

# Information bulletin for principals of primary schools

This bulletin contains detailed guidance for provision of school assessment scores. Please read carefully the information on pages 9-10 of this document so you can ensure that the scores you give are most effective.

## Important dates

October 2020	<ul style="list-style-type: none"> <li>• Application information sent to schools.</li> <li>• Application information is updated on the Team's website.</li> </ul>
13 October 2020	Application site opens and parents apply online. Note this date has changed from the previously advised date.
16 November 2020	Applications close. Note this date has changed from the previously advised date. The closing date will be strictly observed except where there is a shortage of suitable candidates or where the extenuating circumstances are serious and well documented.
17 November 2020	Principals' online processing site opens (government schools only).
4 December 2020	<ul style="list-style-type: none"> <li>• Principals' online processing site closes (government schools only).</li> <li>• Non-government principals complete principal's page for provision of school assessment scores and return it to the Team.</li> </ul>
25 February 2021	Parents are sent a 'Test authority' letter from the Team.
11 March 2021	Selective High School Placement Test
18 March 2021	Illness/misadventure requests submitted – within 5 working days.
Early-May 2020	Principals confirm school assessment scores online. It is better to correct errors at this time rather than after outcomes if parents contest scores.
May and June 2020	Selection committees meet.
2 July 2020	Parents and schools advised of outcome after 6pm.
9 July 2020	Appeals submitted.
16 July 2020	Principals' asked to comment on appeals if relevant.
September 2020	Appeals panels meet.
October 2020	Appeals outcome advised.

## Overview of the selective high school placement process

DATE	PROCESS	PRIMARY SCHOOL ACTION
October 2020	<p>Application and placement information sent to schools by email.</p> <ul style="list-style-type: none"> <li>• Newsletters</li> <li>• 'Intention to apply' letter to parents</li> <li>• School website home page</li> <li>• School signboard</li> </ul>	<p>Please use as many opportunities as possible to inform parents of Year 5 students of the opportunity to apply for entry to selective high schools in Year 7 in 2022 such as:</p> <ul style="list-style-type: none"> <li>• advising parents in at least two newsletters or equivalent of the opening and closing dates for applications and the fact that they must apply before the due date</li> <li>• advising the above on the school's website home page and signboard during the application period</li> <li>• sending 'Intention to apply' letters home to all Year 5 parents</li> <li>• keeping a record of all responses to the Intention to apply letter</li> <li>• note the students who are likely to need school assessment scores</li> <li>• check that parents intending to apply have done so before the closing date.</li> </ul>
13 October 2020	<p>Application opens online at <a href="https://education.nsw.gov.au/public-schools/selective-high-schools-and-opportunity-classes/year-7">https://education.nsw.gov.au/public-schools/selective-high-schools-and-opportunity-classes/year-7</a></p> <p>The printable 'Placement in selective high schools for entry in Year 7 in 2022' information is at the link above.</p>	<p>Distribute the placement information bulletin or link to all parents wishing to apply. You can refer parents without internet access to public libraries or you may assist parents to apply online.</p> <p>Advise parents not to submit duplicate applications. Parents will be able to log in to their application to correct any errors after submitting the application.</p>
16 November 2020	Online application site closes.	Check that all those intending to apply have done so before the closing date as late applications are accepted only in very limited circumstances.
around 17 November 2020	<p>The Team sends an email to the school's email address advising the principal of the applications received and instructions for using the principal's processing site. (Government schools only)</p> <p>The Team requests information about disability provisions for some students.</p>	<p>Alert your office staff to make sure this email is passed on to you. Register on the application processing site to process applications.</p> <p>Advise about students' disability provisions for tests and at school if asked.</p>
by 4 December 2020	<p>School assessment scores and comments are added on the processing site.</p> <p>Government schools processing site closes.</p> <p>Non-government principals add school assessment scores to principal's page submitted by applicants.</p>	<p><u>Government school principals:</u></p> <ol style="list-style-type: none"> <li>1. Provide school assessment scores online.</li> <li>2. Make comments in the comments box if applicable. Note if any disability adjustments are provided at school.</li> <li>3. Save the emailed list of applications for the school's records.</li> </ol> <p><u>Non-government school principals:</u> Send completed principal's page to the Team.</p>

February/March 2021	The Team sends principals a link to the processing site to confirm school assessment scores.	Check carefully and amend school assessment scores <b>if an error is found</b> . Do not update scores based on Year 6 work. You may provide scores for late applicants only if you have valid assessment data.
25 February 2021	Parents are sent 'Test authority' letter and test information. Principals are sent the test centre for their students. A list of all schools and their test centres is published on the website. Parents and principals are advised of disability adjustments granted for the test.	Check that all applicants know where they are going for the test. Advise parents to contact the Team if they haven't received the 'Test authority' letter by 4 March. Parents are responsible for taking their children to and from the test centre.
11 March 2021	Selective High School Placement Test.	<b>Please do not schedule other school activities for Year 6 students on this day.</b>
18 March 2021	Parents submit illness/misadventure requests about test scores, school assessment scores or about missing the test.	If applicable, direct parents to the Team's website for information about illness/misadventure procedures. The time for submitting illness/misadventure requests is shorter than in previous years.
25 April 2021	Last day for parents to submit change of selective high school choices.	
May and June 2021	Selection committees meet.	
2 July 2021	Placement outcomes released. Principals receive report of placement outcome soon after.	Non-government principals can request a report of outcomes if they have provided school assessment scores and if parents have given permission.
9 July 2021	If applicable, parents submit appeals to the Team.	The time for submitting appeals is shorter than in previous years
16 July 2021	Principals add comments to appeals.	You will be asked to add comments to appeals if applicable.
September 2021	Appeals panel meets.	
October 2021	Outcome of appeals advised.	
Mid-January 2022	'Authority to attend' letters sent to parents.	
January 2022	Successful candidates enrol at a selective high school in Year 7.	

## Placement procedures for entry to selective high schools in Year 7 in 2022

In this document 'selective' includes fully selective high schools, partially selective high schools and selective agricultural high schools as well as Aurora College, the virtual selective high school.

A new academically selective class is available in 2022 at Richmond High School – Richmond Agricultural College where students in the selective stream must study agriculture.

### The role of the primary school

As primary principal, you are responsible for:

- advising parents of the opportunity to apply online and before the closing date. This includes advertising the dates and the Team's website link on the school's website and in at least two school newsletters or equivalent.
- ensuring that important school events such as school camps and athletics carnivals are not scheduled on the test day
- printing and distributing placement information booklets to parents with no internet access
- advising parents with no internet access to visit a public library to apply online or assisting them to apply at school if possible
- advising parents to contact the Team for assistance if they are unable to use a computer
- supplying school assessment scores on the principal's processing site (government schools only - see pages 9-10)
- completing the principal's page for provision of school assessment scores for applicants and sending them to the Team (non-government schools only - see pages 9-10)
- consulting with the Team about reasonable disability for disability provided at school
- withdrawing from anything to do with the preparation of school assessment scores if you have a child who is seeking placement. This is to avoid any possible perception of unfairness. In this instance you must nominate a staff member who will be responsible and advise the Team Leader in writing of the potential conflict of interest and the name of the nominated staff member. Similarly, if a staff member is responsible for preparing school assessment scores and has applied for his or her child at the same school to be considered for selective high school placement, another teacher should be asked to prepare school assessment scores. In either case, the principal or teacher should send the Team (and the principal) a declaration of potential conflict of interest. Suggested wording is, 'I, [Jill Smith], principal/teacher at [School] have applied for selective high school placement for my child [Jack Smith], application number [S21123456]. I will not take an active role in preparation of school assessment scores for candidates from my school'.
- where schools have large numbers of candidates, assigning a teacher to assist in marshalling of students to enter the test centre
- checking school assessment scores
- commenting on appeals submitted when requested.

### Selective high schools

Selective high schools cater for academically gifted students of high potential who may otherwise be without sufficient classmates at their own academic standard. Selective high schools help these students to learn by grouping them with students of similar ability and by using specialised teaching methods.

### Information about the placement process

Selection criteria, general procedures and an outline of the application process for the placement of students in Year 7 at selective high schools are contained on the Team's website and in the 'Placement in selective high schools for Year 7 entry in 2022' information booklet and are not repeated in this document.

## Providing advice to parents

Please advise all parents of Year 5 students that they can apply for selective high school placement in 2022. Please encourage high potential and gifted Aboriginal students and students from low socio-economic backgrounds to apply.

Consult with parents if they ask you about the suitability of selective high school placement for their children, but be cautious about making predictions about a student's chances of selection.

Ensure that the opening and closing dates for applications and the Team's website are advertised at least twice in school newsletters, on the noticeboard, and on the school's website home page. Each year the Team receives complaints by parents who claim that the school did not inform them of the application process.

To assist you to identify students who may apply, you may wish to use the 'Intention to apply' form for parents which is included at the back of this document. A digital version is available to government schools at: <https://education.nsw.gov.au/public-schools/selective-high-schools-and-opportunity-classes/general-information/resources-for-schools>.

Ensure parents know that this Intention to apply form is **not an application**. It only informs the school which students are likely to need school assessment scores.

Please direct parents to the Team's website to find the printable booklet 'Placement in selective high schools for Year 7 entry in 2022', updated information, the application link and relevant forms.

## Submitting an application

Parents must apply online via the link on the Team's website. The application website will open on 13 October 2020 and will close on 16 November 2020. Parents must apply by the due date.

When parents submit an online application they will receive an email confirming their application.

Parents must not make more than one application for the same child. If they find they have made a mistake after submitting the application they will be able to log into their application to make changes, receive and send messages and upload documents at a later date.

Parents are NOT required to send school reports to the Team unless requested to do so.

## Parents without internet access

If parents do not have internet access they are advised to access computers at a public library but you may be able to assist by allowing access to school computers at a designated time. If parents have a disability and cannot use a computer, ask them to contact the Team for assistance.

Parents who use public internet facilities need to:

- create a web-based email account such as Yahoo or Hotmail or Gmail
- go to the Team's website at: <https://education.nsw.gov.au/public-schools/selective-high-schools-and-opportunity-classes/year-7> and open the link to the online application
- enter the new email address when registering to apply
- return to the email account to receive the password and link to log in to the application
- log in using the access key/password and complete the questions in the application
- click on 'Mail only' as the preferred communication method for all future correspondence
- submit the application
- go back to the email account and print off the confirmation of the application. All further communication will then be sent by post.

## Application processing by government school principals

The Team will send detailed instructions for submitting the school assessment scores and other information for all applicants. These instructions will be sent around 17 November 2020.

In early May 2021, principals are asked to carefully check and confirm that scores are correct as it is very time-consuming to alter school assessment scores after the placement score is calculated. The scores must relate to Year 5 work. Do not revise scores to reflect any improvement the students may have shown between December 2020 and May 2021.

Let the Team know about any listed students not enrolled in your school and about duplicate applications for the same student.

## Application processing by non-government school principals

Non-government principals do not have access to the principal's processing site. They are asked by parents to add school assessment scores to the principal's page for provision of school assessment scores and forward it to the Team at [ssu@det.nsw.edu.au](mailto:ssu@det.nsw.edu.au) by 4 December 2020.

## Reports to government schools

During the application period, government school principals will be advised which of their students have applied, including where there were no applications. Please check the reports to ensure that applicants intending to apply have been listed and that all details are correct.

The final list of applicants will be in the principal's processing site as soon as applications close.

## Testing of students

A new test developer has been engaged for the test in 2021. Details of the new test format and timing will be available on the Team's website when available, along with sample questions.

All candidates are required to take the Selective High School Placement Test. The test will be conducted in test centres established in NSW government high schools. Presiding officers and supervisors will administer the test.

By 25 February 2021, all applicants will receive a 'Test authority' letter, information about the test and the test centre they have been allocated to. If parents have not received this letter by 4 March they should contact the Team. Government schools will be advised of their students' test centres and they will be listed on the Team's website.

Where a significant number of students from a primary school attend a test centre to sit the test, it would be greatly appreciated if the school could send a teacher along to assist with the marshalling of students before the test.

Parents of students sitting the test are responsible for making travel arrangements to and from the test centre. Students must arrive by 9am. The expected finishing time will be advised before the test.

## Reasonable adjustments for disability

When a parent or school makes a request for reasonable adjustments for disability for the test, the Team may contact both the parent and the principal of the student's current government primary school for appropriate information and documentation.

Principals are asked to add information about adjustments that are provided at school when they are entering school assessment scores into the processing site.

Where a student has a disability, including a medical or behavioural condition, requiring separate supervision in the test, the student's primary school is asked to send an aide or other staff member to ensure that the student is always supervised by two staff members.

Principals have an obligation to identify students who may pose a risk to other students or staff at a test centre. Principals do this by making a comment in the special comments section of the processing site when entering school assessment scores. The Team will make arrangements for separate supervision if necessary.

## Preparing students for the test

The Selective High School Placement Test is a secure test and papers are unavailable for scrutiny before, during and after the test session.

The Department does not endorse coaching for the Selective High School Placement Test as it is designed as a measure of academic ability or potential.

It would be helpful if students were familiar with test technique. If parents or staff members wish to familiarise students with the test, they could use the sample test papers that will soon be available on the website <https://education.nsw.gov.au/public-schools/selective-high-schools-and-opportunity-classes/year-7/the-test> in order to:

- acquaint students with the new test format
- provide the students with experience in multiple-choice testing
- ensure that the students understand how to record their answers on the appropriate answer sheets
- explain the necessity for effective time management. Advise students not to spend too much time on any single question
- encourage students to guess any answers they are uncertain about as marks are not taken off for wrong answers
- emphasise the importance of periodically checking the number of the question against the number of the answer to avoid misalignment.

Practice with any other kind of multiple-choice questions could also help students become familiar with this kind of test.

## Academic records

All applicants attending schools in NSW must have school assessment scores provided by the school principal except in specific circumstances.

Parents may provide other relevant supporting information such as:

- information about disability, medical or behavioural condition and the likely effect on the academic performance of students
- the results of individual IQ tests if requested
- Court Orders if they relate to decisions about the education of the student and communication with parents.

Parents are asked to give permission for NAPLAN and similar results to be accessed for additional information, if required.

Parents are NOT required at the application stage to submit school reports, merit certificates, competition or test results such as NAPLAN, or evidence of achievements in sport or performing arts. If further information is necessary the selection committee may approach the parents or the principal.

All students are ranked and placed in order of academic merit. Academic merit is decided mainly by combining primary school assessment scores in English and mathematics with Selective High School Placement Test scores. This combination is expressed as a calculated placement score. More details about how the new test developer will report the scores will be published on the website when they are available.

## Acceleration

Parents of students currently in Year 4 should not be encouraged to apply to enter Year 7 in 2022 unless the school has identified the child as requiring acceleration.

## Repetition

Parents of students who are in Year 6 in 2020 should be discouraged from applying unless there is a valid reason for them to repeat a Year. If parents insist, supply school assessment scores only if the Year 6 students have been assessed on the same tasks and ranked on the same scale as the Year 5 candidates. Principals of government schools should note this on the processing site and non-government principals should note it on the principal's page for provision of school assessment scores.

Selection committees have discretion not to place students who are currently in Year 6 and whose parents wish them to repeat Year 7 in a selective high school in 2022.

## Reapplying

Parents should be advised that the selection committee can consider whether or not students who took the Selective High School Placement Test in the previous year have gained undue benefit from their experience with the test.

## Enrolment policy

The NSW Department of Education has a responsibility to assess and manage any risk of harm to its staff or students. This includes assessing and managing risks posed to students or staff at a school by any student.

As principal, you have an obligation to identify any students who may pose a risk to students or staff.

## Selection committees

To streamline the selection process, the Team will make recommendations before the selection committee meetings. Selection committee meetings will then ratify those recommendations or change them, as appropriate.

All placement decisions will be made using the results of the Selective High School Placement Test, the school assessment scores and, where relevant, information provided by schools and information supplied by parents.

Each committee will consist of at least two members including the selective high school principal or nominee and a parent or community representative. It may include a school counsellor or a Director Educational Leadership.

A member of the Team will participate as non-voting executive officer to ensure that all selection committees use consistent procedures. Selection committees or appeals panels may consult with primary principals directly.

## Placement outcome information

In early July the Team will send notification to parents that the outcome of their application is available to access through logging into their application. Parents must respond to offers.

Government primary school principals will be sent an initial outcome report for the principal's reference only. This initial outcome report will be available shortly after individual placement outcome information is sent to parents. It is strictly confidential and the contents must not be discussed with anyone until placement outcomes are released to parents.

The report will show all students who have received offers, those on reserve lists and those who have been unsuccessful.

Non-government primary schools can request a report listing the outcome for applicants for whom they have provided school assessment scores and where parents have given permission.

The report may indicate that some students have been placed on 'hold', pending further investigation of matters such as residency status or social and emotional maturity in the case of those seeking accelerated progression.

These primary school outcome reports will be updated throughout the year on request. Please check all information on them and notify the Team, as quickly as possible, of any changes or errors.



## Communication with schools

Principals will be informed about the way to access reports and outcomes as they are confirmed.

If sent by email and where students' scores or contact details are included in reports, the Team will encrypt the attachments. The access key/password designated for your school by the Team will open these documents. Contact the Team if you have lost your school's password.

Please inform the Team if there is a relieving or acting principal so the details can be re-sent to them and the database updated.

## Providing school assessment scores for selective high school placement

Primary schools are asked to provide school assessment scores out of 100 in each of English and mathematics, based on students' performance in Year 5. In English the assessment score must include a component for writing.

These scores must rank the candidates for selective high school entry (not all students in Year 5) in order of merit, showing the relative gaps between students. Keep all assessment tasks and information you used to generate the school assessment scores for a year, in case further scrutiny is required.

Note: It is extremely rare for students to perform exactly the same way for English and mathematics. Schools which provide exactly the same scores for English and mathematics for all students risk the credibility of their assessment procedures with parents. Remember that parents are sent their children's scores and they tend to compare with each other.

## Why provide school assessment scores?

School assessment scores tell us how well a student is performing on the school curriculum compared with other applicants from the same school, whereas test scores tell us the student's ability compared with all other applicants statewide. School assessment scores are compulsory except for late applicants who may have not completed comparable assessment tasks.

DO	DON'T
Provide the ranking for only those of your students who are applying for selective high school entry.	
Use your usual assessment procedures to derive the assessment scores.	
Base the scores on a combination of two or more of the following: <ul style="list-style-type: none"><li>• teachers' judgements</li><li>• assessment of class work</li><li>• assignments</li><li>• testing.</li></ul>	Don't base your ranking on a single assessment or test as the score should be a summary of the way each student has performed at school during Year 5.  You can go back to the previous year if the student has suffered a recent short term set back during the assessment period or give more weighting to recent assessments if the student has shown marked improvement since.
Base the score mainly on internal class work, assignments or assessments. Selection committees need to know how the students perform on the school curriculum.	Don't use external tests (such as NAPLAN or ICAS) as your main source of information. Students will be taking the Selective High School Placement Test, which is an external test.

<p><b>IMPORTANT</b></p> <p>Spread your scores out so that selection committees can see the relative gaps between students. For example:</p> <table data-bbox="146 280 375 510"> <tr><td>Student 1</td><td>95</td></tr> <tr><td>Student 2</td><td>89</td></tr> <tr><td>Student 3</td><td>86</td></tr> <tr><td>Student 4</td><td>81</td></tr> <tr><td>Student 5</td><td>74</td></tr> </table>	Student 1	95	Student 2	89	Student 3	86	Student 4	81	Student 5	74	<p><b>IMPORTANT</b></p> <p>Don't use tied scores if it is possible to avoid them and never group most of your candidates on one score with one or two candidates a few marks lower. In the following example ALL five candidates are likely to be seriously disadvantaged.</p> <table data-bbox="826 383 1013 613"> <tr><td>Student 1</td><td>99</td></tr> <tr><td>Student 2</td><td>99</td></tr> <tr><td>Student 3</td><td>99</td></tr> <tr><td>Student 4</td><td>96</td></tr> <tr><td>Student 5</td><td>95</td></tr> </table>	Student 1	99	Student 2	99	Student 3	99	Student 4	96	Student 5	95
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Student 2	99																				
Student 3	99																				
Student 4	96																				
Student 5	95																				
<p>Use up to two decimal places to distinguish between students, but only if you have a large candidature.</p>	<p>Don't use decimal places to separate students in a candidature of fewer than ten students.</p>																				
<p>Give more challenging tasks to students who seem to be performing at the same level until one student shows a greater level of performance than the other</p>	<p>Don't assess only on the basis of achieved criteria, but use open-ended tasks to allow students to show higher levels of mastery.</p>																				
<p>Give more weight to the most recent scores if students have improved dramatically over the last few months of the assessment period.</p>	<p>If students had a brief setback for one of the assessment tasks but generally function at a higher level, you can use their usual performance to derive the score.</p>																				
<p>Assess the students on the basis of their observed achievement over the assessment period. Keep all evidence used for deriving the school assessment scores for at least a year in case it needs to be referred to later.</p>	<p>Don't attempt to compensate a student for a long period of illness or other setback by giving the student a higher assessment than the evidence warrants. Make a comment in the application instead and encourage parents to submit an illness/misadventure request targeting the school assessment scores.</p>																				
	<p>Don't provide school assessment scores for Year 4 students or Year 6 students unless you have assessed them on the same tasks and ranked them on the same scale as the Year 5 candidature.</p>																				

### How the school assessment scores are used

The reporting of scores is yet to be confirmed by the new test developer. Details will be published on the website when they are available.

Spreadsheets are available at <https://education.nsw.gov.au/public-schools/selective-high-schools-and-opportunity-classes/general-information/resources-for-schools> which can help you to calculate a score which ranks your candidates on the basis of assessment scores. (DoE login required)

### Parent requests for school assessment scores prior to release of placement outcome

When placement outcomes are released, parents are usually also sent their child's raw school assessment scores.

Prior to the release of the placement outcome, principals may release raw school assessment scores to parents on request at their discretion. However, the Team cautions against doing so as it may generate many such requests, creating an unnecessary workload.

Principals may need to explain to parents that the school assessment score is a number that indicates relative ranking of candidates from the school.

The school assessment score is not necessarily the same as marks the student usually achieves in school assessment tasks.

Principals should not release the student's rank as it may inadvertently betray the privacy of other students.

### Sample newsletter text for optional use

Selective high school placement process in 2020

Applications for Year 7 entry to selective high schools in 2022 are now open. Applications will close on 16 November 2020.

Parents can apply online at <https://education.nsw.gov.au/public-schools/selective-high-schools-and-opportunity-classes/year-7>.

All applicants are required to sit the Selective High School Placement Test to be held on Thursday 11 March 2021.

The department has introduced a new application system that will give parents a more interactive experience. The new system enables parents to make updates and add attachments even after an application is submitted. Parents can also communicate directly with the High Performing Students Team through the system's new 'messages' feature.

Anyone experiencing difficulty completing or submitting an application, can contact the High Performing Students Team on 1800 880 376 or email [ssu@det.nsw.edu.au](mailto:ssu@det.nsw.edu.au)

Keep updated on the selective high school placement process at <https://education.nsw.gov.au/public-schools/selective-high-schools-and-opportunity-classes>

## Intention to apply for Year 7 placement in a selective high school in 2022

Dear Parent/Carer

Selective high schools cater for academically gifted students with high potential who may otherwise be without sufficient classmates at their own academic standard. Selective high schools help these students to learn by grouping them with students of similar ability, and by using specialised teaching methods.

Applications for selective high school placement are considered mainly on the basis of the Selective High School Placement Test results and school assessment scores. The Selective High School Placement Test will be held on Thursday 11 March 2021.

If you would like to have your child considered for Year 7 selective high school entry in 2022, you need to apply on the internet using a valid email address (not the student's email address).

Detailed instructions on how to apply online will be available in late September 2020 at <https://education.nsw.gov.au/public-schools/selective-high-schools-and-opportunity-classes/year-7>.

The application website opens at that link on 13 October 2020 and closes on 16 November 2020. You must apply before the closing date.

There are no paper application forms. If you do not have internet access, you could apply at a public library. If you have a disability that prevents you from using a computer, you can contact the Team for assistance after 13 October 2020.

You must submit only ONE application for each student.

**The tear-off slip below is not an application and the school cannot apply on your behalf.**

Yours sincerely

Principal

Cut along the dotted line and return the completed slip below to this school by \_\_\_\_\_.

**THIS IS NOT AN APPLICATION FOR ENTRY TO A SELECTIVE HIGH SCHOOL.**

This is a notice to your primary school only that you intend to apply.

TO APPLY YOU WILL NEED TO REGISTER AND THEN APPLY THROUGH THE HIGH PERFORMING STUDENTS WEBSITE:

<https://education.nsw.gov.au/public-schools/selective-high-schools-and-opportunity-classes>

----- Cut here and return the note below to the school -----

## Intention to apply for Year 7 placement in a selective high school in 2022

Student's name: \_\_\_\_\_ Class: \_\_\_\_\_

I intend to apply for selective high school entry in Year 7 in 2022 through the High Performing Students website between 13 October 2020 and 16 November 2020.

Signature of parent/carer: \_\_\_\_\_

**THIS IS NOT AN APPLICATION FOR ENTRY TO A SELECTIVE HIGH SCHOOL.**

This is a notice to your primary school only that you intend to apply.

TO APPLY YOU WILL NEED TO REGISTER AND THEN APPLY THROUGH THE HIGH PERFORMING STUDENTS WEBSITE:

<https://education.nsw.gov.au/public-schools/selective-high-schools-and-opportunity-classes>

## Further information

For information on the selective high school placement process go to:

<https://education.nsw.gov.au/public-schools/selective-high-schools-and-opportunity-classes/year-7>

Resources for schools are documents that can help you with the process:

<https://education.nsw.gov.au/public-schools/selective-high-schools-and-opportunity-classes/general-information/resources-for-schools> (DoE login to access documents)

The illness/misadventure process is described at:

<https://education.nsw.gov.au/public-schools/selective-high-schools-and-opportunity-classes/year-7/the-test/illness-or-misadventure>

Information about score processing for selective high school placement will be provided at:

<https://education.nsw.gov.au/public-schools/selective-high-schools-and-opportunity-classes/year-7/selection-process>

Information about placement outcomes and reserve lists is at:

<https://education.nsw.gov.au/public-schools/selective-high-schools-and-opportunity-classes/year-7/outcome>

Information about appeals can be found at:

<https://education.nsw.gov.au/public-schools/selective-high-schools-and-opportunity-classes/year-7/outcome/appeals>

## Contact the High Performing Students Team

Email: [ssu@det.nsw.edu.au](mailto:ssu@det.nsw.edu.au)

Telephone: 1300 880 367 (for parents) or 7814 3626 (for school only)

Post:

The Leader, High Performing Students Team

NSW Department of Education

GPO Box 33, SYDNEY NSW 2001

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