

Out of scope

Subject: Dance and Drama | Subject Advisors - Online induction session 03
Location: Microsoft Teams Meeting

Start: Thu 12/02/2026 3:00 pm
End: Thu 12/02/2026 5:00 pm
Show Time As: Tentative

Recurrence: (none)

Organizer: CACP Refresh

Required Attendees: Kat Wells; Pearl Tuohy; Lesi Bradley; 9(2)(a)

Optional Attendees: Biljana Vignjevic; Catherine Collins

Dance and Drama | Subject Advisors - Online induction session 03

Kia ora koutou,

My name is Kat Wells, and I am the Product Designer who will be leading Session 03. I will be your main point of contact for Dance and Drama subject development.

You are invited to Session 3 of the Subject Advisor Induction. This session brings subject groups together to begin working with the Technical Design template for the development of your curriculum subject. Session 03 is subject-specific designed to build shared understanding, strengthen ways of working, and establish a coordinated foundation before moving into the delivery phase.

Attendees:

- **From the Ministry:** Kat Wells, Pearl Tuohy, Lesi Bradley
- **Subject Advisors – Dance:** 9(2)(a)
- **Subject Advisors – Drama:** 9(2)(a)

Session focus

This meeting will:

- walk through the Subject Technical Design template, including any early draft content
- agree on an approach to complete the design work within required timeframes
- begin drafting content directly in the template (time permitting)

This work supports progress toward the design document deadline of 27 February.

Agenda

- Welcome and whakawhanaungatanga
- Ways of working (Teams channel and document access)
- Overview of the Design Template and subject-specific examples
- Definition of done – setting expectations
- Breakout: review of the Design Template
- Re-group and Q&A
- Next steps, expectations, and check-ins

Preparation

Please review Phases 1 – 4 ahead of the session:

- [NZC – Arts Curriculum](#)

Please find below links to some reading to complete ahead of session 03.

-  [AERO Features for designing a knowledge rich curriculum- plain language notes.pdf](#)

- [B Ormond curriculum decisions 2017.pdf](#)
- [Developing curriculum for deep thinking - read chapter 3.pdf](#)
- [Hughson 2022 disrupting ANZ curricular consensus.pdf](#)
- [Implications for educational practice of the science of learning and development.pdf](#)
- [International Comparative Review Curriculum policy.pdf](#)
- [kauwhatareo.tahurangi.education.govt.nz.url](#)
- [willingham_Memory is residue of thought.pdf](#)

Availability and attendance

Thank you to those who completed the availability calendar. Scheduling has aimed to minimise clashes, particularly for participants contributing across multiple subject areas.

NDA reminder

Please ensure the NDA is signed and returned if not already completed.

Teams channel access

- Development of documents will take place in a dedicated Teams channel.
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- Guidance on accessing and using Teams has been provided in a separate email

This meeting is a key milestone that brings us together, helping us move forward collectively and begin on the right pathway with clarity and connection.

I look forward to meeting with you all, in the meantime – if you have any questions or are having issues accessing the links, please feel free to get in touch via this email address.

Ngā mihi nui,

Kat Wells

Product Designer

Microsoft Teams meeting

Join:

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For organizers: [Meeting options](#)

[Privacy and security](#)

Out of scope

Subject: Creative Arts, Design, Painting, Photography and Moving Image | Subject Advisors - Online induction session 03

Location: Microsoft Teams Meeting

Start: Thu 12/02/2026 12:00 pm

End: Thu 12/02/2026 3:00 pm

Show Time As: Tentative

Recurrence: (none)

Organizer: CACP Refresh

Required Attendees: Catherine Collins; Lesi Bradley; Pearl Tuohy

Optional Attendees: Biljana Vignjevic; Kat Wells

Categories: Blue category

Creative Arts, Design, Painting, Photography and Moving Image | Subject Advisors - Online induction session 03

Kia ora koutou,

My name is Catherine Collins. I am the Product Designer who will be leading session 03, and your main point of contact for the **Creative Arts, Design, Painting, Photography and Moving Image** development.

You are invited to Session 3 of the Subject Advisor Induction. This session brings subject groups together to begin working with the Technical Design template for the development of your curriculum subject. Session 03 is subject-specific designed to build shared understanding, strengthen ways of working, and establish a coordinated foundation before moving into the delivery phase

Attendees:

- **From the Ministry:** Catherine Collins, Lesi Bradley, Pearl Tuohy
- **Subject Advisors – Creative Arts:** 9(2)(a)
- **Subject Advisors – Design:** 9(2)(a)
- **Subject Advisors – Painting:** 9(2)(a)
- **Subject Advisors – Photography and Moving Image:** 9(2)(a)

Session focus

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Ngā mihi nui,

Catherine Collins
Product Designer

Microsoft Teams meeting

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For organizers: [Meeting options](#)

[Privacy and security](#)

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From: [CACP Refresh](#)
Subject: Phase | Tuarere 5 (Years | Tau 11-13) development of the NZC and TMOA - Subject Advisor Face to Face - Wellington

Kia ora koutou,

We are pleased to invite you to our upcoming Phase 5 Subject Advisor hui, taking place Monday 16 March – Friday 20 March in Wellington. All subject areas will be coming together at the same venue for a full week of collaborative writing and development.

Purpose of the Hui

By the end of the week, our shared goal is to have draft curriculum materials completed for each subject area, wherever possible. Bringing everyone together provides the opportunity for stronger alignment, shared thinking, and collective problem-solving across learning areas.

Travel and Logistics

Our travel partner, Orbit, will arrange your flights, accommodation, and any required travel details.

To support those travelling into Wellington that morning, Day 1 will begin at 10:00am on Monday 16 March. The hui will conclude at 12:00pm (midday) on Friday 20 March to allow time for return travel.

Acknowledgement

We appreciate the significant time you are giving to this mahi, and the time away from your workplaces, communities, and whānau. Your expertise and commitment are essential to this phase of curriculum development, and we are grateful for you and your principal or workplace's continued support. If you are in a school, the relief rates will be paid to your school through this period.

Further details, including venue information and the week's agenda, will follow shortly.

Ngā mihi nui,

Catherine

Dr Catherine Law | Programme Lead – Phase 5 New Zealand Curriculum

Te Poutāhū (Curriculum Centre)

National Office, 1 The Terrace, Wellington

[education.govt.nz](http://www.education.govt.nz/) <<http://www.education.govt.nz/>>

He mea tārai e mātou te mātauranga kia rangatira ai, kia mana taurite ai ōna huanga

We shape an education system that delivers equitable and excellent outcomes

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Out of scope

Subject: Dance | Subject Advisors - Online induction session 03
Location: Microsoft Teams Meeting

Start: Tue 17/02/2026 3:30 pm
End: Tue 17/02/2026 5:30 pm
Show Time As: Tentative

Recurrence: (none)

Organizer: CACP Refresh

Required Attendees: Kat Wells; Pearl Tuohy; 9(2)(a) Lesi Bradley; 9(2)(a)

Optional Attendees: Biljana Vignjevic; Catherine Collins

Categories: Blue category

Dance | Subject Advisors - Online induction session 03

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We understand this gives you only minimal notice, and we sincerely apologise for any inconvenience this may cause.

Attendees:

- **From the Ministry:** Kat Wells, Pearl Tuohy, Lesi Bradley
- **Subject Advisors - Drama:** 9(2)(a)

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Ngā mihi nui,

Kat Wells

Product Designer

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For organizers: [Meeting options](#)

[Privacy and security](#)

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Out of scope

From: CACP Refresh
Sent: Tuesday, 24 February 2026 11:01 am
To: 9(2)(a)
Subject: Helping us develop Phase | Tuarere 5 (Years | Tau 11-13) of the NZC and TMoA

Tēna koe 9(2)(a)

Thank you for agreeing to support us with the targeted review for the Phase 5 content development in your subject area. Whether you joined us through the EOI process or were nominated to assist, we really appreciate the specialist knowledge you bring to this mahi.

My apologies for the delay in getting in touch, due to the scale of this work, it has taken some time to work through all the arrangements.

As we come to the end of developing the subject design map, we are now reaching out so we can begin the review process. You will shortly receive an invitation to an induction session being held next week. The initial review of the design map is planned for the week of **9–13 March**, and we anticipate this taking approximately **4–5 hours**.

Following this review, there will be a second review period later in **April**, focused on the draft curriculum for your subject. This is expected to take **5–10 hours**. We will provide more details closer to the time.

Please let me know if you have any questions.

Ngā mihi,

Catherine

Dr Catherine Law | Programme Lead – Phase 5 New Zealand Curriculum
Te Poutāhū (Curriculum Centre)

Mobile 9(2)(a)

National Office Mātauranga House

education.govt.nz

He mea tārai e mātou te mātauranga kia rangatira ai, kia mana taurite ai ōna huanga
We shape an education system that delivers equitable and excellent outcomes



Out of scope

From: CACP Refresh
Sent: Friday, 27 February 2026 8:44 am
To: CACP Refresh
Subject: Phase 5 Curriculum Development Update
Attachments: Timesheet Template.xlsx

[IN-CONFIDENCE - RELEASE EXTERNAL]

Kia ora Koutou

I want to thank you so much for the work done over the last two weeks. The commitment, determination and collaboration have been extraordinary. We have appreciated all your feedback and questions and robust discussions.

This is a very busy time of year. As you put pens down this Friday, or for a few groups next week, and take a pause, please do celebrate what has been achieved and take a breath before the 16th March face to face hui. I hope that you can focus back in on your schools and work. Our team will continue to review and tidy up documents and will also take a moment to stop. Before we meet in March it is a good time to reflect on what questions we all have and next steps that lie ahead.

Invoicing

We can't provide any financial or tax advice. For individual contracts we would direct you to the following government agencies:

- <https://www.business.govt.nz/browse-our-resource-library/how-to-prepare-an-invoice-template>
- <https://www.ird.govt.nz/income-tax/income-tax-for-individuals/what-happens-at-the-end-of-the-tax-year/individual-income-tax-return---ir3>

Some recommendations for invoicing:

- Check the supplier info you provided the Ministry for your contract and ensure those are on the invoice – which might just be your name and address if you are acting as a “sole trader”.
- Ensure your supplier number that you received from the Ministry, and the Purchase Order number that was sent to you, is included in the invoice.
- Ensure the invoice is dated before the end of the contract and aligns with the contract terms.
- You will already have bank details associated with your supplier account.
- Complete the timesheet attached with the number of hours and the tasks as agreed with Ministry representatives.
- Represent your number of hours worked on the invoice according to the contract and at the agreed rate in the contract.
- E-mail the invoice along with the timesheet to: cacp.refresh@education.govt.nz.
- A separate timesheet will need to be completed and attached to invoices from your schools.

A few updates:

1. I know groups are waiting to hear about writers joining from TMoA. We have met with them now TMoA is out for consultation, and they will be joining us very soon. We will ensure time is given on Monday 16th for whanaungatanga and to hear about the TMoA pathways.
2. Bespoke groups: You will hear that some groups have some alternate arrangements. There are a number of reasons why we may have a bespoke arrangement with some subjects (small group of expertise, gaps in advisors, new subject needing other input etc). Please note this is done to look after advisors and get the best quality for the scope of work.
3. The Minister of Education is visiting our face-to-face hui on March 16th at 10am. She would like to thank you for the work you are doing.
4. Subject Association Hui 16th and 17th April: you will be aware we indicated an April hui. We are aware that the Subject Associations meet on the 16th and 17th April. This means we would shorten the hui to 3 days 13th to 15th April if that worked for advisors involved in both. Please could you indicate, using the **poll** within this email, if you are involved in the SA days and if you would like/not like to do the 3 days hui either that week or to meet the week before. April hui availability ([View/vote in browser](#)).

I hope that you can have a break this weekend.

Ngā mihi nui
Catherine

Dr Catherine Law | Programme Lead – Phase 5 New Zealand Curriculum
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