

Alternative formats for students with disability for the 2014 NAPLAN tests

Purpose

To explain the procedure for requesting 2014 National Assessment Program — Literacy and Numeracy (NAPLAN) test materials in alternative formats for students with disabilities.

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 maximise student participation, as all students in Years 3, 5, 7 and 9 are expected to participate in the NAPLAN tests.

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 and 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.

Access to the electronic format will be granted on the basis that the student is not otherwise able to access the tests in the standard pencil-and-paper format.

All schools now have the opportunity to order alternative-format materials, as long as they do so by Friday 21 February. Because materials in alternative formats are produced by an external contractor, all states and territories need to place orders for these materials at the end of February each year.

What you need to do

Before applying for the tests in an alternative format

The principal should consult with specialist and support staff who have responsibility for each student's educational program 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 QSA's website at <https://naplan.qsa.qld.edu.au/naplan> , or under Services online on the QSA home page www.qsa.qld.edu.au.

From the 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. The forms are best filled in on screen.
- 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@qsa.qld.edu.au, or phone (07) 3864 0475.

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