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## ACARA Writing Assessment Review – Rubric review pilot (online)

### Privacy notice

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

This notice is to advise you that personal information about your child will be collected for the ACARA Writing Assessment Review – Rubric review pilot, to be conducted this calendar year.

The purpose of this test is to evaluate new marking rubrics, *potential* writing tasks and duration for these tasks for use in future NAPLAN tests. This test is primarily aimed at testing the **rubrics, tasks, and times taken for these tasks**, not testing your child, or their writing ability. Your child's raw score results are reported to their school as part of this project.

ACARA protects the data it collects in accordance with the standards in the *Privacy Act 1988 (Cth)*. For further information, see ACARA's privacy policy [acara.edu.au/contact-us/privacy](http://acara.edu.au/contact-us/privacy).

### **ACARA Writing Assessment Review – Rubric review pilot**

The ACARA Writing Assessment Review – Rubric review pilot will be conducted online. Online assessments will run through a real-time internet connection. Read more about the move to [NAPLAN Online](#).

ACARA's contractor (an organisation) will be administering the tests, including using its online test platform.

### **Collection**

Section 40 of the *Australian Curriculum, Assessment and Reporting Authority Act 2008 (Cth)* authorises ACARA to collect personal information for purposes that are necessary for, and directly related to, producing national reports on school performance and assisting government to formulate education policies.

Each participating school will select from their own students to complete the writing tasks. Selected students will complete two online writing tasks in a continuous session.

ACARA (through its contractor) will collect the following categories of information for each student: school name, school address, state/territory, school post code, year level (3, 5, 7, or 9), number of students in year level, as well as participation and performance information (for example, written responses and times taken for these tasks).

ACARA's contractor will not collect student names.

ACARA's contractor will ask each participating school for the number of students that will complete the writing tasks and will provide platform login details to the school for that number of students. Each participating school will be responsible for recording those details against their students so that they can match the raw score results they will receive.

In addition, ACARA's contractor collects the name of the principal, the name of a school contact person, the name of a school-based technical support officer and relevant contact details.

### **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 personal information can be used and disclosed by ACARA or its contractors.

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

ACARA will not disclose personal information overseas.

### **Access and correction**

After the testing process is complete, ACARA instructs its contractor to delete all participation and performance information and student login details. ACARA is **not** able to match information it holds with individual students.

If you wish to access or correct your child's personal information, contact your child's school in the first instance. Alternatively, you may contact the relevant state or territory [test administration authority](https://nap.edu.au/contacts/test-administration-authorities-contacts) (<https://nap.edu.au/contacts/test-administration-authorities-contacts>).

### **Complaints**

If you wish to make a complaint about ACARA's privacy practices, you can lodge a complaint with ACARA directly. ACARA's [privacy policy](https://acara.edu.au/contact-us/privacy) ([acara.edu.au/contact-us/privacy](https://acara.edu.au/contact-us/privacy)) provides information on how to make a complaint and how ACARA deals with complaints.