

TASC

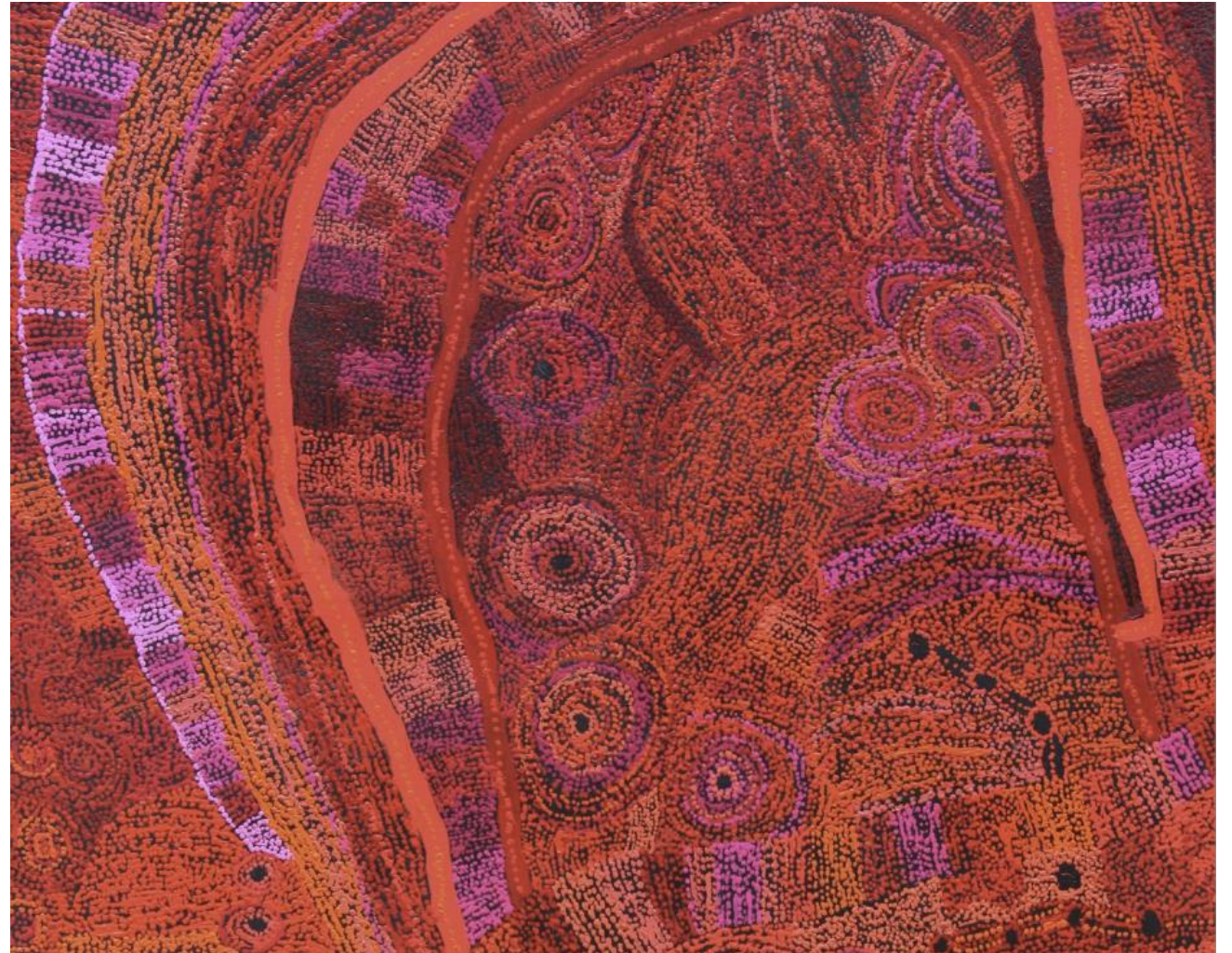
TASC Principal and TLO Forum

25 October

Term 4 2023

Acknowledgment of Country

Vicky Yatjiki Cullinan, 'Ngayuku Ngura (My Country)
- Winner 2023 Hadley's Art Prize



Agenda



External Assessment
& Student Supports

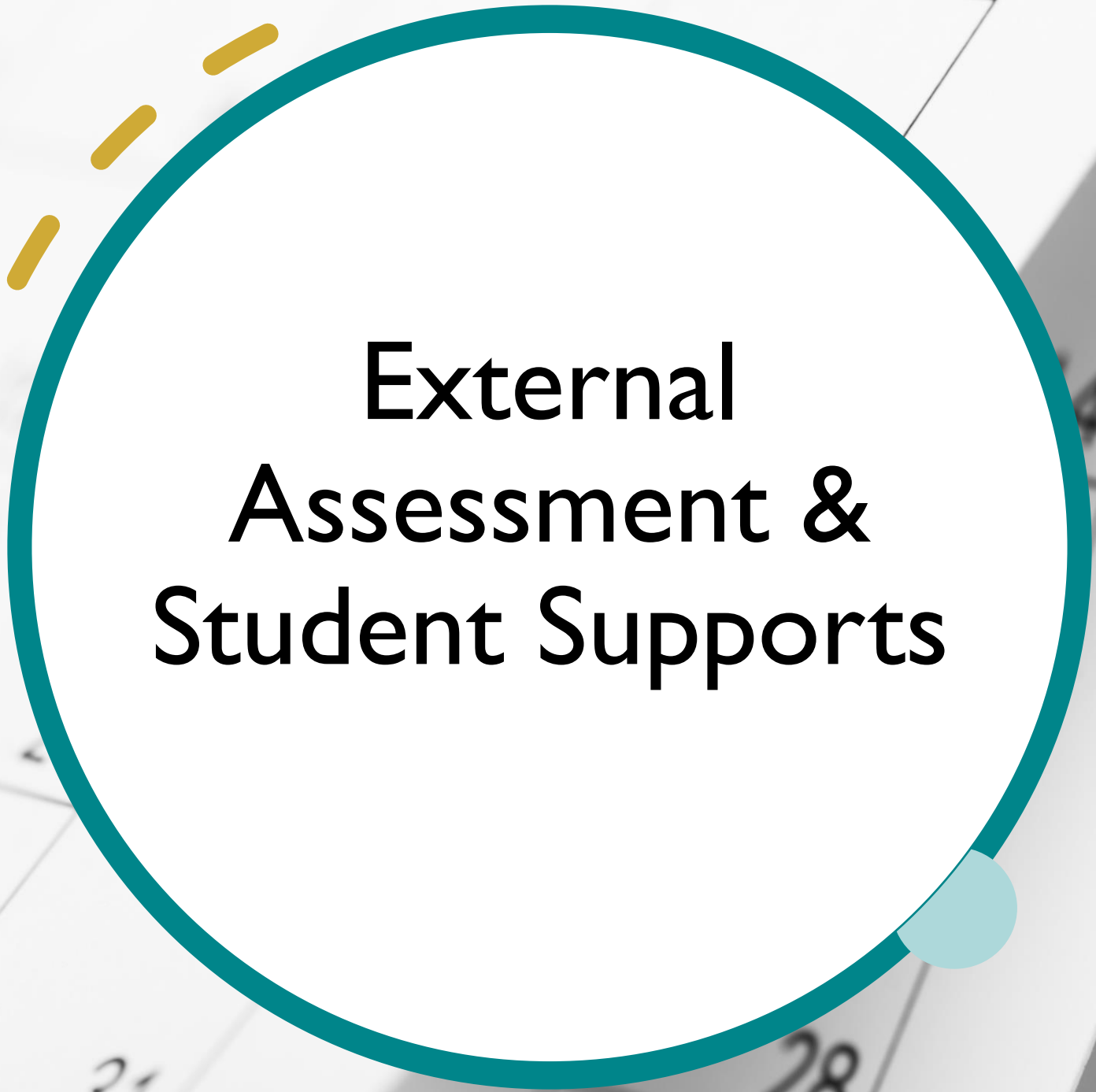
QA Meetings

Pre-Year 11
Enrolments

Final Internal Ratings
Submission

TASC Outstanding
Achievement Awards

Results Day



**External
Assessment &
Student Supports**

External Assessment & Student Supports

Student-Centred Supports and Resources for External Assessment

- Student Exam Guide - [Link](#)
- Preparing for exams - [Link](#)
- Managing exam stress - [Link](#)
- Tips for staying CALM in an exam - [Link](#)
- ReachOut.com – *Exam Stress Action Plan* - [Link](#)
- Requesting a folio extension - [Link](#)
- Illness & emergency during exams - [Link](#)

Illness & Emergency During Exams Webpage

Illness & emergency during exams

back to Preparing for exams <

All from Years 11 and 12

TCE course planner

Student queries

Planning your studies

Preparing for exams

Your results

TASC medical certificate

More information

If you're sick and can't attend an exam

More information

If you become sick during an exam

More information

If you can't attend an exam for another reason
(including if you experience an emergency)

More information

Derived exam ratings

More information



Illness & emergency during exams - [Link](#)

TASC Medical Certificate



The TASC Medical Certificate is available in the *2023 Student Exam Guide* and on the *Illness & emergency during exams* webpage - [Link](#)

Complete this form if you are seeking exemption from an exam, either in whole or part. It will be used as evidence towards your application to have derived exam ratings applied to your results.

SECTION A: CANDIDATE DETAILS *(student to complete)*

TASC ID: Date of Birth:

Family Name: Email:

Given Name(s): Contact Ph number(s):

Address: Suburb / Postcode:

APPLICATION FOR A DERIVED EXAM RATING FOR:

Date of exam	Course Code	Course Name	Practical/Written exam? (P/W)	Attended the exam?*(Y/N)

* If you attend the exam, you must tell the Exam Supervisor that you can't continue the exam (so they can record your name and the time you leave) for TASC to accept a medical certificate for that exam and provide derived results.

CANDIDATE DECLARATION

I declare that, to the best of my knowledge, all the information given on this form (and attachments) is correct.

I authorise the medical practitioner whose name and address appears on the following page to provide TASC with a report on the nature of my illness or incapacity. I also authorise TASC to discuss this application with any person who has signed this form or attachment, as is required by TASC to make a decision in regard to my application for derived exam ratings. TASC will manage information in accordance with the [Personal Information Protection Act 2004](#).

Student signature: Parent/Guardian signature *(if applicable)*:

Date: Date:

TASC will email you to confirm we have received your completed form. If you don't receive an email within one week, contact the GP you visited or TASC to confirm the form was submitted /received.

A teal background featuring a black stethoscope with silver chest pieces. The stethoscope is positioned diagonally across the frame. There are several geometric shapes: a large teal circle on the left containing the title, a smaller teal circle at the bottom, and a white triangle at the top right. Yellow brushstroke-like lines are scattered at the bottom.

Medical Certificate Changes

In 2023 medical certificate processes are returning closer to pre-COVID practices.

- ❑ A medical appointment (in-person **or** telehealth) will be required to confirm illness of any type.
- ❑ The additional time to obtain an appointment (in-person or telehealth) has been reduced to *two business days* after the exam.
- ❑ **Reminder:** students who become sick during an exam and can't complete it must tell the Exam Supervisor that they are unwell and need to leave, so that this can be recorded, and they can receive derived ratings (upon application).


TASC exam centre responsibilities

- Exam room details (including seating, visibility and clock, calculators), security, and emergency procedures.
- Verifying school/college opening hours – ensuring the exam areas are open early enough for early start exams and there is access to photocopiers/printers at the end of each day.
- Ensure access to the exam rooms is limited to TASC personnel and candidates only.
- Discuss with Supervisor Coordinators any candidates with TASC-approved reasonable adjustments – ensuring any adjustments the provider is responsible for organising is covered.
- Ensure there is a designated preparation/office space for Supervisor Coordinators. (This space needs to be accessible at least one week ahead of exams so Supervisor Coordinators can set up and run supervisor training before exams start.)
- Provide the details of school staff who will be available to support students during exams to Supervisor Coordinators.



TASC exam centre responsibilities

Computers and technology

- ICT support before, during and after exams to support students using computers and assistive technologies
 - ICT support for Supervisor Coordinators.
 - Direct contact numbers should be made available for Supervisor Coordinators in case of issues arising.
 - Supervisor Coordinators require access to a computer, printer and photocopier to copy attendance lists, and print student exams completed on computers.
 - Computers should be locked-down for secure student usage.
- 

A graphic featuring a large teal circle with a white center. Inside the white center, the text "QA Meetings" is written in a bold, black, sans-serif font. To the left of the circle, there are several short, parallel yellow dashes of varying lengths, suggesting a list or a sequence. At the bottom right of the teal circle, there is a small, solid teal circle. The background is a blurred photograph of people in a meeting, with some wearing white lab coats and others in casual attire. The overall aesthetic is clean and professional.

QA Meetings

TASC's target to have all data reports to schools ready for Day 1 of Term 4:

Achieved ✓

2023 QA Meetings Overview



18
meetings

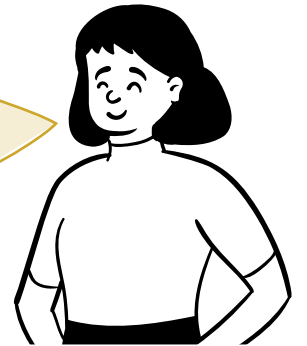


69
schools



215
participants

11000+
data
points
generated



QA Meetings: Feedback

Teacher representatives involved in the 2023 Quality Assurance Meeting process were invited to give feedback on their experiences by indicating their degree of agreement (or disagreement) with the following statements. The return rate was 93%.

93%
Agreed



I was given enough information before and during the meeting to feel informed about the purpose and process.

97%
Agreed



The meeting was well administered: guidance and instructions were clear, the venue was appropriate, etc.

Feedback: Professional Learning (PL)

Teachers value the PL opportunity...

97%
Agreed



The small group process worked well, and my understanding of the assessment process was enhanced.



94%
Agreed



I valued my involvement in the meeting as a meaningful professional learning opportunity.

Feedback: Opportunity for Improvement

A significant number of participants felt that tabled samples of student work did not adequately match the criteria being assessed.

For example, many felt that individual assessment tasks did not invite students to respond to a nominated criterion, or only a single standard element of a criterion.

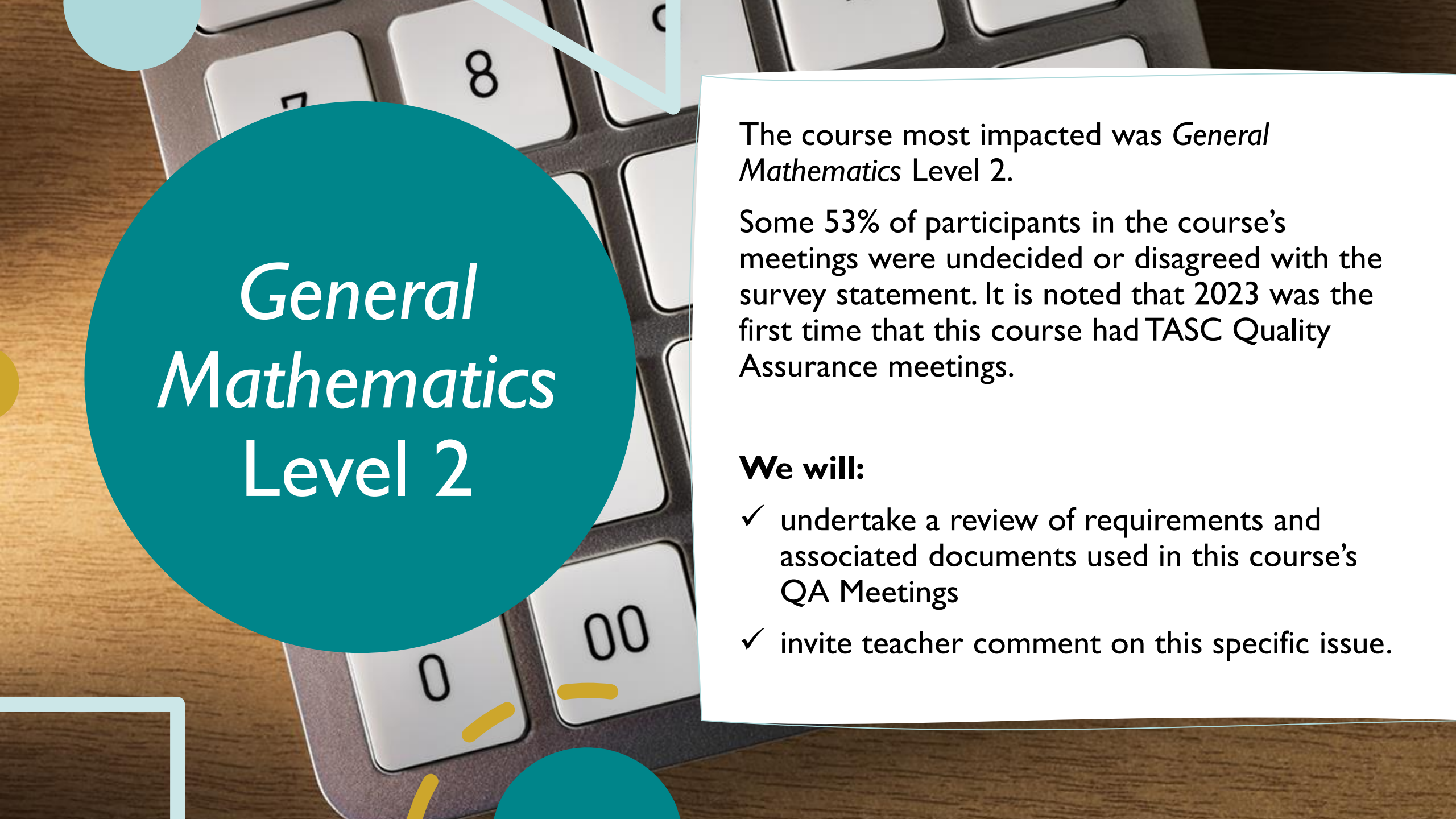


35%

**Undecided /
Disagreed**



The match between the nature of the bodies of student work and the nominated criteria was appropriate and clear.



General Mathematics Level 2

The course most impacted was *General Mathematics Level 2*.

Some 53% of participants in the course's meetings were undecided or disagreed with the survey statement. It is noted that 2023 was the first time that this course had TASC Quality Assurance meetings.

We will:

- ✓ undertake a review of requirements and associated documents used in this course's QA Meetings
- ✓ invite teacher comment on this specific issue.

What Next?

1. Providers respond to shortcomings in meeting procedural requirements, replying to TASC by

Wednesday 25 October.



(These requests are noted in compliance reports sent to the school with the data reports.)

2. Teachers formally review and discuss the data sets using the supplied Report Information Sheet to guide them. If issues are identified, remedial action is required. Possible actions are noted on the information pages.

It is highly recommended that records are made of data reviews and any subsequent actions.

What Next? (continued)

3. Providers formally consider and implement any required assessment refinements prior to final reporting for the selected courses in November.

This is particularly significant in cases where a student is on a PA / SA borderline.

4. Very early in 2024 schools will receive a second data report that includes final 2023 ratings for learners / courses in addition to the provider and meeting data.

If TASC identifies major discrepancies between the three sets of data, schools will be formally asked to explain how they utilised the October report to inform final rating decisions.

This may prompt further quality assurance actions.

Questions for Consideration

- Does your school/college have a documented procedure detailing what happens when TASC sends you the QA Meeting Reports?
- What are the roles and responsibilities of leaders and teachers within your learning community relating to these Reports?



See Provider Standards 5 and 9 – [Link](#)



Pre-Year 11 Enrolments

Pre-Year 11 Enrolments

In some cases, it may be appropriate for students to extend their learning in an area of strength by enrolling in a TASC-accredited course **prior to Year 11**.

Providers can use TASC-accredited course documents as a planning resource for Years 9/10 teaching without formally enrolling students with TASC. In such cases, schools must not use TASC-accredited course names/codes.

Schools must apply for approval to formally enrol a pre-Year 11 student in a TASC course.

Applications are now open and close **Thursday 29 February 2024**.



Pre-Year 11 enrolments in
TASC-accredited courses - [Link](#)



Pre-Year 11 Enrolment Scenario

Anna (Year 10 student)

In Year 9 Anna achieved an overall C (at standard) in her Australian Curriculum Health and Physical Education studies.

Her achievement in the Movement and Physical Activities section of the course was an A (well above standard).

Anna loves soccer and has undertaken numerous coaching clinics. She was recently selected for the state Under 17 squad. She, her parents and her teachers believe she would benefit from a personalised training and competition program supported by completing *Athlete Development Level 2*.



Enrolment of Pre-Year 11 Students in TASC-accredited Courses Policy - [Link](#)



**Final Internal
Rating
Submission**

Internal Ratings Process

- ❑ Teachers determine students' final internal ratings for each criterion.
- ❑ Students must be informed of their internal ratings and sign them.
- ❑ Students need to be informed that they can request a review and who they can speak to about this (a teacher or a central contact person, depending on each school's policy).
- ❑ The appeals process must be completed by the final date for the **internal ratings verification period**.



Final internal rating submission and verification – [Link](#)



Example final internal ratings report – [Link](#)

Final Internal Ratings

Level 3 and Level 4 Courses

☐ due to TASC: **3 November 2023**

Verification period:

Monday 6 – Friday 10 November 2023

Preliminary, Level 1 & Level 2 Courses

☐ due to TASC: **17 November 2023**

Verification period:

Monday 20 – Friday 24 November 2023



Schools must run Rating Verification reports (downloaded from [TRACS](#)) during the **verification period** to confirm that all entered ratings are correct - [Link](#)



**TASC Outstanding
Achievement
Awards**



Outstanding Achievement Awards

- ❑ The [TASC Outstanding Achievement Awards \(OAA\)](#) celebrate academic and vocational education achievements.
- ❑ Nominations for the **VET Award** close **27 October**. Recipients are selected by a TASC-appointed panel of VET experts.
- ❑ The **Academic Achievement Award** recognises Year 12 students who attain Tasmania's highest academic results with an Australian Tertiary Admission Rank (ATAR) of 99.5 or above.



Save the Date

- TASC will notify winners by email in December after results are released.
- The TASC Outstanding Achievement Awards Ceremony will be held at Government House on **Monday 29 January 2024.**
- Reminder:* keep an eye on your inbox so that you don't accidentally miss an email about the Ceremony.





Results Day
13 December

Results Day for Schools

- ❑ A results information email will be sent to Principals with instructions on how to access your school's preliminary results data.
- ❑ Your school's **Preliminary Results Data Spreadsheet** will be available in the [TRACS portal](#) under:

TRACS > Provider > Contact Information > Reports.



- ❑ A PDF guide to accessing your students' results – [Link](#)

Results Day for Students

Emailed Results



Students who have registered an email address with TASC will receive one to three emails, depending on their eligibility.

- Statement of Results – *all students*
- Course Criterion Profile Statement – *students who completed a TASC course*
- ATAR statement – *eligible students.*

Mailed Results



- Printed Statement of Results – *all students*
- TASC-issued certificates: TCE, TCEA, QC – *eligible students.*




Results Emails

- ❑ Students register their email address when they complete their Student Declaration.
- ❑ If a student needs to update their email address, please provide them this [link](#).

Students must update their email address before or on 12 December to receive their results email.

To update their email address, students must:

1. complete the registration form.
2. click on the link emailed to them to verify that the email address provided is correct.

A man with glasses, wearing a green and grey patterned sweater over a light-colored shirt, is smiling and looking at a red folder he is holding. He is standing in a library with bookshelves in the background. The image is decorated with teal and yellow circular and rectangular shapes.

Talking to Students about Results

- ❑ If a student has a results query, it's useful to first check if they have met [ATAR](#) and/or [TCE](#) eligibility requirements.
- ❑ You can check a student's progress towards the TCE via the results spreadsheet or TRACS.
- ❑ If students need more information, they should contact TASC via the [Results Query](#) form.



The *Understanding the ATAR: Student Factsheet* is a helpful resource for students who have questions about ATAR and TE Score calculation.

Results Queries & FAQs

Results Query Submission

- ❑ Results Query form – [Link](#)

The Results Query form allows TASC to confirm the student's identity, protecting their privacy.

Student Results FAQs – [Link](#)



Results are emailed to students in school batches. So, student shouldn't be alarmed if they learn during the morning that students at other schools have already received their results.



Applying for an Inspection

[Applications to inspect 2023 written exam materials](#) open on results day.

TASC offers students the opportunity to inspect their written exam material for externally assessed TASC accredited courses.

If a student has received an unexpected external result, they can use the inspection process to verify that an administrative or procedural error did not occur.

Note: The inspection process does **not** involve remarking exams.

Application Closing Dates

❑ First Round Inspections



(only Year 12 and 13 students are eligible)

Applications close **29 December 2023**.

Eligibility for first round inspections is limited to ensure that if a Year 12 or 13 student obtains/increases their ATAR via the inspection process that they will still meet the UTAS deadline, allowing them to start University in Semester 1.

❑ Second Round Inspections



(all students who didn't submit a first-round request are eligible)

Applications close **5 February 2024**.



Inspections: Further Information

- ❑ Second round inspections are held in mid-February at schools. TASC will provide information about this process via TRACS in Term 1.
- ❑ The [Inspections of written exam material](#) webpage covers:
 - inspection FAQs
 - what external assessments are/are not available for inspection.
 - what students should expect on their inspection day.



As of results day, students can also request a copy of their 2023 written exam material (distributed in July) - [Link](#)

**Any Questions
or Comments?**



Thank You

for attending TASC's Principal and TLO forums in 2023.

We appreciate your time, questions and commitment to supporting students.

