Friday, 12noon–11pm and weekends, 3pm–11pm. Online chat is available from 3pm–10pm 7 days a week, including all public holidays.

[Kidsline](#) – 0800 54 37 54 (0800 kidsline) for young people up to 18 years of age. Open 24/7.

Help for parents, family and friends.

[Commonground](#) – a website hub providing parents, family, whānau and friends with access to information, tools and support to help a young person who is struggling.

[EDANZ](#) – improving outcomes for people with eating disorders and their families. Freephone 0800 2 EDANZ or 0800 233 269, or in Auckland 09 522 2679. Or email info@ed.org.nz.

[Parent Help](#) – 0800 568 856 for parents/whānau seeking support, advice and practical strategies on all parenting concerns. Anonymous, non-judgemental and confidential.

[Family Services 211 Helpline](#) – 0800 211 211 for help finding (and direct transfer to) community-based health and social support services in your area.

[Skylight](#) – 0800 299 100 for support through trauma, loss and grief; 9am–5pm weekdays.

[Supporting Families in Mental Illness](#) – For families and whānau supporting a loved one who has a mental illness. Auckland 0800 732 825. Find other regions' contact details [here](#).

Other specialist helplines

[Alcohol and Drug Helpline](#) – 0800 787 797 or [online chat](#)

[Are You OK](#) – 0800 456 450 family violence helpline

[Gambling Helpline](#)– 0800 654 655

[Anxiety phone line](#) – 0800 269 4389 (0800 ANXIETY)

[Seniorline](#) – 0800 725 463 A free information service for older people

[0508MUSICHELP](#) – The Wellbeing Service is a 24/7 online, on the phone and in-person counselling service fully funded by the NZ Music Foundation and provided free of charge to those in the Kiwi music community who can't access the help they need due to hardship and other circumstances. Call 0508 MUSICHELP.

[Shine](#) – 0508 744 633 confidential domestic abuse helpline

[Quit Line](#) – 0800 778 778 smoking cessation help.

[Vagus Line](#) – 0800 56 76 666 (Mon, Wed, Fri 12 noon – 2pm). Promote family harmony among Chinese, enhance parenting skills, decrease conflict among family members (couple, parent-child, in-laws) and stop family violence

[Women's Refuge Crisisline](#) – 0800 733 843 (0800 REFUGE) (for women living with violence, or in fear, in their relationship or family)

[Shakti Crisis Line](#) – 0800 742 584 (for migrant or refugee women living with family violence)

[Rape Crisis](#) – 0800 883 300 (for support after rape or sexual assault)

Warmlines for consumers of mental health services

Free peer support services for people experiencing mental illness or those supporting them. [Click this link](#)

Canterbury and West Coast – 03 379 8415 / 0800 899 276 (1pm to midnight, seven nights)

Wellington 0800 200 207 (7pm–1am, Tuesday to Sunday)

Auckland Central 0508 927 654 or 0508 WARMLINE (8pm to midnight, seven nights)

4. Progress and personal development of students

Each learner receives personalised detailed feedback within a day or so of submitting any assessment. We use the assessment result approach to advise all learners:

- What you have done well
- What specific things were wrong (If any)
- Why they were wrong
- What you need to do to resubmit
- The resources to review to help with the resubmission
- And you (the learner) set the resubmission date that fits into your current situation.

There is limited communication with learners – they enrol, they receive the workbook, they attend the webinars, complete the assessment and then graduate.

All assessment activities make learners apply theories and skills in real situations in real life so they can learn and grow from those applications.

5. Inclusive learning environment

MOVE ACADEMY offers an inclusive on site and online environment so students can learn and participate together. We offer a supportive environment for all learners, including those with learning differences and those who need the challenge of more complex learning. Regardless of culture, ethnicity, background, gender, position at work, clothing style etc., all students are treated equally.

MOVE ACADEMY

embraces the diverse heritage of each and every learner.

We believe and promote

equality and equity and kindness and acceptance

as each is a critical success factor!

We encourage in the onsite, online and self-directed work:

- Learners' alternative perspectives and ideas
- Learners sharing their own life stories and interests

We promote a supportive, respectful environment where we advocate for fairness.

We have high expectations of all students and show them we believe in them.

We create a supportive peer culture both inside and outside the classroom and encourage learners to work with colleagues to discuss aspects of their learning.

In onsite sessions the tutor keeps track of who comments, responds, asks and contributes.

That way every person is then purposefully included in questions and tasks in an equal manner. There are no silent learners and no "take over the class" learners.

We work hard to ensure learners really are engaged in their learning, so they apply real things in real situations as MOVE ACADEMY believes.

6. Student voice

Any student can raise any question, issue, debate or concern at any time, and it is responded to with professionalism and interest.

Documentation is kept ensuring a clear set of objective and supportive responses are shared.

7. A positive and supportive environment in student accommodation

Students live in their own homes while completing MOVE ACADEMY courses so there are no accommodation requirements.

8. A supportive residential community

As there is no residential area this does not apply. However, should a cohort be staying in a hotel to attend a specific, unique workshop, MOVE ACADEMY would ensure the environment is congenial, kind and respectful.

9. Accommodation plans, administration and operational policies

As there is no residential area this does not apply.

10. Building facilities and services

Any training room used by MOVE ACADEMY is in the Browns Bay facility.

MOVE ACADEMY ensures:

- accessible and clearly marked emergency exits,
- clearly marked outdoor assembly points,
- adequate circulation of air,
- appropriate heat in the winter,
- appropriate cooling in the summer
- access to rest rooms,
- reasonably comfortable seating and table configurations,
- drinking water,
- access to a telephone for emergency calls in or out,
- no visible hazards that are not signposted appropriately,
- no exposed cords or electrical hazards,
- first aid box availability (located in the company's premises or taken for the trainer)

- emergency evacuation instructions,
- injury prevention information (e.g., if there is an exercise, safety is critical, and the tutor will insist the learner rest if seen to be unwell or in pain etc.)
- easy access to outside.

Health and Safety

- There is always one First Aid trained person on site.
- MOVE ACADEMY demonstrate compliance with all health and safety standards.
- All the points outlined above will be reviewed for each and every face-to-face training session, if they are scheduled.
- A copy of these health and safety details and procedures is held as a separate document.

Equipment

- All equipment is fully safety checked each year
- All equipment is checked each morning before classes commence
- A full record is kept of any equipment issues with actions taken etc.

11. Pandemic compliance

- All government and NZQA related rules will be followed in the event of another Covid outbreak or something similar.
- Following these rules is mandatory for all as the health and safety of the staff and students is paramount.

