

NAP Opt-in school staff privacy notice

Notice of Collection under Australian Privacy Principle 5 (APP 5)

This notice is to advise you that personal information about you will be collected for the National Assessment Program Opt-in ('**NAP Opt-in**') assessments.

The Australian Curriculum, Assessment and Reporting Authority (ACARA) handles personal information in accordance with the *Privacy Act 1988* (Cth). For further information about how ACARA handles personal information, please refer to ACARA's [Privacy Policy](http://www.acara.edu.au/contact-us/privacy) at www.acara.edu.au/contact-us/privacy.

What is NAP Opt-in?

ACARA conducts the NAP Opt-in assessments. Participation is voluntary for all schools nationally for Year 6 and Year 10 students. These online assessments will provide participating schools with information on Year 6 and Year 10 students' science literacy understanding to improve teaching and learning.

Education Services Australia (**ESA**) operates the Assessment Platform (the **Platform**) used for NAP Opt-in. [ESA \(www.esa.edu.au\)](http://www.esa.edu.au) is a ministerial, not-for-profit company established by and comprised of all Australian education ministers.

ESA collects, stores, uses and discloses your personal information on behalf of ACARA for purposes related to NAP Opt-in assessments. Your information will be uploaded into the Platform by the school. For further information about privacy and the Platform, please refer to www.assessform.edu.au/privacy-policy.

Collection and use

Section 40(1) of the *Australian Curriculum, Assessment and Reporting Authority Act 2008* (Cth) authorises ACARA to collect personal information for specific purposes including to assist government to formulate education policies.

ACARA will collect the following personal information from you to create an account for access to the Platform and enable participation in NAP Opt-in activities:

- name (first and last)
- email address
- mobile phone number
- NAPLAN username (if applicable)
- details of school you report to.

If you choose not to provide the above personal information, an account cannot be established and access to the Platform cannot be provided.

For schools that elect to participate in the NAP Opt-in assessment, some of the principal's personal information (email address and school) provided for NAPLAN will be used for verification purposes by the Assessment Platform when registering the school for NAP Opt-in.

Disclosure

ACARA will not disclose your personal information unless it is authorised by law, or it is consistent with its legal obligations to do so which includes obligations in any agreement that regulates the ways in which personal information can be used and disclosed by ACARA or its contractors. For the purposes of NAP Opt-in, ACARA will disclose your personal information to its contractors and ESA to enable access to the Platform and facilitate services under the contract for NAP Opt-in.

ACARA will not disclose personal information to third parties overseas.

Further information

For further information about how ACARA handles personal information, including how to access and correct information ACARA holds about you or make a complaint about ACARA's privacy practices, please refer to ACARA's [Privacy Policy](https://www.acara.edu.au/contact-us/privacy) at www.acara.edu.au/contact-us/privacy.

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