

## NAPLAN Collection Notice

Personal information about children and their parents/guardians is collected for the National Assessment Program – Literacy and Numeracy (**NAPLAN**) tests. NAPLAN is a national assessment for students in Years 3, 5, 7 and 9 that is undertaken annually. The Australian Curriculum, Assessment and Reporting Authority (**ACARA**) has national responsibility for the central management of NAPLAN. This notice explains what personal information the VCAA collects, how the VCAA uses the information and to whom the information is disclosed.

### The VCAA

The Victorian Curriculum and Assessment Authority (**VCAA**) is the Test Administration Authority, responsible for the administration and delivery of NAPLAN in Victoria. The VCAA is a Victorian statutory authority continued under the *Education and Training Reform Act 2006* (Vic).

### Collection of information

The VCAA collects personal information within the meaning of the *Privacy and Data Protection Act 2014* (Vic) (**PDP Act**) about all Victorian school students in years 3, 5, 7 and 9. The VCAA collects this information from schools.

The VCAA collects the following personal information about students each time they sit NAPLAN tests: name, Victorian Student Number (VSN), sex, date of birth, country of birth, language background, Aboriginal and Torres Strait Islander (ATSI) status, parental occupation and parental education, as well as student NAPLAN test responses for the **primary purpose** of assessing and reporting on student learning against the national minimum standard, so as to:

- improve teaching outcomes (at the student's current school, and any school they attended before or attend after the NAPLAN test, and across the school sector and the state); and
- improve learning outcomes (for the particular student).

### Use and disclosure of information

The personal information collected by the VCAA will be used by VCAA employees and disclosed to and used by VCAA contractors for and in connection with the abovementioned purposes, and for analysis and research associated with the VCAA's statutory functions.

If personal information is not provided, student test responses cannot be assessed and reported for the purposes set out above.

The VCAA discloses personal information as set out below:

- NAPLAN test results are given to the student's parent/guardian;
- Student name, date of birth, sex, VSN, language background, ATSI status and NAPLAN test results are given to the student's current school;
- Student name, date of birth, sex, language background, ATSI status and NAPLAN test results will be given to any school previously attended, and any school the student attends after the NAPLAN test;

- On request from the Victorian Registration and Qualification Authority (VRQA) in relation to the VRQA's statutory functions, including the registration of schools and training organisations.

The following information is disclosed to ACARA for national reporting and education policy purposes:

- VCAA Student identifier
- Sex
- Date of birth
- Country of birth
- Language background
- ATSI status
- Parent/guardian occupation and education
- Test responses

More information about how ACARA uses the information it collects through NAPLAN Online and pen and paper tests is available at: <https://www.nap.edu.au/naplan/privacy>

NAPLAN results and a range of 'background information' (sex, ATSI status, language background, parent/guardian occupation and education) are provided to education sector authorities (eg. Victorian Department of Education, Catholic Education Commission Victoria, and Independent Schools Victoria) and to third party researchers, for the purposes of analysis and research related to education, health and other policy issues.

Personal information collected for the abovementioned purposes will not otherwise be used or disclosed by the VCAA, except with the prior consent of the student (or student's parent or guardian where applicable) and in accordance with the PDP Act, or if the VCAA is required or otherwise permitted by law to do so.

### **Consent**

Consent to the collection, use and disclosure of personal information can be withdrawn at any time by notifying the student's school.

### **Access and correction**

An individual may request access to personal information the VCAA holds about them, if any, and request its correction if inaccurate. Contact the VCAA NAPLAN Helpdesk on 1800 648 637 or [vcaa.naplan.help@edumail.vic.gov.au](mailto:vcaa.naplan.help@edumail.vic.gov.au).

### **Further information**

Further information about NAPLAN is available on the VCAA's website at [www.vcaa.vic.edu.au](http://www.vcaa.vic.edu.au).

The VCAA Privacy Policy can be found at [www.vcaa.vic.edu.au/Pages/aboutus/policies/privacypolicy.aspx](http://www.vcaa.vic.edu.au/Pages/aboutus/policies/privacypolicy.aspx).

Information about ACARA's collection, use and disclosure of personal information about NAPLAN is available on the ACARA website: <https://www.acara.edu.au/contact-us/privacy#PartC>