

Subject Achievement Indicators (SAIs)

Fact Sheet 4: What to do if QCAA calls about SAIs

What does QCAA call schools about?

QCAA officers may call schools to clarify issues identified with SAI distributions such as those described on Fact Sheet 3. Often schools are contacted because Forms R6 are inaccurate, incomplete or illegible. Checking Forms R6 and SAI distributions carefully BEFORE they are submitted will minimise the possibility of problems being identified.

Who will be called?

Each year in late October, schools are asked to nominate a staff member with responsibility for final decisions about SAIs. (The request is by memo, and nominations are made on the QCAA website.) It is essential that the nominated staff member can convey information to other staff and implement decisions, as QCAA does not have resources to talk to teachers of individual subjects about their SAI distributions. A staff member responsible for data entry only is not a suitable contact person.

What should I do if there are problems with my subject's SAIs?

The QCAA officer should describe the problem when they call. You will probably need to go back and compare students' folios of work again, check your decisions about how you have placed students in the rank order and make changes if required.

What if I don't want to make changes?

If an issue is identified by the QCAA that may potentially disadvantage a student, it may be recommended that the school reconsider the SAI distribution and submit a new one. In such cases, if the school does not wish to make changes, the school may be asked to supply folios of student work to the QCAA. These folios will be examined by independent subject experts to determine amounts of difference between them and their recommendations passed on to the school. The school must then make changes to the distribution. It is far preferable that schools follow initial QCAA advice, which will only ever be made in the best interests of students.

How do I change SAIs?

You can make changes using BonSAI, and export the new SAI distribution to SDACS. These need to be uploaded through SDACS as soon as possible as a new 'data submission 5'. Don't wait until the final submission date — do it straight away to allow for checking.

How long do I have to make changes?

Timelines are very tight. Make changes and upload them AS SOON AS POSSIBLE.