

# Focused on Quality

June 2020

For Registered Providers, Affiliated Trainers and Assessors, Schools of training and assessment in the primary industries.

Throughout the year you can also check in on the [Quality page on our website](#).



## Welcome

**He waka eke noa - we are on this journey together.**

Kia ora and welcome to this edition on Focused on Quality. As we have moved to Alert Level 1 hopefully things will start to get back to normality? We recognise and understand the great work providers have done over the last few months to continue to support learners in the primary sectors.

As things progress with the Review of Vocational Education, the Primary ITO will continue as the Standard Setting Body, until such times as this role is taken over by the WDC. In the meantime its business as usual and our moderation calendar has had to be revised to allow post assessment moderation activities we had planned for quarter 2, to happen during quarters 3 and 4. We understand your organisation has had to adapt over this time also, and ask that you respond to moderation requests as promptly as possible, so we can complete our moderation over the coming year.

Ngā Mihi,

A handwritten signature in black ink, appearing to read 'Lester Hoare'.

Lester Hoare  
Quality Manager



### 2020 MODERATION UPDATE

For Information on our planned moderation activity for 2020 and the revised Moderation Calendar [\[click here\]](#)

## Moderation Class of 2020

The Quality Team’s “extended family” of contracted moderators came together in the first quarter for what turned out to be a great professional development day-in.

Quality Manager Lester Hoare says “We talked through moderation themes and trends, and carried out some upskilling exercises.”

*“Moderation, like assessment, isn’t an exact science. There are shades of grey, so coming together to discuss and apply their knowledge and skills in a ‘community of practice’ helps them make fair and consistent judgements.”*

**The Primary ITO Quality team** are pictured with their “extended family” of contracted moderators.

**Back row:** Barry Simmons (Moderator VMI ), **Mark Frickleton, John Troutbeck, Trevor Crozier, John Ormand** (Moderator Energy & Chemical), Tony Pahl

(Moderator Ag & Apiculture), Stuart Bishell (Moderator Ag & Equine), Greg Swafford (Moderator Sports Turf ), Gill Paton (Trainer & Moderator Bus. & Adult Ed). **Middle row seated: Kathleen Moffat, Kelly Cenek,** Cheryl Christini (Moderator NZQA & Peer reviewer) , **Lester Hoare,** Sharon Larsen (Moderator Seafood ), Gary Quinn (Moderator Hort.), Julie Malcolm (Moderator Equine). **Front row on the mat:** Helen McPhun (Trainer & Moderator Adult Ed & NZQA) & **Warren Smith.** **Absent:** Niki Taylor (Moderator Horticulture.) Matt Grimes (Moderator Meat Processing).



*class of 2020*

## Quarter One Moderation Summary

We would like to thank all those who engaged with us during our quarter one moderation activities which focused on Primary Industry Skills -Agriculture level 2, Equine, Animal Care and Agrichemical unit standards.

We did find some common trends and themes around non-compliance in these sectors and these were:

- No sign off by the assessor
- Insufficient, missing or gaps in evidence
- Incomplete submission of practical evidence, i.e. logbooks
- No comments, poor or insufficient comments from both learners and verifiers & Assessors



## Delivery Management Framework

In order to maintain the integrity of our qualifications and programmes, we have a delivery management framework in place for our Contracted Providers. This continues to ensure that the provision of training is of a high quality, and that the relationship with our contracted providers is enduring. Thank you to our contracted providers who are engaging in the framework [\[Click\]](#) for more information on the Delivery Management Framework.

Each contracted provider is assigned a Primary ITO Relationship manager. The Relationship Manager is your go-to person. [\[View list\]](#) for Registered Providers. [\[View list\]](#) for Affiliated Trainers and Assessors.



## Schools

### Consent to Assess

In order to do deliver any of our unit standards, schools require Consent to Assess for these standards from NZQA. As part of the application to NZQA, a letter of support is required from Primary ITO.

We will assess your organisation’s capacity and capability to deliver our unit standards by evaluating the documents and evidence that support your application. (This assessment may include a visit from Primary ITO staff, depending on the scope of the application and the supporting information sent.) If you meet our industry requirements, you will receive a letter of support from us to submit with your application to NZQA.



For more information on the Consent to Assess Process -visit our website [Registered Providers](#) >>> Consent to Assess

### Teaching and assessing Level 3 Primary ITO Standards

An increasing number of schools are looking at delivering and assessing Primary Industry unit standards at Level 3, offering a level 3 programme to year 13 students. It is important to understand that Level 3 is usually associated with learners who already have some experience or a background in the sector. Level 3 students in schools must be spending a considerable time on-farm or in the workplace throughout the programme and must demonstrate that they are operating to the same standard as someone in workplace training while at work.

Primary ITO will be looking closely to see that any Level 3 programme delivered in schools has the resources and workplace opportunities to allow students to achieve to the standard required of the level.

### Pre-assessment moderation

Schools should use Primary ITO assessment tools where possible. However, where these are not available and where schools are developing their own assessment resources, it is important to remember that these must be pre-moderated by Primary ITO before use.

## Key Talking Points

Key Talking Points advisory has been put together for Tutors & Assessors to detail and support recent assessment activities that have either

- Lead to non-compliance; and/or
- Show where improvements in assessment practices can be made

[\[Click here\]](#) for the Latest Version or visit our website [Registered Providers](#) and [Affiliated Trainers and Assessors](#).

## Check out our Resources

We have a number of resources available to support Tutors, Assessors and Learners.

[NZQA Standards Assessor Tips](#) for assessing NZQA unit standards in Primary ITO Programmes

[Best Practice Guidebook for Assessors](#)

[Verifier Handbook](#)

Literacy and Numeracy

[Literacy & Numeracy Best Practice Guidebook](#)

[How to recognise Dyslexia in Adults](#)

[Dyslexia Best practice Guide – Tutors & Teachers](#)

For more resources visit our website **‘Registered Providers’** and **‘Affiliated Trainers and Assessors’**.

## Get in touch!

For general inquiries or feedback on our newsletter please contact the quality support crew at [quality@primaryito.ac.nz](mailto:quality@primaryito.ac.nz)

For sector specific questions please use the details below:

**Agriculture, pork, poultry, dairy, meat processing, rural servicing and wools:**

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**Schools**

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