

# NAPLAN 16

Newsletter: March 2016

Please make this newsletter available to staff.

## Key dates for March

**24 March** — final submission date for applications to vary test dates due to gazetted holidays.

## Uploading and checking of student data

Thank you to all schools for uploading and checking their data. We have now closed this process off for 2016.

## Handbook for principals

Copies of the 2016 *Handbook for principals* have been delivered to schools. Thank you to the many principals who have already acknowledged receipt. It helps us to identify potential delivery problems and gauge delivery times.

If you have not done so, **please acknowledge receipt of these materials as soon as possible.**

The link for acknowledging delivery of the handbooks is on the same page where you upload and/or check your students' details.

1. Go to <https://naplan.qcaa.qld.edu.au/naplan/pages/login.jsp> This is the test administration login page. All your school's details sit behind this login page.
2. Put in your BIC and password.  
If you don't know your BIC, you will find it below the login area in the *School IDs and BIC codes* list.  
If you don't know the password you will need to reset it. Once you have entered your school BIC, click on the *Forgot password* link and follow the instructions.
3. The link to acknowledge receipt of the *Handbook for principals* is second from the bottom.  
All the forms that you will need are also here.

## Small schools

Any small schools that currently do not have any students enrolled in Years 3, 5, 7 or 9, will still receive a delivery of test materials. The material will include *type 2 testbooks* (unnamed), which have the school name and details on them but are not be overprinted with the students' names. These materials are sent for two reasons. First, so that schools have testbooks should there be a new enrolment or a visiting student from another school needs to sit the test at the school, and second, so that teachers have copies of the materials to refer to or use later. If you do not use any of the materials, keep them secure until the 20 May but **please do not return them.**

## Marker recruitment

There are still marker recruitment sessions available in March. If you would like to try being a marker or would just like to develop a deeper insight into the Writing rubric and its application, register your interest at <https://www.qcaa.qld.edu.au/MAO/login.jsp>.

Recruitment sessions will be held at QCAA's head office in South Brisbane. Three daytime sessions and one evening session are available, see below.

Tuesday 15 March	10 am – 2:30 pm
Thursday 17 March	10 am – 2:30 pm
Tuesday 22 March	4:30 pm – 8:30 pm
Wednesday 23 March	10 am – 2:30 pm

Presenters include Ian Garvey, Denise Keane, Kerry Williams and Allan Gardiner.

## Regional recruitment

We are also offering some marker recruitment sessions for regionally based teachers and these will be held in Rockhampton, Bundaberg and Townsville.

Bundaberg ( <i>The Waves</i> )	Thursday 14 April 4.30 pm – 8.30 pm
Townsville ( <i>Mercure</i> )	Tuesday 19 April 4.30 pm – 8.30 pm
Rockhampton ( <i>Rockhampton Leagues Club</i> )	Wednesday 20 April 4.30pm – 8.30 pm

Details for these sessions will be sent to local schools.

## NAPLAN materials

Specified items permitted in the NAPLAN tests are listed on page 20 of the *2016 Handbook for Principals*, Section 8.6.9, and include:

- ✓ pencils or pens (as specified by the TAA)
- ✓ pencil sharpener
- ✓ eraser
- ✓ one blank piece of paper in the Language conventions test, which is to be collected by the test administrator at the end of the test
- ✓ one blank piece of paper for planning in the Writing test, which is to be collected by the test administrator at the end of the test
- ✓ one blank piece of paper for working in the Numeracy tests, which is to be collected by the test administrator at the end of the test
- ✓ calculators for the Years 7 and 9 Numeracy calculator-allowed tests

It is helpful in the scanning and marking of testbooks if students use an **HB** or darker pencil.

The use of **lighter grade pencils** or **pacers** is **not** permitted in the tests and can make the scanning and marking more difficult.

Schools are advised to provide spare pencils as required.

Other items **not** permitted include:

- ⊘ Rulers
- ⊘ Coloured pens/pencils
- ⊘ Felt pens
- ⊘ Highlighters
- ⊘ Correction fluid
- ⊘ Glues/adhesives
- ⊘ Mobile phones, ipads or other devices, including Bluetooth devices
- ⊘ Calculators (other than in the Year 7 and Year 9 **calculator allowed** papers)
- ⊘ Mechanical lead pencils, such as **pacers**, or pencils with a lighter grade than HB

## NAPLAN online

The move towards NAPLAN online is expected to begin in Queensland for a small number of schools in 2017.

Schools can find more information on the ACARA NAP website:

<http://www.nap.edu.au/online-assessment/naplan-online/naplan-online.html>

