



**NATIONAL ASSESSMENT PROGRAM LITERACY AND NUMERACY (NAPLAN)
 Request to Withhold Results
 NAPLAN TESTS 2009**

VCAA Privacy Statement

The Victorian Curriculum and Assessment Authority (VCAA) is a statutory authority established under the *Education and Training Reform Act 2006*. The VCAA is committed to protecting all personal information collected and handling this data in accordance with the *Information Privacy Act 2000*. All information collected will be kept secure and confidential.

Form also available online: www.vcaa.vic.edu.au/prep10/

In exceptional cases, a school may request that an individual student's test result be withheld. This applies only on occasions where a student has unavoidably left a test session early, and has not completed the test.

A request to withhold a student's results can only be made for one of the following reasons:

- The student was unable to complete the test due to illness during the test session OR
- The student was unable to complete the test due to parental withdrawal during the test session.

BLOCK LETTERS (PRINT)

Student name _____

Date of birth _____ / _____ / _____
 DD MM YYYY

Year Level _____

School name _____

VCAA School Code _____

I request that the following NAPLAN Test result be withheld (tick one):

- Language Conventions Writing Reading
- Numeracy – non-calculator (Years 3, 5, 7 and 9)
- Numeracy – calculator (Years 7 and 9 only)

for the following reason:

- The student did not complete the test due to illness during the test session.
- The student did not complete the test due to parental withdrawal during the test session.

If approved by the VCAA, the result from the indicated test will be shown as "Absent" on the parent report and data service.

 Signature of Parent / Guardian

 Date

 Signature of Principal / Head teacher (or delegate)

 Date

**RECORD REQUEST TO WITHHOLD RESULTS ON THE PARTICIPATION RETURN FORM.
 RETURN THIS FORM TO VCAA WITH NAPLAN TEST BOOKLETS
 RETAIN A COPY AT THE SCHOOL.**