

NAPLAN student privacy notice – braille test books

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

This notice is to advise you that personal information about your child and you (parents/guardians) will be collected for the National Assessment Program – Literacy and Numeracy (**NAPLAN**) tests.

The Australian Curriculum, Assessment and Reporting Authority (ACARA) handles all personal information in accordance with the *Privacy Act 1988* (Cth). For a summary of data fields that ACARA collects, please see ACARA's [Privacy Policy](http://www.acara.edu.au/contact-us/privacy) at www.acara.edu.au/contact-us/privacy.

What is NAPLAN?

ACARA conducts the NAPLAN tests and creates national reports on schooling, including reporting on the [My School](http://www.myschool.edu.au) website (www.myschool.edu.au).

State and territory education authorities are responsible for administering NAPLAN tests, including managing student data and reporting results to schools and students.

Adjustments for students with disability are intended to enable access to and participation in the tests on the same basis as students without disability.

Students with disability are allowed access to their usual, standard non-educational facilities and furniture that form part of their everyday assessment adjustments under the *Disability Discrimination Act 1992* (Cth) and the Disability Standards for Education 2005.

Due to current technical limitations that prevent the NAPLAN tailored test design being implemented online for braille, students who use braille will continue to undertake NAPLAN using hard copy tests.

Braille test materials can be provided for students who use braille to access the curriculum. All test materials are produced in contracted single-line spaced braille. However, for students who lack proficiency or who are new braille users, the test materials can be provided in uncontracted or double-line spaced formats, on request.

All braille users are provided with extra time, regardless of their proficiency in this medium. Read more about [NAPLAN](http://www.nap.edu.au/naplan) at www.nap.edu.au/naplan.

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 conducting research relating to the national school curriculum, producing national reports and assisting government to formulate education policies.

A state or territory education authority will collect personal information about your child and you in relation to the online or alternative format (braille) NAPLAN tests. State and territory education authorities also collect student names and other information for student- and school-level reporting and related purposes.

The state or territory education authority will make information (including student names) available to ACARA and its contractors in order to prepare and track the NAPLAN test books in the required braille format to meet your child's needs and to transcribe your child's responses.

ACARA will collect the following categories of information for each braille student order:

- student name
- student identifier

- date of birth
- student's braille format.

ACARA will also collect the following categories of information for each student (noting for some categories there will be multiple data fields):

- gender
- language background
- whether your child identifies as an Aboriginal and/or Torres Strait Islander person
- parent occupation
- parent education level and
- participation and performance information (e.g., multiple choice and written responses).

ACARA will collect all the above categories of personal information about your child as part of their participation in NAPLAN.

Disclosure

ACARA will disclose the personal information collected for your child's braille student order to its contractors in order to produce and track the NAPLAN test books in the required braille format to meet your child's needs and to transcribe your child's responses.

ACARA will not disclose personal information about your child or you 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.

ACARA will not disclose personal information to third parties overseas. More detailed information is contained in ACARA's [Privacy Policy](http://www.acara.edu.au/contact-us/privacy) at www.acara.edu.au/contact-us/privacy.

Access and correction

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

You can request access to or seek correction of the personal information ACARA holds about you. There may be a sound reason under the Privacy Act, Freedom of Information Act 1982 (Cth) or other relevant law to withhold the information or not make the changes. Please refer to ACARA's [Privacy Policy](http://www.acara.edu.au/contact-us/privacy) (www.acara.edu.au/contact-us/privacy) for further information.

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](http://www.acara.edu.au/contact-us/privacy) (www.acara.edu.au/contact-us/privacy) provides information on how to make a complaint.

If you have a complaint about identified NAPLAN data (data linked to a student name/s) contact your child's school in the first instance. Alternatively, you may contact the relevant state or territory [test administration authority](http://www.nap.edu.au/contacts/privacy-contact-information) (www.nap.edu.au/contacts/privacy-contact-information).

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