

New Zealand Curriculum Coherence Group Terms of Reference

This Terms of Reference establishes the New Zealand Curriculum (NZC) Coherence Group. The document clearly sets out roles, responsibilities, operations, timeline, and obligations to ensure everyone knows what is required and can work together to achieve outcomes.

Background

The national curricula is being designed to set clear expectations about what must be taught, when and how.

This aligns to Government commitments through *Teaching the Basic Brilliantly* and the *Literacy Guarantee* for curriculum that provides clear definitions of what to teach, by when, and how, from Years 0 to 13. This ensures a knowledge-rich curriculum grounded in the science of learning.

The establishment of the Curriculum Coherence Group will ensure the NZC meets the needs of all learners and ākonga across the breadth of the education system (from early learning to senior secondary schooling).

Purpose

The purpose of this group is to review and provide feedback on the curriculum as a whole to ensure the direction, cohesion and consistency of the curriculum products against the design criteria as well as other areas in the curriculum. This will help ensure that teachers can easily use different parts of the curriculum as required.

The focus of the group is ensuring that the NZC is:

1. Underpinned by the Science of Learning
 - Drawing on research from cognitive psychology, neuroscience and education to describe when, how and what content should be taught.
2. Knowledge-rich
 - Selective - Content is chosen purposefully for each subject.
 - Coherent - Content progresses and flows through the years within the learning areas and subjects and is carefully interconnected across disciplines.
 - Carefully sequenced – Designed to develop knowledge mastery over time by building on prior content and gradually increasing in complexity.
 - Specific and clear – Explicitly outlines what students are expected to understand, know and be able to do for learning areas, subjects and topics across all year levels 0 to 13.
3. Inclusive of evidence informed teaching practices

- Clear about the evidence-based teaching, learning and assessment practices to be used, providing support and guidance for teachers on effective delivery.
4. Clear and easy to use
 - Easy to use and clear for teachers and parents to navigate and understand.
 - Clear for teachers about the learning that must be covered each year, breaking down from learning areas into subjects for Years 11, 12 and 13.
 - Clear about how students can demonstrate progress and achievement.
 - Clear about what schools need to do as part of their curriculum regulatory requirements (i.e., what obligations the updated curriculum statements place on them).
 5. Internationally comparable
 - Provides for a similar high-quality educational experience comparable to high performing countries that are recognised for excellence in education, as reflected in international benchmark data, such as PISA.
 - Provides for strong pathways into further education and employment, nationally and internationally.
 6. Supporting the development of key competencies
 - Developing capabilities and skills for living and lifelong learning, such as critical thinking, communicating, managing self, relating to others, and participating and contributing.
 7. Recognises the needs of all students from an inclusivity, language, and culture perspective.

Scope

The scope of the Coherence Group is to:

- Provide feedback and guidance on the framework where cohesion issues or concerns are identified and options for improvement.
- Provide feedback on all curriculum learning areas where cohesion issues or concerns are identified either within a learning area or across the full curriculum and options for improvement.
- All curriculum products are in scope across the New Zealand Curriculum.

Out of Scope for the group:

- Delivery of supporting curriculum materials.

The Coherence Group is not a decision-making body.

Operations and Group Management

Membership

Identifying the right sets of knowledge and capabilities across the Coherence Group is a critical condition for the success of the group.

Members have been appointed by Ellen MacGregor-Reid Hautū - Te Poutāhū | Deputy Secretary - Curriculum Centre and CACP Senior Responsible Owner.

The overall composition of the Coherence Group is as follows.

Member	Role
Julia Novak	Chair
Lauren Foley	Attendee
Andrea Scanlan	Member
Catherine Law	Member
Nina Hood	Member
Graeme Aitken	Member
Michael Johnston	Member

Chair

The group will be chaired by the Julia Novak General Manager, New Zealand Curriculum & Te Whāriki.

Escalation Management

Any required escalations or areas that the Coherence Group cannot agree on will be submitted to the CACP Senior Responsible Owner in writing for decisions. The CACP Senior Responsible Owner's decisions will be final.

Responsibilities

Coherence Group members are expected to maintain the values and ethos of the public service and must be aware of the importance of personal integrity. Coherence Group members must have the interest and availability to contribute effectively to the Coherence Group throughout their term of membership.

The responsibilities of the Coherence Groups persist over the course of the Curriculum period of work from July 2024 to December 2028, however membership, scope, functions, and approaches will be reviewed and updated

each year on the anniversary of the initial terms of reference by the Curriculum and Assessment Change Programme Senior Responsible Owner.

Members will:

- work collegially, as a single group, all with equal ability to input to conclusions, recommendations, and advice.
- take necessary time and seek the necessary advice to enable effective contribution to the work programme.
- prioritise meeting attendance and participation.
- have access to appropriate devices and reliable internet connectivity to enable them to interact in a virtual environment, including the use of collaborative platforms.
- act with personal integrity and be trustworthy, accountable, and respectful at all times in contributing to the group.

Resignation and removal

Members may resign from this role at any time by notifying the Ministry in writing to:
nationalcurriculum.refresh.@education.govt.nz .

Appointment to a Coherence Group will continue for the duration of the term appointed, provided the individual Coherence Group member continues to have the trust and confidence of the Ministry and NZQA. Removal of a member of the Coherence Group will be at the Ministry's sole discretion.

Secretariat

The Ministry will provide the secretariat role and will ensure there is appropriate support for the Group.

Support will be provided to enable group members to lead or facilitate engagement activities within their existing networks. This may include the cost of venue booking, kai, or koha.

The Ministry will ensure regular submission of material to the cohesion group for review.

Fees and Expenses

Public sector employees cannot receive fees in addition to their ordinary pay where the duties of the group are undertaken during their ordinary working hours.

If a Group member is a teacher or principal, it is up to their school's Board of Trustees to confirm how the member is to be paid fees.

The Ministry will reimburse Coherence Group members for agreed expenses related to travel, within the Ministry of Education's Guidelines, including accommodation where applicable.

Fees and agreed expenses will be paid upon receipt of an invoice from the Coherence Group member or their organisation.

Meetings

The first meeting of the Coherence Group will be a two-day workshop held in Wellington on Thursday 18 and Friday 19 July. This will be in person, with an online capability for attendance provided where required.

The Coherence Group will then meet every 6-8 weeks with an anticipated commitment of 1 – 2 days for each meeting week for meeting time and associated activities and deliverables.

However, for the first three months July 2024 to September 2024 the group will be required to meet more regularly to support the completion of key products.

Meetings of the Coherence Group will be held in Wellington. One in three meetings will be face to face, the balance online. Travel for members will be arranged by the Ministry.

The agenda and papers for meetings of the Coherence Group will be circulated to members five working days in advance of each meeting, and draft notes from the meeting will be circulated to Coherence Group members no later than five working days after each meeting.

Method of Working

Members of the Coherence Group are expected to act in good faith, contribute sincerely, and respect contributions from all other members. The Chair and the Ministry will ensure all members are given reasonable opportunities to contribute. Coherence Group members are expected to work towards agreement in their feedback and advice.

The Ministry of Education will act in good faith at all times, and with respect to its duties and obligations under Te Tiriti o Waitangi.

Conflict of Interest

Members of the Coherence Group will be required to disclose conflicts of interest relating to the Coherence Group *and Ministry of Education work*.

Members of the Coherence Group who have a specific, real conflict of interest in relation to an issue or item will advise the Ministry and excuse themselves from consideration of those issues or items.

If members of the Coherence Group develop new, relevant conflicts of interest, whether real, potential or perceived, in the course of the *New Zealand Curriculum* refresh work programme, they will inform the Ministry's secretariat as soon as is reasonably practicable.

Confidentiality and Intellectual Property

The work of the Coherence Group is confidential, unless otherwise agreed by the Ministry of Education. Members will maintain this confidence and will not disclose information about the operation of the Coherence Group, or information and analysis shared with the Coherence Group, to any person without prior agreement from the Ministry.

All documents and drafts provided by the Ministry to the Coherence Group, or developed by the Coherence Group, are owned by the Ministry. All documentation must be kept confidential unless permission is granted by the Ministry in writing prior to distribution.

All intellectual property developed during the Coherence Group's tenure will belong to the Ministry.

Media

Coherence Group members acting in that capacity will not make media statements, representing their own views or that of the Coherence Group.

If members of the Coherence Group are asked to provide comment on the work of the Group by a third party i.e., other than the Ministry of Education, the Coherence Group member will forward the question or request to the Ministry by email to nationalcurriculum.refresh@education.govt.nz.

Term of Appointment

The Coherence Group will operate for a period of four years from July 2024 to December 2028. Members will be appointed for an initial term of one year, with an option to review each year.

Hautū – Te Poutāhū | Deputy Secretary – Curriculum Centre

Agreement

By signing this terms of reference, I _____ acknowledge and agree to the terms of this document.

Name

Date: