

Privacy Information Statement – Year 1 Phonics Check

What is a Privacy Information Statement?

When a digital service or application is utilised as part of the teaching and learning curriculum, the school requires your consent to allow collection, use and disclosure of your child's personal information including when data is transferred and held in cloud-based storage offshore, outside Australia. The following Privacy Information Statement provides information about the application to allow informed consent to be provided.

What is Year 1 Phonics Check?

The Year 1 Phonics Check is a service provided by Education Services Australia, ESA Literacy Hub. The Literacy Hub Website is funded by the Australian Government Department of Education and is managed by ESA. The Year 1 Phonics assesses students' decoding skills across words of increasing complexity. The recommended assessment is a free resource provided by ESA for schools. The NT Assessment, Reporting and Data Schedule recommends NT Schools undertake the assessment for Year 1 students in Term 3, Week 6-10. The assessment can be accessed via the ESA website through the portal or can be undertaken in paper-based format. The Year 1 Phonics Check allows for identifying student candidates for phonic based intervention and tracks effectiveness of phonic instructions.

What data is collected?

Teachers will log into the Phonics Check portal via the Literacy Hub Website. The school's details will be registered, including each teacher's full name and NT Schools email address. Each student undertaking the Phonics Check will be registered into the portal with their full name and Unique Pupil Number, UPN.

How is the data used?

ESA uses assessment results to improve targeted phonics teaching practices as part of the Australian Curriculum. The NT Department of Education and Training will be provided student data results from ESA, to also use the information to improve literacy programs across NT Government schools.

Is the data secure?

All student personal information will be held in secure systems in Australia and is not disclosed, accessed, or transferred overseas. School staff information collected to obtain newsletters and resources is stored in Australia by a third-party service provider Swift Digital based in Australia.

ESA state they will retain control and will be fully responsible for personal information held in their custody and use appropriate safeguards as required by law.

Who has access to the data?

School administrators and classroom teachers working with students to conduct the Phonics Check assessment as well as NT Department of Education and Training staff who will be extracting data from ESA and uploading to the department's systems. ESA employees and third-party service providers will have access to information as part of maintaining services and systems.

When is the data deleted?

ESA state they will delete personal information when it is no longer reasonably required for the permitted purposes it was collected or if consent has been withdrawn.

Where is the data?

Data is held in secure ESA's GovZone hosting environment in Victoria, Australia.

Further Information

[Year 1 Phonics Check website](https://www.literacyhub.edu.au/plan-teach-and-assess/year-1-phonics-check/)¹

[Literacy Hub Privacy Policy](https://www.literacyhub.edu.au/privacy-policy/)²

[Department of Education and Training privacy information and management](https://www.education.nt.gov.au/policies/conduct)³

[Northern Territory Information Act and Information Privacy Principles](https://infocomm.nt.gov.au/)⁴

Feedback regarding the Department of Education and Training's management of this service can be made through your school or the [Education and learning complaints website](https://nt.gov.au/learning/complaints).⁵

¹ <https://www.literacyhub.edu.au/plan-teach-and-assess/year-1-phonics-check/>

² <https://www.literacyhub.edu.au/privacy-policy/>

³ <https://education.nt.gov.au/policies/conduct>

⁴ <https://infocomm.nt.gov.au/>

⁵ <https://nt.gov.au/learning/complaints>