



MCEETYA Performance Measurement and Reporting Taskforce

PROTOCOLS FOR PUBLISHING

PMRT DOCUMENTS

Purpose

The purpose of these protocols is to assist in providing guidance to PMRT members and Sub-groups in relation to seeking approval for the publication of documents¹ of the Performance Measurement and Reporting Taskforce (PMRT)² or of its predecessor the National Education Performance Monitoring Taskforce (NEPMT). These protocols complement the MCEETYA Principles and Protocols *Handling of MCEETYA documents* and the AESOC *Protocols for Publishing Research and Project Reports*.

Documents

The types of document considered suitable for publication are:

- Research documents - Commissioned by the PMRT or its Sub-groups, and other substantive research reports, and
- Information/general documents - Documents which promulgate or disseminate information that is required by school education authorities and/or schools.

Protocols

1 Key principles

- 1.1 In general, 'publication' means online publication on the MCEETYA electronic website. Decisions about hard copy publication will be made on a case-by-case basis. Sub-groups will be required to justify hard copy publication in addition to online publication.
- 1.2 Documents for publication require the approval of all PMRT members. Where agreement does not exist, the PMRT Chair will decide whether to seek AESOC approval to publish. MCEETYA documents are automatically approved for publication.
- 1.3 In all cases, publication will occur only after all PMRT members have had the opportunity to comment on the suitability of the report for publication, and an agreed version of the document prepared.
- 1.4 Requests for publication will be assessed on a case-by-case basis against the criteria set out below.
- 1.5 Each publication will have a brief summary page to provide the reader with the context.
- 1.6 Publications will not permit the unauthorised identification of individual students or schools/institutions.

¹ Excludes the National Report on Schooling in Australia.

² Throughout this document it is assumed that where historical documents prepared by or for PMRT are referred to, this also encompasses documents prepared by or for NEPMT.

2 Criteria for publication

To be considered for publication, documents must meet all of the following criteria:

2.1 Research documents

The document:

- 2.1.1 is a substantial piece of quality research using sound methodology.
- 2.1.2 is accurate, well written and comprehensive.
- 2.1.3 is of general historical interest as a background document, helping to explain and illuminate decisions on national performance measurement issues taken by Ministers and/or the PMRT; and/or

is related to the current work of the PMRT and is of direct use to current PMRT members in addressing matters before PMRT or its Sub-groups or working parties.
- 2.1.4 has been accepted by the relevant Sub-group and/or the PMRT as a final document.
- 2.1.5 is such that publication would not pre-empt a decision under consideration.
- 2.1.6 has no sensitivities at the time of publication in relation to the work of the PMRT or its Sub-groups.

2.2 Information documents

The document:

- 2.2.1 is required for the development or implementation of an agreed measure, assessment program or definition.
- 2.2.2 is related to the current work of the PMRT and is of direct use to current PMRT members in addressing matters before PMRT or its Sub-groups or working parties, and/or school education authorities.
- 2.2.3 is accurate, well written and comprehensive.
- 2.2.4 has been accepted by the relevant Sub-group and/or the PMRT as a final document or is a document in draft form that needs to be made readily available to assist with work in progress.
- 2.2.5 is such that publication would not pre-empt a decision under consideration.
- 2.2.6 has no sensitivities at the time of publication in relation to the work of the PMRT or its Sub-groups.

3 Process

Sub-groups are responsible for:

- 3.1 identifying documents they wish to have considered for publication.

- 3.2 advising authors of intention to publish, seeking agreement to publish, but noting that publication would not generally occur against the express wishes of the authors.
- 3.3 preparing an assessment of the document against the criteria set out above.
- 3.4 preparing (if hard copy publication is requested) details of printing and distribution costs, details of funding source(s), and where print copies are to be held.
- 3.5 submitting the document to members of the PMRT, with the above assessment and information, for comment allowing a reasonable time for PMRT members' consideration and comment, with recommendation to publish decided at a full meeting of the PMRT.

The PMRT Secretariat is responsible for:

- 3.6 conducting an annual review of the online publications to ensure the appropriateness of each publication's continuing inclusion on the website.

4 Launches and media releases

- 4.1 Any media release to launch a report will be prepared by the Chair of PMRT (unless the Chair delegates this to another member of the Taskforce) and approved by the MCEETYA Chair through the MCEETYA Secretariat. All media releases will acknowledge funding by MCEETYA.

5 Dissemination

The PMRT Secretariat is responsible for:

- 5.1 advising jurisdictions (through AESOC members and members of the PMRT) that the document is available on the MCEETYA website.
- 5.2 nominating (in consultation with the relevant Sub-group) a contact person to respond to any queries concerning the report.

6 Confidentiality and FOI

- 6.1 Research and project reports are confidential documents whilst under development, with circulation limited to PMRT members and to appropriate officers within their organisations, unless otherwise directed by PMRT.
- 6.2 Responses to requests from individual jurisdictions under FOI legislation should be handled by that jurisdiction under the FOI requirements that apply in the relevant state or territory.
- 6.3 Requests to the MCEETYA Secretariat under FOI will be directed to the jurisdiction from which the FOI request originated.

7 Copyright and MCEETYA Endorsement

- 7.1 Copyright for documents to be published will be vested in MCEETYA, through its legal entity, the Curriculum Corporation.

7.2 All such documents should carry the following copyright statement:

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7.3 All reports should also carry the MCEETYA logo as a symbol of their funding by MCEETYA.

MCEETYA Performance Measurement and Reporting Taskforce (PMRT)
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