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Dear Principal,

You are invited to take part in the research project: *Teacher's Engagement with and Understanding of Assessment Data to Inform Teaching and Learning*

The research is being conducted by the chief investigator, Professor Jim Tognolini and PhD student Mrs Rayanne Shakra. The following information is provided as part of the University of Sydney Human Ethics approval process. Involvement of your school in the project is subject to approval from this body.

**The nature of the research:**

This mixed methods study is intended to explore how Teacher's use assessment data from their own local made assessments. The participation of year 4 teachers in your school is very important. The information they provide will offer a descriptive picture of the ways in which teachers actually use data to enhance their students learning. The information provided by teachers as confidential survey respondents will remain confidential and will be aggregated with responses of teachers from other schools. It will be shared in summary form only.

If teachers wish to also participate in the interview their responses will be anonymous. Any detail that may reveal the school will also be removed.

The focus is specifically on the types of data teachers prefer to use in order to understand their student's knowledge and how they would use this evidence to plan new teaching and learning strategies in order to enhance their students learning opportunities.

**Research Question and Methods**

This study aims to answer the following research question:

1. *What types of data do teachers use to gauge the level of their students' understanding?*
2. *How do teachers describe their levels of expertise regarding data-use knowledge and skills?*
3. *To what extent do teachers engage in data-driven decision-making practices?*
4. *How do teachers use the data from their local assessments to inform their practice and enhance their students learning opportunities?*

The research involves a survey (to answer the first three research questions) and individual semi-structured interviews with year 4 teachers (to answer the fourth

research question) in your school about their perceived use of assessment data and how they would use the information from this data in their classroom to enhance the learning needs of their students.

Teachers may wish to **only** do the survey which is fine, **or they may choose to do both** the survey and the interview. The survey should not take more than 5-10 minutes, an email with the survey link will be sent out to the school administration to be forwarded to the teachers, and the interview will take around 20 minutes. If teachers are willing to participate in the interview a suitable time that will not in any way interfere with their workload or teaching hours will be set up by them and the school administration. The researcher will come to the school grounds and take care to not go over the agreed time limit. If for any reason the teachers cannot find suitable timing during their school hours the researcher will be happy to send out a secured password one time only zoom link for the participants at their desired time.

If you are happy for your school and teachers to participate, more information about the project, including timelines and participant information and consent forms can be sent to you.

Please note that you, as the principal have the right to withdraw from part, or all of the project at any time, as do any of the participants. Any information collected will be immediately deleted upon your decision to resign from this project.

If you are happy to confirm your involvement with the project, subject to University of Sydney Human Ethics approval, please provide a formal letter / email stating your consent.

Yours Sincerely

**Professor Jim Tognolini**

Director, Centre for Measurement and Assessment | Faculty of Education & Social Work

**Rayanne Shakra**

PhD Student