

NAPLAN COLLECTION NOTICE 2023

The National Assessment Program – Literacy and Numeracy (NAPLAN) takes place each year for students in Years 3, 5, 7 and 9 and has been an everyday part of the school calendar since 2008. NAPLAN helps parents, carers and educators to see if children are meeting national numeracy and literacy standards.

All Australian schools are required by the Australian Education Act 2013 (Commonwealth) to participate in NAPLAN and to collect data about student background information. More information about NAPLAN is available at <http://www.nap.edu.au/naplan/parent-carer-support/>.

In 2023 most schools in South Australia will conduct NAPLAN testing online. The purpose of this notice is to advise parents and carers of how your child’s personal information will be used for NAPLAN testing (both online and paper tests) and, as part of NAPLAN Online, readiness activities scheduled at various times leading up to the test in March.

Collection and use of personal information

Schools are required by law to collect personal information about you and your child, irrespective of whether your child participates in NAPLAN testing. Our school provides this information to the SA Department for Education through the Association of Independent Schools of SA (AISSA).

For every student participating in readiness activities and online testing, the following personal information will be uploaded by the Department for Education, as the Test Administration Authority (TAA), to the NAPLAN Online Assessment Platform (‘assessment platform’):

Student name*	Jurisdictional and local school student identifiers*
School name, class and year level*	Gender*
Date of birth*	Disability adjustments (where applicable) *
Country of birth	Language background other than English
Aboriginal or Torres Strait Islander status	Parents’ occupation, education and language background

The personal information for students who are exempted, absent or withdrawn from NAPLAN testing is collected and used for reporting purposes.

Students participating in NAPLAN Online may also have personal information collected regarding disability adjustments to enable them to access and participate in NAPLAN testing.

The information above marked with an asterisk (*) is also provided by the Department for Education, as the TAA, to FUJIFILM Data Management Solutions Pty Ltd for the purposes of printing paper test materials for year 3 Writing and contingency materials, as well as reporting student results. FUJIFILM Data Management Solutions Pty Ltd (“FUJIFILM”) is subject to rigorous information privacy and data security obligations under its contract with the Department for Education and is only permitted access to personal information from a relevant school for the purposes of providing the contracted services.

Disclosure of personal information

Although our school is responsible for the local administration of tests undertaken by students, the personal information collected will be shared with the following NAPLAN related agencies:

- Education Services Australia (ESA) *for students using an online test*
- The Department for Education
- Fuji Xerox Business Force Pty Ltd
- The Association of Independent Schools of South Australia (AISSA)

The online assessment platform has been designed to comply with relevant national data security policies and guidelines, as well as data encryption standards. The assessment platform is managed by Education Services Australia (ESA). ESA is a not-for-profit company jointly owned by the Australian education ministers. ESA is subject to rigorous information privacy and data security obligations under its contract with the Department for Education and is only permitted access to student personal information for the purposes of managing the assessment platform. Security and privacy are key requirements for the delivery of national testing. The assessment platform has been designed to comply with relevant national data security policies and guidelines, as well as data encryption standards. ESA only has access to personal information from a relevant school, TAA or the Australian schools list for the primary purpose of fulfilling ESA's role in supporting the operation of the assessment platform.

The Department for Education is the Test Administration Authority (TAA) with responsibility for the state-wide administration of tests in all schools in South Australia, in accordance with nationally agreed protocols.

The AISSA is a member association and is the peak body for the Independent school sector in South Australia.

ACARA, ESA and AISSA are bound by the provisions of the Privacy Act 1988 (Commonwealth) which regulates how agencies may collect, use, disclose and store personal information. The Department for Education is bound by the equivalent provisions of the SA Government's Information Privacy Principles (IPPs).

The privacy policies of each agency may be found at their respective websites:

- ESA: www.esa.edu.au/contact-us/privacy
- DECD: www.decd.sa.gov.au/your-privacy
- Fuji Xerox Business Force Pty Ltd: <https://www.fujifilm.com/au/en/privacy>
- AISSA: www.ais.sa.edu.au/home/general-information/about-aiissa

Access and correction

Requests for access or correction of personal information collected for NAPLAN and held by our school should be directed to the school principal in the first instance. Requests for access or correction of personal information held by one of the above NAPLAN agencies should be directed to them, contact details are available on their websites.

Complaints

Complaints about a breach of privacy at school should be directed in writing to the school principal. Complaints about a privacy breach at one of the above NAPLAN agencies should be directed to that agency.

Please speak with the school principal if you have any questions about this information.