



**Skills Active, School and Snowsport Workplace  
Skiing and Snowboarding Programme  
Memorandum of Understanding (MOU)**

THIS THREE-WAY MOU AGREEMENT IS MADE BETWEEN:

**SKILLS ACTIVE AOTEAROA LTD**

**AND**

**SCHOOL:** .....

**AND**

**SNOWSPORT WORKPLACE:** .....  
*(An authorised agent of Skills Active)*

**1. Purpose**

1.1 The purpose of this agreement is to support the delivery and assessment of Skills Active school programmes which are not suitable to be wholly delivered and assessed within a school environment and require involvement from a Snowsport workplace as an industry partner.

**2. Programmes**

2.1 The school programme(s) approved through this MOU is shown below. Students can choose which unit standard(s) they wish to achieve based on their level of experience skiing and/or snowboarding:

US	Title	Version	Level	Credit
17468	Demonstrate beginner skiing skills on green terrain at a snowsport area	4	1	2
4591	Demonstrate intermediate skiing skills on blue terrain at a snowsport area	6	2	3
4592	Demonstrate advanced skiing skills on advanced terrain at a snowsport area	6	3	3
4596	Demonstrate beginner snowboard skills on green terrain at a snowsport area	6	1	2
4597	Demonstrate intermediate snowboard skills on blue terrain at a snowsport area	6	2	3
18104	Demonstrate advanced snowboard skills on advanced terrain at a snowsport area	3	3	3
21744	Demonstrate basic classic Nordic skiing skills	3	1	2
4601	Demonstrate beginner Nordic skiing skills on beginner Nordic terrain	7	2	3

### **3. Delivery of Training and Assessment**

- 3.1 The School is responsible for placing the student within a suitable Skills Active Snowsport workplace. A suitable workplace will be engaged with Skills Active to provide National Qualifications, with a current Workplace Relationship Agreement (WRA), and will have an internal registered Skills Active Assessor.
- 3.2 Skills Active resource material must be purchased and used for all School and Industry programmes. The cost of the resources is outlined in the appendix of this MoU.
- 3.3 The workplace will be responsible for the delivery and assessment of the workplace component of the programme. A Skills Active Registered Assessor must carry out the assessment of student competency.
- 3.4 Once the Skills Active Registered Assessor has confirmed achievement of standards, the School may use Skills Active's provider code to log student results within the school's internal student management system and to report student results to NZQA. The Skills Active provider code will be sent to the school with a counter-signed copy of this MoU. Skills Active will verify all students results reported with NZQA on a quarterly basis.

### **4. The School will:**

- 4.1 In advance of the commencement of the programme, submit to Skills Active, a completed and signed MoU and 'Student registration' form. These must be received 10 working days in advance of the programme starting.
- 4.2 Accept responsibility at all times for the conduct, welfare and safety of students in programme.
- 4.3 Report achieved standards to NZQA for each student, using the Skills Active provider code.
- 4.4 Take responsibility for checking that the unit standard results have appeared on the student's NZQA Record of Achievement.

### **5. The Workplace will:**

- 5.1 Appropriately induct the students into their health and safety procedures and manage their safety while on site.
- 5.2 Conduct the delivery and assessment of the workplace component of the programme.
- 5.3 Ensure a Skills Active Registered Assessor carries out the assessment of student competency.
- 5.4 Keep records of student work for moderation purposes.

### **6. Skills Active will:**

- 6.1 Return a signed copy of the MoU to the school and will invoice the school for the programme costs per student.
- 6.2 Dispatch resources to the chosen organisation (workplace or school) within 10 working days of the receipt of the MoU
- 6.3 Allow the school to use the Skills Active provider code for the agreed unit standards (as per section 3.4 of this agreement) enabling the achieved unit standard credits to be reported against the students Record of Achievement only with a signed MoU in place.

### **7. Financial Arrangements**

- 7.1 The School will be responsible for all costs associated with the programme, including:
  - a. Training and assessment costs to be negotiated directly with the workplace.
  - b. Fees payable to Skills Active for establishing the MoU. This is a one-off \$50 plus GST fee per MoU. Skills Active will invoice the school on receipt of the MoU.
  - c. Fees payable to Skills Active for the learning and assessment resources. Refer to the Student Registration and Resource Order form for the fees per resource. Skills Active will invoice the school on receipt of the student registration and resource order form.
  - d. NZQA hook on and credit reporting fees.

**8. Term and Termination**

- 8.1 This MoU will be reviewed after a period of two years.
- 8.2 Either party may terminate this MoU if the other party has substantially breached an obligation under this MoU.
- 8.3 Before terminating this Agreement on the grounds of breach, the party wishing to terminate will give the other party written notice of the breach and request that party to remedy the breach within a specified time, which is reasonable in the circumstances.

Signed for and on behalf of **The School:** .....

Name of school: .....

Principal's Nominee name: ..... Email: .....

MOU contact name: .....

School Position/role: ..... Phone: .....

Email: ..... Date: ... / ... / .....

Signed on behalf of **The Workplace:** .....

Contact name: ..... Phone: .....

Email: ..... Date: ... / ... / .....

Signed on behalf of **Skills Active:** .....

Contact name: ..... Phone: 0508 475 4557

Email: .....@skillsactive.org.nz Date: ... / ... / .....

**Please complete, sign and attach the required Student Registration form to your MoU.**

Scan/email: [info@skillsactive.org.nz](mailto:info@skillsactive.org.nz)

**Post: Skills Active, PO Box 2183, Wellington 6140**

## Skills Active School and Workplace Skiing and Snowboarding Programme Student Registration



**Note:** The School and Workplace must have signed the 'Skiing and Snowboarding Programme MoU' prior to registering students. The MoU can be found on the Skills Active website under 'Schools, School and Workplace Partnerships'.

**Resources will be dispatched within 10 working days of the receipt of this order form. The school will be invoiced \$25.00 per student + GST (\$28.75).**

### SCHOOL DETAILS

Name of school	
Contact name	
Phone and email	
Address	

### WORKPLACE DETAILS

Name of workplace	
Contact name	
Phone	
Email	

### STUDENT DETAILS

Student's full name	NSN	Date of Birth	Gender M/F	Programme to be undertaken ( <i>refer below for details</i> )	Registered assessor name
				School Programme – Skiing and Snowboarding	
				School Programme – Skiing and Snowboarding	
				School Programme – Skiing and Snowboarding	
				School Programme – Skiing and Snowboarding	
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## SCHOOL PROGRAMME – SKIING AND SNOWBOARDING DETAILS

Students can choose which unit standard(s) they wish to achieve based on their level of experience skiing and/or snowboarding. The resource provided covers all unit standards and each can be undertaken separately.

US	Title	Version	Level	Credit	Cost
17468	Demonstrate beginner skiing skills on green terrain at a snowsport area	4	1	2	\$25.00 per student + GST (\$28.75)
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