



## NGĀ KURA Ā IWI KAWA ANGITU

### Memorandum of Understanding between Te Whare Angitu and Kura

#### KAUPAPA

Te Whare Angitu offers excellent Tukuihotanga, Mātauranga and Oranga focused opportunities directly to our Uri. Te Whare Angitu will enable our students to have access to excellent Uri-centric cultural, academic, wellbeing and sports opportunities delivered by experts that complement what is offered by their Kura. These learning, development and wellbeing opportunities will be delivered through a combination of technology-based distance learning strategies and effective pedagogy for rangatahi Māori including wānanga.

#### PURPOSE

The purpose of this Kawa Angitu/Memorandum of Understanding is to ensure that there is a **clear understanding of the roles, responsibilities and expectations** of *Kura, Kaiako, Uri/Whānau of Ngā Kura ā Iwi o Aotearoa* and *Kaimahi of Te Whare Angitu* for Kaupapa that Uri enrol or participate in.

#### GUIDING PRINCIPLES FOR THIS MEMORANDUM OF UNDERSTANDING

In signing this Memorandum of Understanding, *Ngā Kura ā Iwi o Aotearoa* in collaboration with *Kaimahi of Te Whare Angitu* agree to uphold the following principles:

- PONO We are trustworthy and reliable
- WHAKAARO NUI We respect each other and what we bring
- ANGITU We focus on quality by delivering detail on time
- HĀPAI TUKUIHOTANGA We uphold our Culturalcy
- WĀNANGA We honestly challenge and communicate openly to get the best results for our Uri

#### KEY TERMS

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| Kura              | <i>Te Kura ā Iwi upholding this agreement</i>   |
| Te Whare Angitu   | <i>Whare within the organisation of Ngā Kura ā Iwi o Aotearoa upholding this agreement</i>  |
| Uri               | <i>Student participating in a Te Whare Angitu kaupapa</i>   |
| Kaitakawaenga     | <i>Representative Kaiako from Kura that leads and supports their Uri to engage successfully in Te Whare Angitu initiatives. Key contact between Kura and Te Whare Angitu.</i> |
| Kaiako            | <i>Teacher from within Kura</i>   |
| Pou Angitu        | <i>Director for Te Whare Angitu</i>   |
| Kaihautū Oranga   | <i>Leader of Oranga initiatives in Te Whare Angitu</i>  |
| Kaiarahi          | <i>Teacher of a mātauranga programme in Te Whare Angitu</i>   |
| Kaitaunaki Angitu | <i>Administration support of Te Whare Angitu</i>  |
| Ringa Wera        | <i>Any kaimahi of Ngā Kura ā Iwi o Aotearoa</i>   |

## ROLES, RESPONSIBILITIES AND EXPECTATIONS FOR TE WHARE ANGITU KAUPAPA

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| <p><b>KURA are responsible for:</b></p>                               | <ul style="list-style-type: none"> <li>➤ Allocating a key contact or Kaitakawaenga for the kaupapa</li> <li>➤ Ensuring that all information sharing hui are attended by a kura representative</li> <li>➤ Responding to requests for information in a timely manner</li> <li>➤ Communicating any queries or updates to Te Whare Angitu as soon as possible</li> <li>➤ Supporting Uri to complete the registration/entry process, including answering or forwarding any questions to Te Whare Angitu</li> <li>➤ Providing Uri entry information requested (such as birth certificates, permission and consent forms or documents required for tournament registration)</li> <li>➤ Informing Te Whare Angitu of any changes to numbers of Uri attending as soon as possible</li> <li>➤ Communicating to Te Whare Angitu any questions or queries regarding a kaupapa on behalf of Uri/whānau.</li> <li>➤ Provide Uri with any training and support required for them to engage successfully in the kaupapa</li> <li>➤ Supporting Uri to abide by their Kura rules and regulations, attendance and academic effort</li> <li>➤ Transportation of Uri to and from event, and during the event if transportation is required</li> <li>➤ Supervision of Uri during the event – initial responsibility for Uri welfare lies with Kura</li> <li>➤ Managing the behaviour and pastoral needs of Uri during the event. This includes ensuring Uri and kura representatives uphold the mātāpono of Te Whare Angitu</li> <li>➤ Abiding by health and safety instructions during the event</li> <li>➤ Communicating any health and safety hazards that may arise during the event</li> <li>➤ Reporting any serious incidents to Te Whare Angitu during the event</li> <li>➤ Engage in any restorative processes required by Te Whare Angitu in response to any incidents that do not uphold this kawa angitu</li> <li>➤ Managing the payment of Uri and kura Fees for the kaupapa</li> <li>➤ Providing feedback for Te Whare Angitu after the event</li> </ul> |
| <p><b>URI with support from their WHĀNAU are responsible for:</b></p> | <ul style="list-style-type: none"> <li>➤ Completing any entry or registration forms required</li> <li>➤ Attending any trainings required prior to the event.</li> <li>➤ Completing any assigned activities to the best of their ability.</li> <li>➤ Informing their Kura as soon as possible if they can no longer participate</li> <li>➤ Bringing any required equipment or clothing as requested by Te Whare Angitu, to participate safely in events</li> <li>➤ Paying any fees for the kaupapa, or arranging payment options with their Kura</li> <li>➤ Upholding ngā mātāpono o Te Whare Angitu at all times</li> <li>➤ Complying with any health and safety requirements to ensure safe participation by all. This includes providing relevant consent and medical information to Te Whare Angitu.</li> <li>➤ Providing feedback to their Kura and Te Whare Angitu on what works well, what doesn't, and what support they need.</li> <li>➤ Covering the costs of returning home early if these expectations are not upheld.</li> <li>➤ Participating in any restorative processes required in the event of incidents that do not uphold this kawa angitu.</li> </ul>  |

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| <p><b>TE WHARE<br/>ANGITU<br/>are<br/>responsible<br/>for:</b></p> | <ul style="list-style-type: none"> <li>➤ Clear and timely communication to Kura of any details about kaupapa</li> <li>➤ Organising information hui in the lead up to the event so Kura are well-informed of all the logistics and expectations</li> <li>➤ Regularly updating kura in the lead up to the event</li> <li>➤ Managing registration and entry processes</li> <li>➤ Collating the programme logistics and sharing with Kura</li> <li>➤ Completing EOTC forms for event and sharing with Kura</li> <li>➤ Managing, where necessary, programmes logistics, including any payments of invoices to secure event activities</li> <li>➤ For NKAI run events, arranging accommodation and kai for kura and Uri during event</li> <li>➤ Holding regularly Health and Safety hui during the event to ensure kura are aware of processes</li> <li>➤ Communicating regularly with Kura during the event</li> <li>➤ Facilitating any restorative processes that may be required in the event of an incident that does not uphold this kawa angitu</li> <li>➤ Invoicing Kura for entry fees</li> <li>➤ Providing a feedback process post-event to evaluate the kaupapa</li> </ul> |
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**This Kawa Angitu serves to illustrate the expectations and responsibilities of:**

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[INGOA O TE KURA]

and Te Whare Angitu to provide our Uri with excellent experiences within Tukuihotanga, Oranga and Mātauranga.

### ACKNOWLEDGEMENT

I certify that I have read, understood, and accept the expectations, responsibilities and obligations of this Kawa Angitu.

**SIGNED BY KURA TUMUAKI:**

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[SIGNATURE]

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[DATE]