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Data Management Tips

Contact: Jonathan Moritz, Andrew Oakley

Suspensions Information Management System (SIMS)

Users with the relevant VKey role can access SIMS at: <http://suspensions.warehouse.education.tas.gov.au/>

Schools must continue to record all suspensions in SIMS during 2004. Contact OER if you need to change or delete a suspension that you've already entered into SIMS. Contact BSS if you're having trouble accessing or using the system. Note: if you've been having problems accessing SIMS try logging in by typing **schools** in front of your user name (or **eos** for corporate users), and overtype your password if Internet Explorer has 'remembered' it.

If you want to view a previously entered suspension so that you can print it or create a letter to the parent/guardian, go to

<http://suspensions.warehouse.education.tas.gov.au/viewsuspensiondetails.asp>

Drug Related Incidents (DRI) System

Users with the relevant VKey role can access the DRI system at: <http://dri.warehouse.education.tas.gov.au/>

Schools **must** record all drug related incidents in the DRI System regardless of the action taken in response to the incident (ie not only suspension related incidents). See the *Management of Drug Issues and Drug Education in Tasmanian Government Schools and Colleges Policy* at: <http://connections.education.tas.gov.au>

The data recorded in DRI and SIMS indicate that many schools did not fulfil the requirement to record incidents in DRI in 2003, even when suspension resulted (ie approximately 20% of drug related suspensions in 2003 were recorded in DRI). It is **critical** that all schools implement local procedures to make sure all drug related incidents are recorded in DRI in 2004.

Absentee Data

The *Attendance, Participation and Retention of Students at School (Prep to Year 12) Strategic Policy 2003-2006* (see <http://connections.education.tas.gov.au>) requires that schools ensure all student absences in 2004 are recorded accurately in SACS during the school year, including colleges. Data should be maintained on a **regular and timely** basis.

Also see BSS Service Centre *Student Administration* via: <http://www.education.tas.gov.au/admin/servicecentre/> for information on recording suspensions and absences in SACS.

SARIS

Contact: Nigel Cross

The Student Assessment and Reporting Information System (SARIS) has undergone significant development of the core components. The application will be trialled from the start of Term 2 in five schools around the state. All sectors are represented in the trial which is expected to add to the usability of the tool as well as its technical architecture. OER staff will be available from mid Term 2 to demonstrate the application to senior staff in schools by appointment. SARIS is expected to be ready for implementation in 2005 to support the Essential Learnings while also supporting the Kindergarten Check, Senior Secondary TCE and VET curriculum and assessment frameworks.

Kindergarten Development Check (KDC)

Contact: Suzanne Pennicott-Jones

The first KDC was due to the data warehouse by 28 May. **Thank you** to schools who met the timeline. During Term 2 intervention programs for students not achieving expected outcomes should be developed utilising specific support where necessary. These programs should document the details of intervention strategies, expected outcomes, management details and dates for review.

At the end of Term 2 reassess those students who did not achieve one or more of the critical markers in first term. Transfer data to the data warehouse electronically by the end of September at the very latest.

School Improvement Review (SIR)

Contact: Andrew Mahoney

The results of the mandated surveys will be available to schools on Friday 25th June as directed below:

Organisational Health Survey – School reports will be sent to school on disk.

Parent Opinion Survey/Best Practice Indicators – online access: <http://staff.education.tas.gov.au/index/oer.htm>

Corporate Report

Contact: Suzanne Pennicott-Jones

Thank you for your cooperation in completing the data sets for the 2003 Corporate Report. The final report will be available later in the year.

Data Workshops

Contact: Andrew Mahoney

The calendar for 2004 Data Workshops is contained on the last page of this Update. If you still wish to enrol, please forward the enrolment form available at <http://staff.education.tas.gov.au/pages/oer/workshops/index.htm> to OER, Administrative Officer, Jill Taylor.

National Assessments – Advance Notice

Contact: Jenny Gale

In October this year, a number of schools will be randomly selected to participate in the Year 6 and Year 10 Civics and Citizenship National Assessment. This assessment has been agreed to by the Minister for Education in order to measure performance against the National Goals of Schooling. More details will be provided to all schools later in Term 2.

Performance Indicators in Primary Schools (PIPS)

Contact: Suzanne Pennicott-Jones

Please ensure students new to school before Friday 30 July have been assessed and the disk sent for analysis. Students new to school after 2 August do not need to be assessed but their personal details (and details from PIPS assessment in a previous school) must be included on the program ready for second round assessment.

Monitoring

Contact: Andrew Smith

The 2004 Literacy and Numeracy Monitoring Program testing dates are 26-30 July (Year 9) and 9-13 August (Years 3, 5 and 7). OER staff appreciate schools updating their student information on SACS so that lists of students eligible for testing could be compiled. This year, all relevant student information will be over-printed on test booklets, but it will still be necessary for students to complete the information about a language other than English spoken at home. This save schools considerable time prior to administering the tests.

For new students who won't have over-printed books, it will still be necessary to complete all information (including the students 11-digit ED ID) by hand.

Schools will be asked to update their SACS information during the week of testing to enable OER to track changes and update its databases. This, and other procedures currently being developed, should enable OER to publish results to the intranet earlier than last year.

Thank you to those schools that volunteered to participate in link testing, so that the literacy and numeracy scales for Year 9 can be calibrated onto those for Years 3, 5 and 7, in anticipation of reporting against the ELs next year.

Information brochures for parents and schools explaining the Monitoring Program and National Benchmarks will be distributed to schools soon. This year, student reports will indicate the location of the relevant benchmarks. A letter advising schools of exempt students will also be sent. If schools have students whom they believe would be unable to attempt the tests, they should phone Andrew Smith.

Thank you also to the fifteen schools that volunteered to participate in intact testing in order for the Commonwealth to re-equate the reading benchmarks, nationally, for Years 3 and 5.

Results of the 2003 Monitoring Program were completed in mid-November 2003 and can be found on OER's intranet site at <http://staff.education.tas.gov.au/pages/oer/monitoring/index.htm>.

Results from the 2003 program will be used to calculate National Benchmark and value-added results.

This update is also available online at <http://www.education.tas.gov.au/oer/newsletters>

Data workshops to assist schools use and interpret their results will be held in August and November (see the calendar at <http://staff.education.tas.gov.au/pages/oer/workshops/calendar.htm>).

OER staff are particularly grateful to schools for the professional manner in which principals, teachers and students participate in the monitoring programs and for the high-level co-operation shown.

Calibration

Contact: Heather Jatan

Calibration is a process that seeks to interrogate the sets of standards attached to the Outcomes of *The Essential Learnings*. The calibration of Maintaining Wellbeing and Inquiry occurred in 2003. In Term 2, 2004 a set of tasks, together with annotated examples of student responses related to the standards for Maintaining Wellbeing and Inquiry, will be made available to teachers.

The standards of the Being Literate and Being Numerate Outcomes are being calibrated in 2004. As well, the Inquiry standards are being investigated again in relation to Being Numerate. A team of teachers has written tasks around these standards, and these tasks will be used in the calibration of the standards in Term 3, 2004. The student responses will be rated and the results analysed.

As more of the outcomes are calibrated over future years, there will be a greater range of tasks available for use by teachers to assist them to apply the standards to student work.

Published Reports

Contact: Andrew Oakley

Recently Published Reports:

2003 Monitoring Report
2003 Disciplinary Sanctions Report (Suspensions)
2003 Absence Report
2003 DRI Report
2002 PIPS Report
2003 PIPS Report

Reports can be found on the OER internet site at <http://www.education.tas.gov.au/oer/> via the Reports link in the left border.

Contacting OER Phone 6233 7066

☎ Internet: <http://www.education.tas.gov.au/oer/>

☎ Intranet: <http://staff.education.tas.gov.au/index/oer.htm>

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