**Briefing Note: Update on the School Leavers’ Toolkit product development**

**To:** Hon Chris Hipkins, Minister of Education  
**Date:** 7 March 2019  
**Priority:** Medium  
**Security Level:** Budget Sensitive  
**METIS No:** 1180857  
**Drafter:** Miriam Gibson  
**Key Contact:** Richard D’Ath  
**Messaging seen by Communications team:** No  
**DDI:** 59(2)(a)  
**Round Robin:** No

**Purpose of Report**

The purpose of this paper is for you to:

**Note** that we have begun development of a range of products to support implementation of the School Leavers’ Toolkit.

**Note** that we have begun discussions with your office about the launch of the School Leavers’ Toolkit in May or June 2019.

**Agree** that this report is not proactively released at this time as it contains advice that is Budget sensitive.

**Summary**

- You have indicated that your preference is to launch the School Leavers’ Toolkit (Toolkit) in May or June 2019, when a larger suite of products to support Toolkit implementation are available. We have begun planning for this event with your office.
- We are developing a range of products to support the implementation of the Toolkit, including a schools-facing website, a student-facing website and guidance for the delivery of civics education in schools from year 7.
• Discussion of the Toolkit has been added to the agenda for your Agency Meeting on Monday 11 March. This Briefing Note provides you with an update on progress developing the Toolkit since our January education report [METIS 1174687 refers].

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Group Manager – Secondary Tertiary
Early Learning and Student Achievement
7/03/2019

Hon Chris Hipkins
Minister of Education
12/3/19
Background

1. In January we provided you with an education report [METIS 1174687 refers] updating you on progress developing the Toolkit and recommending you defer launch of the Toolkit until May or June, depending on whether Phase Two funding is confirmed in Budget 2019.

2. We understand that a scaled option for $3.5 million is currently included in your proposed package for Vote Education.

3. Work to date has focused on engaging with the sector to understand the current state and identify their needs and on building the frameworks/platforms needed for effective delivery.

4. We are now working to develop key products, tools and guidance to populate these platforms and provide the support schools need to embed Toolkit learning into their local curriculum.

Our Current Focus

5. The School Leavers’ Toolkit schools-facing website went live last week. This site is designed to be a platform we can populate with tools and resources that come out of the co-design process we are running with schools over the course of this year.

6. We are also partnering with a range of government and non-government subject matter experts, including Worksafe, MBIE and the Bankers’ Association, to develop content for the School Leavers’ Toolkit student-facing website due to go live in June this year alongside the refreshed StudyIt site.

7. Sitting alongside StudyIt, which is focused on providing students with support for NCEA English, Maths and Science, the Toolkit student-facing website will be the only Ministry channel aimed directly at students. It will provide key information and content related to the components of the Toolkit and links to a range of trusted information sources.

8. We have begun work on development of guidance to support the delivery of civics education in schools from years 7 – 13. This work will draw on the expertise of government and non-government subject matter experts.

9. The strength of the development approach we have taken is that it provides schools with a range of tools and resources to help them embed the teaching and learning of civics, financial literacy and key workplace competencies into their local curriculum from Year 7 in a sustainable way.
10. The diversity of schooling contexts, and the flexibility afforded by the National Curriculum, means that Toolkit design and implementation will vary between schools. This is a difficult concept to communicate to the public and we face the risk of confusion about what the Toolkit is and how it will benefit young people. To address this:

   a. We have begun discussions with a range of subject matter experts, including the Bankers Association, about the development of Toolkit products designed specifically to inform and educate students and their parents and whānau. These would be accessible on the new student-facing website and would show the clear 'point of difference' the Toolkit brings to complement existing resources.

   b. We are discussing with your office the potential for the June launch to be an event where you and one of our subject matter expert partners launch a 'hero' Toolkit product. This product would provide the public with an easy to understand example of what the Toolkit is aiming to achieve and the means of implementation.

   c. We are exploring opportunities to maintain momentum after this event by scheduling a range of Toolkit product launches in partnership with our subject matter experts.

   d. We are developing practical guidance for schools on how to implement a civics education programme underpinned by the principles of the Te Tiriti o Waitangi. This will be a tangible curriculum product filling an identified gap in support for schools.

   e. We are working on a national communications plan to support the launch of the Toolkit utilising a range of channels and media, including extensive use of student focused social media.

Next Steps

11. Officials will be available to discuss or progress plans for the Toolkit at your 11 March Agency Meeting. We would like to discuss whether our approach aligns with your priorities and expectations for the Toolkit work programme.

Proactive Release

12. We recommend that this briefing is not released at this time as it contains advice which is Budget sensitive.