

		Ref No.	9 - 05
		Version No.	4
		Date Issued	1 March 08
Title	ASSESSMENT IN TE REO MAORI		
Responsibility	Academic Quality Programme Manager		

1. PURPOSE

To ensure that provision is made for any student wishing to undertake a controlled assessment in te reo Maori.

2. APPLICATION

This policy applies - but is not limited - to any Telford students for whom te reo Maori is their first language, and who choose to have their knowledge and abilities evaluated through te reo Maori rather than English.

It does not apply when:

- The assessment requires students to demonstrate an ability in English;
- The skills being tested are required in a particular language other than English.

Assessment in te reo Maori also applies only to the choice of language, not to the instrument of assessment. Students may not substitute verbal presentations for written requirements, or vice versa.

3. DEFINITIONS

Nil.

4. STATUTORY OBLIGATIONS

This policy complies with the provisions of current legislation, in particular those clauses of the Education Act 1989 and its Amendments and the Human Rights Act 1993 that related to reporting requirements, equal opportunity and non-discrimination.

5. POLICY

5.1 Telford will endeavour to ensure that students for whom te reo Maori is their first or nominated language, and who wish to be assessed in te reo Maori, are given the opportunity to do so.

5.2 Translators who are appropriate and competent in te reo Maori, in the dialect being used will be contracted by Telford. The translator must not be a friend, partner or member of the student's family.

5.3 Should a suitable translator not be available, assessment will be in English.

6. PROCEDURE

6.1 Telford students will be informed of the provision for assessment in te reo Maori as part of the induction process.

6.2 Any student who wishes to undertake assessments in te reo Maori must register their intention upon commencing the course.

- 6.3 The Programme Coordinator, in consultation with the Academic Director, will initiate arrangements for a translator to be made available as appropriate.
- 6.4 The Academic Director will keep a record of any students who have elected to be assessed in te reo Maori in any one year, for inclusion in any statistical data required of Telford for reporting or compliance purposes.

7. RECORD MANAGEMENT

Record	Responsibility	Filed	Retention Time
Te Reo Assessment Request	Academic Director	Academic Director's Office	7 Years

8. ASSOCIATED DOCUMENTS

Nil.

REVISION HISTORY			
Version	Description of Change	Author	Effective Date
1	New Document	External Consultant	April 2004
2	Triennial Review	QMS Team	September 2006
3	Alignment of the QMS with actual practices at Telford in response to the ITPQuality Audit Report, April 2007. Clauses 4.3-5 deleted from version 2. Clause 5.3 and 8 added. Position titles updated, minor editing and re-formatting.	QMS Policy Review Committee	1 March 2008
4	Triennial Review – minor changes	QMS Policy Review Committee	22 October 2009