|  |
| --- |
| Schedule 1 – Student enrolment and attendance data |
| This schedule specifies the data access for information relating to student enrolment and attendance data. |
| **Data owner** | Government and Independent Schools | Principal – each principal is responsible for their school’s data |
| Catholic Education NT (CENT) and NT Christian Schools (NTCS) | Chief Executive Officer or Responsible officer |
| **Data custodian** | Senior Director Performance |
| **Data source** | **Schools included** | **Years available** |
| Enrolment and attendance data set | Government and non-government schools | 1995 – current |
| Student activity v2 data set | Government schools only – with SAMS | 2005 – 2010 |
| Student activity v3 data set | Government schools only – with SAMS | 2011 – current |
| Age grade student census data set | Government and non-government schools | 2001[[1]](#footnote-1) – current |
| **User** | **Student level data including demographics or individual enrolment and attendance information** | **Group or school enrolment and attendance** | **Summary enrolment and attendance** |
| Student | own data | Tick Clip Art | Tick Clip Art |
| Parent or guardians | own child’s data | Tick Clip Art | Tick Clip Art |
| Teacher | own student’s data | Tick Clip Art | Tick Clip Art |
| School council | http://www.clker.com/cliparts/8/0/1/9/1195445329999867155jean_victor_balin_cross.svg.med.png | Tick Clip Art | Tick Clip Art |
| Principal or Group School Principal | own school’s data | Tick Clip Art | Tick Clip Art |
| Department staff - corporate | Question Mark Clip Artmust be approved by data owner or data custodian | Tick Clip Art | Tick Clip Art |
| Senior Director or Director | http://www.clker.com/cliparts/9/1/4/0/11954322131712176739question_mark_naught101_02.svg.med.pngmust be approved by data owner or data custodian | http://www.clker.com/cliparts/f/0/2/3/12161809281371254023jean_victor_balin_tick.svg.med.png | http://www.clker.com/cliparts/f/0/2/3/12161809281371254023jean_victor_balin_tick.svg.med.png |
| Executive Director | http://www.clker.com/cliparts/f/0/2/3/12161809281371254023jean_victor_balin_tick.svg.med.png | http://www.clker.com/cliparts/f/0/2/3/12161809281371254023jean_victor_balin_tick.svg.med.png | http://www.clker.com/cliparts/f/0/2/3/12161809281371254023jean_victor_balin_tick.svg.med.png |
| Chief Executive | http://www.clker.com/cliparts/f/0/2/3/12161809281371254023jean_victor_balin_tick.svg.med.png | http://www.clker.com/cliparts/f/0/2/3/12161809281371254023jean_victor_balin_tick.svg.med.png | http://www.clker.com/cliparts/f/0/2/3/12161809281371254023jean_victor_balin_tick.svg.med.png |
| Non-government CEO or Responsible officer – CENT and NTCS | own sector’s data | own sector’s data | Tick Clip Art |
| Association of Independent Schools NT (AISNT) | Question Mark Clip Artmust be approved by data owner or data custodian | Question Mark Clip Artmust be approved by data owner or data custodian | Tick Clip Art |
| External organisations, including other departments | Question Mark Clip Artmust be approved by data owner or data custodian | non-government schoolsQuestion Mark Clip Artmust be approved by data owner or data custodian | government schoolsTick Clip Art | Tick Clip Art |
| General public | Cross Clip Art | non-government schoolsQuestion Mark Clip Artmust be approved by data owner or data custodian | government schoolsTick Clip Art | Tick Clip Art |
| These rules are subject to the data owner or custodian being satisfied that the requesting person or organisation has a valid need to the level of data requested.**Student level data** – this includes demographic details about an individual student, for example age, gender, Indigenous status, language background, parent background as well as the enrolment and attendance history of an individual student or the enrolment and attendance history of a group of students or school where students may be identifiable.**Group or school enrolment and attendance** – this includes the enrolment and attendance history of a school or group of students where individuals cannot be reasonably identified, such as a year level in a large school.**Summary enrolment and attendance** – this includes the enrolment and attendance history at an aggregated level, such as by geolocation or sector where individuals cannot be reasonably identified. |
| Tick Clip Art | Yes, allowed |
| Question Mark Clip Art | May be allowed, provided correct approvals are obtained – see additional notes in table |
| Cross Clip Art | No, not allowed |

|  |
| --- |
| Schedule 2 – Student assessment and attainment data |
| This schedule specifies the data access for information relating to student assessment or attainment data. |
| **Data owner** | All data sets excluding NT Certificate of Education and Training (NTCET) and Vocational Education and Training (VET) | Government and Independent Schools | Principal – each principal is responsible for their school’s data |
| CENT and NTCS  | Chief Executive Officer or Responsible officer |
| NTCET | Government and Independent Schools | Senior Program Manager,10-12 Curriculum and Assessment |
| CENT and NTCS | Chief Executive Officer or Responsible officer |
| VETiS | Government and Independent Schools | Director VETiS |
| CENT and NTCS | Chief Executive Officer or Responsible officer |
| **Data custodian** | All data sets | Senior Director Performance |
| **Data source** | **Schools included** | **Years available** |
| National Assessment Program – Literacy and Numeracy (NAPLAN) data set | Government and non-government schools | 2008 – current |
| Various centrally held assessment data | Government | Various |
| NTCET | Government and non-government schools | 2004 – current |
| VET in Schools | Government and non-government schools | 2005 – current |
| **User** | **Student level dataincluding demographics or individual assessment responses and results** | **Group or school assessment responses and results** | **Summary assessment responses and results** |
| Student | own data | Tick Clip Art | Tick Clip Art |
| Parent or guardians | own child’s data | Tick Clip Art | Tick Clip Art |
| Teacher | own student’s data | Tick Clip Art | Tick Clip Art |
| School council | Cross Clip Art | Tick Clip Art | Tick Clip Art |
| Principal or Group School Principal | own school’s data | Tick Clip Art | Tick Clip Art |
| Departmental corporate staff | Question Mark Clip Artmust be approved by data owner or data custodian | Tick Clip Art | Tick Clip Art |
| Senior Director or Director | Question Mark Clip Artmust be approved by data owner or data custodian | Tick Clip Art | Tick Clip Art |
| Executive Director | Tick Clip Art | Tick Clip Art | Tick Clip Art |
| Chief Executive | Tick Clip Art | Tick Clip Art | Tick Clip Art |
| Non-government CEO or Responsible officer- NTCS and CENT | Question Mark Clip Artown sector’s data | Question Mark Clip Artown sector’s data | Tick Clip Art |
| AISNT | Question Mark Clip Artmust be approved by data owner or data custodian | Question Mark Clip Artmust be approved by data owner or data custodian | Tick Clip Art |
| External organisations including other departments | Question Mark Clip Artmust be approved by data owner or data custodian | non-government schoolsQuestion Mark Clip Artmust be approved by data owner or data custodian | government schoolsTick Clip Art | Tick Clip Art |
| General public | Cross Clip Art | non-government schoolsQuestion Mark Clip Artmust be approved by data owner or data custodian | government schoolsTick Clip Art | Tick Clip Art |
| These rules are subject to the data owner or custodian being satisfied that the requesting person or organisation has a valid need to the level of data requested.**Student level data** – this includes details about a student, for example age, gender, Indigenous status, language background, parent background as well as the test responses and results of an individual student or the test responses and results of a group of students or school where students may be identifiable.**Group or school assessment responses and results** – this includes the test responses and results of a school or group of students where individuals cannot be reasonably identified, such as a year level in a large school.**Summary assessment responses and results** – this includes the test responses and results at an aggregated level, such as by geolocation or sector where individuals cannot be reasonably identified. |
| Tick Clip Art | Yes, allowed |
| Question Mark Clip Art | May be allowed, provided correct approvals are obtained – see additional notes in table |
| Cross Clip Art | No, not allowed |
| Schedule 3 – Staff data |
| This schedule specifies the data access for information relating to staff data. |
| **Data owner** | Staff activity data set | Executive Director Educational Leadership Culture and Care |
| Age grade census data set | Government and Independent Schools | Principal - each principal is responsible for their school’s data |
| CENT and NTCS | Chief Executive Officer or Responsible officer |
| **Data custodian** | Senior Director Performance |
| **Data source** | **Schools included** | **Years available** |
| Staff activity data set | Government schools only | 2004 to current |
| Age grade staff census data set | Government and non-government schools | 2003 to current |
| **User** | **Staff level information including demographics, personnel and payroll information** | **Group or school staff information** | **Summary staff information** |
| Staff member | own data | Tick Clip Art | Tick Clip Art |
| School council | http://www.clker.com/cliparts/8/0/1/9/1195445329999867155jean_victor_balin_cross.svg.med.png | Tick Clip Art | Tick Clip Art |
| Principal or Group School Principal | own school’s data | Tick Clip Art | Tick Clip Art |
| Department corporate staff | Question Mark Clip Artmust be approved by data owner | Tick Clip Art | Tick Clip Art |
| Senior Director or Director | own business areas data | Tick Clip Art | Tick Clip Art |
| Executive Director | Tick Clip Art | Tick Clip Art | Tick Clip Art |
| Chief Executive | Tick Clip Art | Tick Clip Art | Tick Clip Art |
| Non-government CEO or Responsible officer- NTCS and CENT | own sector’s data | own sector’s data | Tick Clip Art |
| AISNT | Question Mark Clip Artmust be approved by data owner or data custodian | Question Mark Clip Artmust be approved by data owner or data custodian | Tick Clip Art |
| External organisations including other departments | Cross Clip Art | Question Mark Clip Artmust be approved by data owner or data custodian | Question Mark Clip Artmust be approved by data owner or data custodian |
| General public | Cross Clip Art | Question Mark Clip Artmust be approved by data owner or data custodian | Question Mark Clip Artmust be approved by data owner or data custodian |
| These rules are subject to the data owner or custodian being satisfied that the requesting person or organisation has a valid need to the level of data requested.**Staff level information** – this includes all demographic details about a staff member, for example age, gender, Indigenous status as well as occupancy and establishment data, classification, activity and attendance data and payroll data including salary, allowances and other payments processed through PIPS where an individual staff member is identifiable.**Group or school staff information** – this includes details about a group of staff members, for example age, gender, Indigenous status as well as occupancy and establishment data, classification, activity and attendance data and payroll data including salary, allowances and other payments processed through PIPS where individuals cannot be reasonably identified.**Summary staff information** – this includes details about staff at an aggregated level, such as by geolocation or sector where individuals cannot be reasonably identified. |
| Tick Clip Art | Yes, allowed |
| Question Mark Clip Art | May be allowed, provided correct approvals are obtained – see additional notes in table |
| Cross Clip Art | No, not allowed |

|  |
| --- |
| Schedule 4 – Australian Early Development Census data |
| This schedule specifies the data access for the NT’s AEDC data. |
| **Data owner** | Commonwealth Department of Education (DE Cth) |
| **Data custodian** | Social Research Centre |
| **Responsible officer** | Assistant Director, Australian Early Development Census (AEDC) |
| **Data manager** | Senior Director Early Years and Primary |
| **Data source** | **Schools included** | **Years available** |
| AEDC data set | Government and non-government schools | 2009 to current |
| **User** | **Student level data including demographics or individual AEDI results** | **Group or school AEDI results** | **Summary AEDI community results** |
| Teacher | http://www.clker.com/cliparts/8/0/1/9/1195445329999867155jean_victor_balin_cross.svg.med.png | Cross Clip Art | Tick Clip Art |
| School council | http://www.clker.com/cliparts/8/0/1/9/1195445329999867155jean_victor_balin_cross.svg.med.png | http://www.clker.com/cliparts/8/0/1/9/1195445329999867155jean_victor_balin_cross.svg.med.png | Tick Clip Art |
| Principal or Group School Principal | http://www.clker.com/cliparts/8/0/1/9/1195445329999867155jean_victor_balin_cross.svg.med.png | http://www.clker.com/cliparts/8/0/1/9/1195445329999867155jean_victor_balin_cross.svg.med.pngschool profiles are made available to principals for individual schools online | Tick Clip Art |
| Departmental corporate staff | http://www.clker.com/cliparts/8/0/1/9/1195445329999867155jean_victor_balin_cross.svg.med.png | http://www.clker.com/cliparts/8/0/1/9/1195445329999867155jean_victor_balin_cross.svg.med.png | Tick Clip Art |
| Senior Director or Director | http://www.clker.com/cliparts/8/0/1/9/1195445329999867155jean_victor_balin_cross.svg.med.png | http://www.clker.com/cliparts/8/0/1/9/1195445329999867155jean_victor_balin_cross.svg.med.png | http://www.clker.com/cliparts/f/0/2/3/12161809281371254023jean_victor_balin_tick.svg.med.png |
| Executive Director | http://www.clker.com/cliparts/8/0/1/9/1195445329999867155jean_victor_balin_cross.svg.med.png | http://www.clker.com/cliparts/8/0/1/9/1195445329999867155jean_victor_balin_cross.svg.med.png | http://www.clker.com/cliparts/f/0/2/3/12161809281371254023jean_victor_balin_tick.svg.med.png |
| Chief Executive | http://www.clker.com/cliparts/8/0/1/9/1195445329999867155jean_victor_balin_cross.svg.med.png | http://www.clker.com/cliparts/8/0/1/9/1195445329999867155jean_victor_balin_cross.svg.med.png | http://www.clker.com/cliparts/f/0/2/3/12161809281371254023jean_victor_balin_tick.svg.med.png |
| Non-government CEO or Responsible officer- NTCS and CENT | http://www.clker.com/cliparts/8/0/1/9/1195445329999867155jean_victor_balin_cross.svg.med.pngapplications may be made to DE Cth for access to unit record files | http://www.clker.com/cliparts/8/0/1/9/1195445329999867155jean_victor_balin_cross.svg.med.png | Tick Clip Art |
| External organisations including other departments | http://www.clker.com/cliparts/8/0/1/9/1195445329999867155jean_victor_balin_cross.svg.med.pngapplications may be made to DE Cth for access to unit record files | http://www.clker.com/cliparts/8/0/1/9/1195445329999867155jean_victor_balin_cross.svg.med.png | http://www.clker.com/cliparts/f/0/2/3/12161809281371254023jean_victor_balin_tick.svg.med.png |
| General public | Cross Clip Art | http://www.clker.com/cliparts/8/0/1/9/1195445329999867155jean_victor_balin_cross.svg.med.png | Tick Clip Art |

|  |
| --- |
| The AEDC is a national program funded by the Australian Government and as such, national data protocols govern access to, and use of, AEDC datasets. AEDC data is publicly available through a number of mediums online at [www.aedc.gov.au](http://www.aedc.gov.au). The department maintains AEDC unit record files and can provide further analysis of the data by request. Customised requests will be considered on a case by case basis and assessed against the national data protocols.**Student level data** – this includes demographic details about an individual student, for example age, gender, Indigenous status, language background, residential address, diagnosed medical conditions, disabilities and details of preschool and non-parental care received before entering school.**Group or school AEDC results** – most schools who participated in the AEDC have access to their own AEDC school profile. AEDC school profiles provide schools with AEDC results for children attending their school. School profiles can only be accessed by principals via an online portal. Individual schools can decide to share their school results with key stakeholders, however, the profile belongs to the school and cannot be publicly released. Schools should review the results of their profiles in conjunction with the AEDC community results.**Summary AEDC community results** – summary AEDC community results are publicly available via [www.aedc.gov.au](http://www.aedc.gov.au). Analysing community level results using geographic boundaries and aggregations different to those publicly available will be considered in a case by case basis to ensure national data protocols and data publication rules are adhered too. |
| Tick Clip Art | Yes, allowed |
| Question Mark Clip Art | May be allowed, provided correct approvals are obtained |
| Cross Clip Art | No, not allowed |

|  |
| --- |
| Schedule 5 – Behaviour data |
| This schedule specifies the data access for information relating to student enrolment and attendance data. |
| **Data owner** | Principal - each principal is responsible for their school’s data |
| **Data custodian** | Senior Director Performance |
| **Data source** | **Schools included** | **Years available** |
| Behaviour data set | Government schools only | 2012 to current |
| **User** | **Student level data** | **Group or school level data** | **Summary data** |
| Student | Tick Clip Artown data | Tick Clip Art | Tick Clip Art |
| Parent or guardians | Tick Clip Artown child’s data | Tick Clip Art | Tick Clip Art |
| Teacher | Tick Clip Artown student’s data | Tick Clip Art | Tick Clip Art |
| School council | http://www.clker.com/cliparts/8/0/1/9/1195445329999867155jean_victor_balin_cross.svg.med.png | Tick Clip Art | Tick Clip Art |
| Principal or Group School Principal | Tick Clip Artown school’s data | Tick Clip Art | Tick Clip Art |
| Department corporate staff | Question Mark Clip Artmust be approved by data owner or data custodian | Tick Clip Art | Tick Clip Art |
| Senior Director or Director | http://www.clker.com/cliparts/9/1/4/0/11954322131712176739question_mark_naught101_02.svg.med.pngmust be approved by data owner or data custodian | http://www.clker.com/cliparts/f/0/2/3/12161809281371254023jean_victor_balin_tick.svg.med.png | http://www.clker.com/cliparts/f/0/2/3/12161809281371254023jean_victor_balin_tick.svg.med.png |
| Executive Director | http://www.clker.com/cliparts/f/0/2/3/12161809281371254023jean_victor_balin_tick.svg.med.png | http://www.clker.com/cliparts/f/0/2/3/12161809281371254023jean_victor_balin_tick.svg.med.png | http://www.clker.com/cliparts/f/0/2/3/12161809281371254023jean_victor_balin_tick.svg.med.png |
| Chief Executive | http://www.clker.com/cliparts/f/0/2/3/12161809281371254023jean_victor_balin_tick.svg.med.png | http://www.clker.com/cliparts/f/0/2/3/12161809281371254023jean_victor_balin_tick.svg.med.png | http://www.clker.com/cliparts/f/0/2/3/12161809281371254023jean_victor_balin_tick.svg.med.png |
| Non-government CEO or Responsible officer- NTCS and CENT | Question Mark Clip Artmust be approved by data owner or data custodian | Tick Clip Art | Tick Clip Art |
| AISNT | Question Mark Clip Artmust be approved by data owner or data custodian | Tick Clip Art | Tick Clip Art |

|  |  |  |  |
| --- | --- | --- | --- |
| External organisations including other departments | Question Mark Clip Artmust be approved by data owner or data custodian | Tick Clip Art | Tick Clip Art |
| General public | Cross Clip Art | Tick Clip Art | Tick Clip Art |
| These rules are subject to the data owner or custodian being satisfied that the requesting person or organisation has a valid need to the level of data requested.**Student level data** – this includes demographic details about an individual student, for example age, gender, Indigenous status, language background, parent background as well as the enrolment and attendance history of an individual student or the enrolment and attendance history of a group of students or school where students may be identifiable.**Group or school enrolment and attendance** – this includes the enrolment and attendance history of a school or group of students where individuals cannot be reasonably identified, such as a year level in a large school.**Summary enrolment and attendance** – this includes the enrolment and attendance history at an aggregated level, such as by geolocation or sector where individuals cannot be reasonably identified. |
| Tick Clip Art | Yes, allowed |
| Question Mark Clip Art | May be allowed, provided correct approvals are obtained – see additional notes in table |
| Cross Clip Art | No, not allowed |

|  |
| --- |
| Schedule 6 – Finance data |
| This schedule specifies the data access for information relating to student enrolment and attendance data. |
| **Data owner** | Chief Financial Office |
| **Data custodian** | Chief Financial Officer |
| **Data source** | **Schools included** | **Years available** |
| Finance data set | Government and non-government schools | Actual data: 2008–09 to currentBudget data: 2010–11 to current |
| **User** | **Unit record level data** | **Group, school or division level data** | **Summary data** |
| School council | http://www.clker.com/cliparts/8/0/1/9/1195445329999867155jean_victor_balin_cross.svg.med.png | Tick Clip Art | Tick Clip Art |
| Principal or Group School Principal | Tick Clip Artown school’s data | Tick Clip Art | Tick Clip Art |
| Department corporate staff | Question Mark Clip Artmust be approved by data owner or data custodian | Tick Clip Art | Tick Clip Art |
| Cost Centre Manager | Tick Clip Artown cost centre data | Tick Clip Art | Tick Clip Art |
| Senior Director or Director | Tick Clip Artown business area data | http://www.clker.com/cliparts/f/0/2/3/12161809281371254023jean_victor_balin_tick.svg.med.png | http://www.clker.com/cliparts/f/0/2/3/12161809281371254023jean_victor_balin_tick.svg.med.png |
| Budget Committee | http://www.clker.com/cliparts/f/0/2/3/12161809281371254023jean_victor_balin_tick.svg.med.png | http://www.clker.com/cliparts/f/0/2/3/12161809281371254023jean_victor_balin_tick.svg.med.png | http://www.clker.com/cliparts/f/0/2/3/12161809281371254023jean_victor_balin_tick.svg.med.png |
| Executive Director | http://www.clker.com/cliparts/f/0/2/3/12161809281371254023jean_victor_balin_tick.svg.med.png | http://www.clker.com/cliparts/f/0/2/3/12161809281371254023jean_victor_balin_tick.svg.med.png | http://www.clker.com/cliparts/f/0/2/3/12161809281371254023jean_victor_balin_tick.svg.med.png |
| Chief Executive | http://www.clker.com/cliparts/f/0/2/3/12161809281371254023jean_victor_balin_tick.svg.med.png | http://www.clker.com/cliparts/f/0/2/3/12161809281371254023jean_victor_balin_tick.svg.med.png | http://www.clker.com/cliparts/f/0/2/3/12161809281371254023jean_victor_balin_tick.svg.med.png |
| Non-government CEO or Responsible officer - NTCS and CENT | Cross Clip Art | Tick Clip Art | Tick Clip Art |
| External organisations including other departments | Cross Clip Art | Tick Clip Art | Tick Clip Art |
| General public | Cross Clip Art | Tick Clip Art | Tick Clip Art |
| These rules are subject to the data owner or custodian being satisfied that the requesting person or organisation has a valid need to the level of data requested.**Unit record level data** – this includes demographic details about an individual, for example age, gender, Indigenous status, language background as well as the financial information of an individual or the financial information of a group where individuals may be identifiable.**Group, school or division level data** – this includes financial information about a group of individuals, a school or division where individuals are not identifiable.**Summary level data** – this includes financial information at an aggregated level, such as by geolocation or sector where individuals cannot be reasonably identified. |
| Tick Clip Art | Yes, allowed |
| Question Mark Clip Art | May be allowed, provided correct approvals are obtained – see additional notes in table |
| Cross Clip Art | No, not allowed |

|  |  |
| --- | --- |
| Acronyms | Full form |
| AEDC | Australian Early Development Census |
| AEDI | Australian Early Development Index |
| CENT | Catholic Education Northern Territory |
| CEO | Chief Executive Officer |
| DE Cth | Commonwealth Department of Education |
| NAPLAN | National Assessment Program - Literacy and Numeracy |
| NTCS | Northern Territory Christian Schools |
| PIPS | Personnel Information and Payroll System |
| SAMS | Student Administration and Management System |
| NT | Northern Territory |
| NTCET | The Northern Territory Certificate of Education and Training |
| VET | Vocational Educational Training |

|  |  |
| --- | --- |
| **Document title** | Data access - schedules |
| **Contact details** | Strategic Policy, Projects and Performance, Strategic Reporting and Performance analysis.doe@education.nt.gov.au |
| **Approved by** | Executive Director Strategic Policy, Projects and Performance |
| **Date approved** | 9 October 2023 |
| **TRM number** | 50:D22:112071 |

|  |  |  |  |
| --- | --- | --- | --- |
| Version | Date | Author | Changes made |
| 1 | January 2013 | Performance and Data Management | First version |
| 2 | July 2023 | Strategic Reporting and Performance | Review and administrative amendments to align roles and responsibilities to the structural alignment in effect from 1 July 2022, including NTG template and minor formatting, use of correct terminology, and refined to reflect practice. |

1. Data collected prior to 2001 has been archived. Requests for data prior to 2001 must have approval from the data owner or data custodian. [↑](#footnote-ref-1)