Alternative formats for the 2015 NAPLAN tests for students with disability

Purpose
To explain the procedure for requesting 2015 National Assessment Program — Literacy and Numeracy (NAPLAN) test materials in alternative formats for students with disability.

Background
The 2015 NAPLAN tests will be conducted in all Queensland schools from May 12–14. All students in Years 3, 5, 7 and 9 are expected to participate.

Information
Braille, large-print, and black-and-white testbooks and stimulus materials are available as an adjustment for students who normally access these types of formats for learning and assessment. These formats are provided to maximise student participation.

An electronic version of the tests is available for students who are unable to access the pencil-and-paper tests through any of the other adjustments that are available, including the use of large-print material or assistive technology.

This electronic format enables students to answer questions on screen. It may be appropriate for students with disability who use a computer as part of their usual adjustments and who have at least one of the following:

• severe vision problems but are not Braille proficient
• severe physical disabilities that restrict movement.

All schools are able to order alternative-format materials, as long as they do so by Friday 27 February. Materials in alternative formats are produced by an external contractor, so all states and territories need to place orders for these materials at the end of February each year. Additional copies of alternative-format materials cannot be ordered past this date.

What you need to do

Before applying for the tests in an alternative format
The principal should consult with specialist and support staff responsible for each student’s educational program in order to confirm the correct format to order.
Completing the online form/s

To request test materials in alternative formats — Braille, large print, black and white, electronic — principals must complete the appropriate form for each student requiring these adjustments. These electronic application forms are available on the NAPLAN portal of the QCAA’s website (https://naplan.qcaa.qld.edu.au/naplan):

- From the NAPLAN portal, select Test administration login, and enter the school’s Brief Identification Code (BIC) and password.
- Select Forms from the menu.
- Complete the appropriate form for each student requiring an alternative format. Print a copy for the school records before submitting the completed electronic form.
- Complete the Application for adjustment for disability form (for school use only), which is also available from the Forms menu.

Finding out more

If you require further information about NAPLAN tests in alternative formats for students with disability, please email NAPLAN.tests@qcaa.qld.edu.au, or phone (07) 3864 0442.

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