

**National Assessment Program for Civics and Citizenship
(NAP-CC) 2019 Main Study
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 National Assessment Program for Civics and Citizenship (**NAP-CC**) 2019 main study. If your child is selected for this study, personal information will also be collected about you (parents/guardians).

The Australian Curriculum, Assessment and Reporting Authority (**ACARA**) develops the NAP-CC test instrument. The main study comprises a stratified random sample of schools across Australia, for selected students in years 6 and 10. ACARA will publish anonymised results of this test in its national NAP Sample assessment reports (see <https://www.nap.edu.au/results-and-reports/national-reports>).

ACARA is authorized to collect personal information relating to student, teacher and school personnel and school performance, and personal information incidental to those matters, for limited purposes specified in s.40(1) of the *Australian Curriculum, Assessment and Reporting Authority Act 2008* (Cth) including producing national reports consisting of aggregated data on school performance and assisting government to formulate policies in relation to education matters. ACARA protects the data it collects in accordance with the standards in the *Privacy Act 1988* (Cth).

Online Test

The NAP-CC main study test will be conducted online. Education Services Australia Limited (**ESA**) will operate the online test platform. ESA is a national, not-for-profit company owned by the state, territory and Australian Government education ministers (www.esa.edu.au/).

Collection

ACARA (through its contractor) will collect information about your child from a jurisdiction, school authority or school in order to select students for the main study. ACARA (through its contractor) will collect the following categories of information for each student in the school cohort (year 6 or year 10) for each sampled school: student name, student identifier, student attendance and information on exemptions and withdrawals (where relevant).

Only twenty students (20) are selected from the school cohort (year 6 or year 10) in each sampled school. If your child is selected for the main study, ACARA (through its contractor) also collects student background data (for example, parental occupation and parental education). ACARA collects student background data centrally through some departments of education or state statutory authorities. For those jurisdictions that do not hold data centrally for all schools, ACARA also collects student background data from Catholic school authorities and directly from individual schools where no central provision of student background data is available. In this case, schools provide this data directly to ACARA (through its contractor).

ACARA (through its contractor) will collect the following categories of student background data for each selected student: date of birth, country of birth, sex, whether your child identifies as an Aboriginal or Torres Strait Islander, parent school education (for each parent/guardian), parent non-school education (for each parent/guardian), parent occupation group (for each parent/guardian), student home language and parent home language (for each parent/guardian).

If your child is selected for the main study, ACARA (through its contractor) will also collect

other information about your child from ESA after your child completes the online main study test, including participation and performance information derived from student responses to multiple choice and free text questions.

ACARA (through its contractor) also holds information about each sampled school including (and not limited to) school name, school address, school suburb, state/territory and school sector. These data fields are publicly available, from the Australian Schools List website managed by ACARA (<https://asl.acara.edu.au/>) and from the websites of each school.

Disclosure

ACARA will **only** disclose student and parent/guardian 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.

ACARA discloses limited personal information to ESA, such as sampled students' first name and surname (main study only) and various identifiers connected with the school and student, in order for ESA to conduct the test. ESA operates the online test platform. ACARA will not disclose personal information overseas.

Access and correction

If you would like to access your personal information, or believe that any student or parent/guardian personal information is incorrect, you can contact ACARA seeking access to, or correction of, your personal information as follows:

Telephone: 1300 895 563 or +61 2 8098 3100; and

Email: info@acara.edu.au

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](#) provides information on how to make a complaint and how ACARA deals with complaints.