

# Public consultation factsheet

## How to participate in consultation on new syllabuses

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The Queensland Curriculum and Assessment Authority (QCAA) consults publicly whenever it develops a syllabus for a new senior subject. This factsheet explains what happens during syllabus consultation, so you know what is involved if you participate.

Consultation helps to ensure new subjects are well-defined and meet the needs of Queensland students and schools.

Everyone with an interest in education can participate, including:

- teachers and school leaders
- students
- community and industry members
- academics and professionals.

For a list of current consultations, see the [Call for consultation](#) page on the QCAA website.

## What's involved

You will be asked to review draft documents and provide feedback on them through an online survey.

Consultation usually involves:

- reviewing draft documents
- providing feedback through an online survey
- optional participation in a focus group.

All feedback is reviewed by the Syllabus Development Committee and helps to inform improvements before the final syllabus is approved and published.

## Documents for review

Before providing feedback, review the draft documents for the relevant syllabus:

1. **Subject design brief** — explains the nature and purpose of the subject
2. **Syllabus design brief** — outlines the structure of the syllabus, including content, assessment and achievement standards
3. **Draft syllabus** — the map of the subject, including rationale, objectives, subject matter, assessment techniques and achievement standards.

## Online survey

The online survey is the main way to provide feedback on draft syllabuses.

When completing the survey:

- respondents rate their satisfaction with elements of the draft documents on a five-point scale, which ranges from very satisfied to very dissatisfied

- if satisfied, respondents are invited to explain why
- if dissatisfied, respondents are asked to suggest specific, actionable changes
- respondents who want more information about the syllabus development process are asked to provide their contact details. A privacy statement explains how responses are stored and used.

The survey focuses only on the draft documents.

## Hardcopy option

Surveys can also be completed on paper. Email [SCU@qcaa.qld.edu.au](mailto:SCU@qcaa.qld.edu.au) or phone (07) 3864 0506 to arrange.

## Survey sections

The survey is organised into three sections:

### 1. Subject design brief

- Nature of the subject
- Purpose of the subject

### 2. Syllabus design brief

- Rationale of the syllabus
- Syllabus objectives
- Additional subject-specific information
- Organising principles of the syllabus
- Topics/units of the syllabus
- Assessment

### 3. Draft syllabus

- How well the syllabus supports the subject's purpose
- Feasibility of implementation.

## Focus groups

Focus groups provide an opportunity to give feedback, discuss ideas and share practical suggestions in more detail.

- **Format:** Online or face-to-face in selected regions.
- **Participants:** Teachers, school leaders and other stakeholders who wish to participate.
- **Duration:** Typically 1–2 hours.
- **Activities:** Discuss and provide feedback on the draft documents.
- **Registration:** Via the [QCAA Events](#) page.

## Next steps after public consultation

After the public consultation period:

- the Syllabus Development Committee reviews all feedback
- draft documents are refined in response
- a syllabus refinement brief is published summarising responses and changes
- the final syllabuses are approved and published for implementation.

Your feedback helps ensure senior syllabuses are clear, consistent and support high-quality learning for Queensland students.



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