acara AUSTRALIAN CURRICULUM, ASSESSMENT AND REPORTING AUTHORITY

ACARA ITEM TRIAL TESTS PRIVACY NOTICE

Notice of collection under Australian Privacy Principle 5 (Privacy Act 1988 Cth)

This notice is to advise that personal information about staff and students at selected schools will be collected for the ACARA Item Trial tests to be conducted in 2024.

The purpose of the Item Trial is to evaluate potential questions (which ACARA calls 'items') for use in future National Assessment Program – Literacy and Numeracy (NAPLAN) tests. The Item Trial is about testing the **questions,** not about testing students or their ability. Student results are **not** reported.

ACARA handles the data it collects in accordance with the standards and its obligations under the *Privacy Act 1988 (*Cth). For further information, see ACARA's privacy policy at www.acara.edu.au/contact-us/privacy.

ACARA Item Trial tests

The ACARA Item Trial tests are conducted online. Online assessments can run through a real-time internet connection. Read more about NAPLAN at www.nap.edu.au/naplan.

Education Services Australia Limited (ESA) operates the Assessment Platform used for NAPLAN and Item Trial tests. ESA (www.esa.edu.au) is a ministerial, not-for-profit company established by and comprised of all the Australian education ministers.

Collection

Section 40 of the *Australian Curriculum, Assessment and Reporting Authority Act 2008* (Cth) (ACARA Act) authorises ACARA to collect personal information for specific purposes including conducting research relating to the national curriculum, producing national reports and assisting government to formulate education policies.

Selected students will complete two online Item Trial tests (for example, a reading test and a numeracy test; or two writing tests).

Student personal information collected

ACARA (through its contractor) will collect class lists from each selected school and the following categories of information for each student, regardless of the kind of test undertaken:

a) school name
b) year level
c) class name
d) gender
e) room name
f) type of device and
g) participation and performance information (for example, multiple choice and written responses) collected from the platform provided by ESA.

An Item Trial student identifier is randomly generated for, and provided to, each individual student by ACARA's contractor for the purposes of the Item Trial Test.

Principal and school staff personal information collected

In addition, ACARA's contractor collects the following information about school staff (principal, school technical support officer and invigilators) for the purpose of communicating about school and student participation and test administration:

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a) name
b) position
c) email address
d) phone number.

Disclosure

ACARA **only** discloses student personal information where consistent with our legal obligations, which includes obligations in any agreement that regulates the ways in which student personal information can be used and disclosed by ACARA or its contractors.

ACARA discloses some data to ESA so that ESA can create student login details. For each student, this includes school identifier and student identifier.

In circumstances where ACARA has serious and reasonable concerns for the health, safety or wellbeing of a student based on their responses to the writing test(s), ACARA may provide a copy of the student's writing test(s) to the relevant state or territory test administration authority (TAA) so that the response(s) can be brought to the attention of the student's school in the interests of ensuring the student's welfare.

ACARA will not disclose student personal information overseas.

Access and correction

After the Item Trial testing process is complete, ACARA instructs its contractor to delete all Item Trial test data. ACARA is **not** able to match information it receives or collects with individual students. If you wish to access or correct your child's personal information, contact your child's school in the first instance.

Complaints and enquiries

If you wish to make a complaint or enquiry, or would like further information about ACARA's privacy practices, See ACARA's Privacy Policy (www.acara.edu.au/contact-us/privacy).

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