Data access - schedules

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] – 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	✅	✅
Parent or guardians	✅ own child's data	✅	✅
Teacher	✅ own student's data	✅	✅
School council	❌	✅	✅
Principal or Group School Principal	✅ own school's data	✅	✅
Department staff - corporate	❓ must be approved by data owner or data custodian	✅	✅
Senior Director or Director	❓ must be approved by data owner or data custodian	✅	✅

[1] Data collected prior to 2001 has been archived.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.

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	Student level data	Group or school enrolment and attendance		Summary enrolment and attendance
Executive Director	✔️	✔️		✔️
Chief Executive	✔️	✔️		✔️
Non-government CEO or Responsible officer – CENT and NTCS	❓ own sector's data	❓ own sector's data		✔️
Association of Independent Schools NT (AISNT)	❓ must be approved by data owner or data custodian	❓ must be approved by data owner or data custodian		✔️
External organisations, including other departments	❓ must be approved by data owner or data custodian	non-government schools ❓ must be approved by data owner or data custodian	government schools ✔️	✔️
General public	❌	non-government schools ❓ must be approved by data owner or data custodian	government schools ✔️	✔️

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.

✔️	Yes, allowed
❓	May be allowed, provided correct approvals are obtained – see additional notes in table
❌	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 data including demographics or individual assessment responses and results	Group or school assessment responses and results	Summary assessment responses and results
Student	✔️ own data	✔️	✔️
Parent or guardians	✔️ own child's data	✔️	✔️
Teacher	✔️ own student's data	✔️	✔️
School council	❌	✔️	✔️
Principal or Group School Principal	✔️ own school's data	✔️	✔️

	Student level data	Group or school assessment responses and results		Summary assessment responses and results
Departmental corporate staff	❓ must be approved by data owner or data custodian	✔️		✔️
Senior Director or Director	❓ must be approved by data owner or data custodian	✔️		✔️
Executive Director	✔️	✔️		✔️
Chief Executive	✔️	✔️		✔️
Non-government CEO or Responsible officer - NTCS and CENT	❓ own sector's data	❓ own sector's data		✔️
AISNT	❓ must be approved by data owner or data custodian	❓ must be approved by data owner or data custodian		✔️
External organisations including other departments	❓ must be approved by data owner or data custodian	non-government schools ❓ must be approved by data owner or data custodian	government schools ✔️	✔️
General public	❌	non-government schools ❓ must be approved by data owner or data custodian	government schools ✔️	✔️

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.

✔️	Yes, allowed
❓	May be allowed, provided correct approvals are obtained – see additional notes in table
❌	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	✅	✅
School council	❌	✅	✅
Principal or Group School Principal	✅ own school's data	✅	✅
Department corporate staff	❓ must be approved by data owner	✅	✅
Senior Director or Director	✅ own business areas data	✅	✅
Executive Director	✅	✅	✅
Chief Executive	✅	✅	✅
Non-government CEO or Responsible officer - NTCS and CENT	❓ own sector's data	❓ own sector's data	✅
AISNT	❓ must be approved by data owner or data custodian	❓ must be approved by data owner or data custodian	✅

External organisations including other departments	✖	❓ must be approved by data owner or data custodian	❓ must be approved by data owner or data custodian
General public	✖	❓ must be approved by data owner or data custodian	❓ must 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.

✔	Yes, allowed
❓	May be allowed, provided correct approvals are obtained – see additional notes in table
✖	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	✖	✖	✔
School council	✖	✖	✔
Principal or Group School Principal	✖	✖ school profiles are made available to principals for individual schools online	✔
Departmental corporate staff	✖	✖	✔
Senior Director or Director	✖	✖	✔
Executive Director	✖	✖	✔
Chief Executive	✖	✖	✔
Non-government CEO or Responsible officer - NTCS and CENT	✖ applications may be made to DE Cth for access to unit record files	✖	✔
External organisations including other departments	✖ applications may be made to DE Cth for access to unit record files	✖	✔
General public	✖	✖	✔

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. 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. 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.

✔	Yes, allowed
❓	May be allowed, provided correct approvals are obtained
✖	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	✅ own data	✅	✅
Parent or guardians	✅ own child's data	✅	✅
Teacher	✅ own student's data	✅	✅
School council	❌	✅	✅
Principal or Group School Principal	✅ own school's data	✅	✅
Department corporate staff	❓ must be approved by data owner or data custodian	✅	✅
Senior Director or Director	❓ must be approved by data owner or data custodian	✅	✅
Executive Director	✅	✅	✅
Chief Executive	✅	✅	✅
Non-government CEO or Responsible officer - NTCS and CENT	❓ must be approved by data owner or data custodian	✅	✅
AISNT	❓ must be approved by data owner or data custodian	✅	✅

External organisations including other departments	⚠️ must be approved by data owner or data custodian	✔️	✔️
General public	❌	✔️	✔️

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.

✔️	Yes, allowed
⚠️	May be allowed, provided correct approvals are obtained – see additional notes in table
❌	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 current Budget data: 2010–11 to current

User	Unit record level data	Group, school or division level data	Summary data
School council	✖	✔	✔
Principal or Group School Principal	✔ own school's data	✔	✔
Department corporate staff	❓ must be approved by data owner or data custodian	✔	✔
Cost Centre Manager	✔ own cost centre data	✔	✔
Senior Director or Director	✔ own business area data	✔	✔
Budget Committee	✔	✔	✔
Executive Director	✔	✔	✔
Chief Executive	✔	✔	✔
Non-government CEO or Responsible officer - NTCS and CENT	✖	✔	✔
External organisations including other departments	✖	✔	✔
General public	✖	✔	✔

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.

✔️	Yes, allowed
❓	May be allowed, provided correct approvals are obtained – see additional notes in table
❌	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.