



Government of **Western Australia**
School Curriculum and Standards Authority



2024 Activities Schedule



Acknowledgement of Country

Kaya. The School Curriculum and Standards Authority (the Authority) acknowledges that our offices are on Whadjuk Noongar boodjar and that we deliver our services on the country of many traditional custodians and language groups throughout Western Australia. The Authority acknowledges the traditional custodians throughout Western Australia and their continuing connection to land, waters and community. We offer our respect to Elders past and present.

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Any resources such as texts, websites and so on that may be referred to in this document are provided as examples of resources that teachers can use to support their learning programs. Their inclusion does not imply that they are mandatory or that they are the only resources relevant to the course. Teachers must exercise their professional judgement as to the appropriateness of any they may wish to use.

Cover: Cheyne Tillier-Daly via Department of Education

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Key terms

Short form	Term
ATAR	Australian Tertiary Admission Rank
COAT	Common oral assessment task
DTWD	Department of Training and Workforce Development
EAA	Equitable Access Adjustment
EAL/D	English as an Additional Language or Dialect
ENCOS	Enrolments in courses or course units (file)
ENEND	Enrolments in endorsed programs (file)
ENSKILL	Enrolments in a DTWD funded VET skill set (file)
ENVET	Enrolments in vocational education and training (file)
ESQUAL	VET qualification estimates (file)
EST	Externally set tasks
NAPLAN	National Assessment Program – Literacy and Numeracy
OFCOS	Offerings in WACE courses (file)
OLNA	Online Literacy and Numeracy Assessment
RSEND	Results of endorsed programs (file)
RSQUAL	Achievements of VET qualification (file)
RSSKILL	Achievements of DTWD funded VET skill set (file)
RSUSKILL	Results of DTWD funded VET skill set units of competency (file)
RSVET	Results of VET unit of competency (file)
RTO	Registered training organisation
SCS	School Curriculum and Standards
SCSA / the Authority	the School Curriculum and Standards Authority
SIRS	Student Information Records System
SRGDG	Student registration and demographics (file)
SRMS	Student Records Management System
THREG	Teacher registration (file)
UoC	Unit of competency
USI	Unique student identifier
VET	Vocational education and training
WACE	Western Australian Certificate of Education
WASN	Western Australian student number
WASSA	Western Australian Statement of Student Achievement

2024 Activities Schedule

The information presented in this schedule relates to the activities associated with the collection of data for the School Curriculum and Standards Authority (the Authority). The School Curriculum and Standards (SCS) Division collects data on behalf of the Authority.

The dates in this schedule are coded by coloured icons.

- **Pink** ★ activities relate to or include primary schools.
- **Orange** ◆ dates are for items to be received by the Authority.
- **Blue** 💧 dates are for items to be available to or received by schools/providers.
- **Green** ▲ dates are significant to schools and the Authority.

A key to this information is included at the footer of each page. Dates are repeated where items are to be received by the Authority and schools/providers on the same day.

2024 school terms (teacher return and end dates)

Semester 1	
Term 1	Monday, 29 January – Thursday, 28 March
Break	Friday, 29 March – Sunday, 14 April
Term 2	Monday, 15 April – Friday, 28 June
Break	Saturday, 29 June – Sunday, 14 July
Semester 2	
Term 3	Monday, 15 July – Friday, 20 September
Break	Saturday, 21 September – Sunday, 6 October
Term 4	Monday, 7 October – Thursday, 12 December

These are the approved dates for public school teachers for the 2024 school year. Independent private schools, independent public schools and Catholic schools should be contacted directly for advice on term dates and student-free school development days.

Term weeks are indicated in this schedule on the basis of dates associated with student attendance.

Note: at the time of publication, activities and dates relating to the collection of achievements for Pre-primary to Year 10 have not been finalised.

Adjustments and contingencies

If any adjustments to processes in 2024 like those made in previous years are required, the Authority will provide advice for students, teachers, school leaders, parents/guardians/carers and the community through the Authority website and circulars.

We encourage everyone to stay up-to-date with our latest communications and resources as they become available.

- ★ Activities relate to or include primary schools
- ◆ Items to be received by the School Curriculum and Standards Authority
- 💧 Items to be available to or received by schools/providers
- ▲ Significant to schools and the School Curriculum and Standards Authority

Summer holidays

Friday, 5 January



Available to schools/providers in SIRS

- 2023 Year 12 statistical reports for courses, vocational education and training (VET) and endorsed programs.

Note: explanatory notes relating to these reports can be accessed from the Authority website <https://www.scsa.wa.edu.au/publications/reports/statistical-reports/school-comparison-statistics>.

Tuesday, 16 January

Received by schools/providers

- Information package for checking 2023 achievements for Years 10 and 11 students in courses, VET and endorsed programs.
- Registration and demographic requirement information for Kindergarten–Year 12 students at all schools. 
- Information package containing:
 - 2024 course offerings which includes the WACE courses declaration form, the VET declaration form (including VET industry specific courses) and the endorsed programs enrolment declaration form. These forms will be available for download in the 2024 Senior Secondary Forms Package via <https://www.scsa.wa.edu.au/forms/forms> until 28 March
 - school/provider contact update information. 

Wednesday, 24 January


Received by schools/providers

- Details of the small group moderation process for Year 12 ATAR courses (including the small group moderation partnership registration form).


Thursday, 25 January

Available to schools/providers in SIRS

- Online results from the Online Literacy and Numeracy Assessment (OLNA) 2023 Term 4 Window (Years 9 and 10 students).
- Student lists for the OLNA Term 1 Window (Years 11 and 12).

 Activities relate to or include primary schools

 Items to be received by the School Curriculum and Standards Authority

 Items to be available to or received by schools/providers


 Significant to schools and the School Curriculum and Standards Authority

Term 1

Week 1

Tuesday, 30 January

Due date for receipt by the Authority

- Completion of school/provider contact information in SIRS. 
- Completed WACE courses, VET and endorsed programs declaration forms.

Thursday, 1 February

Due date for upload into SIRS

- 2024 course offerings and estimated enrolments in courses (including VET industry specific course units) for Years 11 and 12 students (via **OFCOS** file).
Note: once schools have uploaded their course offerings, they are able to verify them in SIRS.

Thursday, 1 February

Received by schools/providers

- Application forms for Equitable Access Adjustments (EAAs) for ATAR course examination candidates with a disability (previously special examination arrangements).





Week 2


Thursday, 8 February

Last date for receipt by the Authority


- Completed small group moderation partnership registration form (for Year 12 groups with fewer than six ATAR course examination candidates).

Last date for upload into SIRS

- Initial 2024 registration and demographic information (via **SRGDG** file) for all students in Years 3, 5, 7 and 9 (required for NAPLAN) and Years 10–12 students (required for the OLN).
Note: OLN student lists become available as soon as registration and demographic information is uploaded. 
 - Initial 2024 registration and demographic information for all Kindergarten–Year 10 students where these students attend schools using Brightpath (via **SRGDG** file). 
 - Initial 2024 registration information for all teachers where students attend schools using Brightpath (via **THREG** file). 
- Note:
- registration and demographic information for Kindergarten, Pre-primary and Years 1, 2, 4, 6 and 8 are due to be uploaded by Thursday, 28 March, but this information may be uploaded at any time prior to this date 

 Activities relate to or include primary schools

 Items to be received by the School Curriculum and Standards Authority

 Items to be available to or received by schools/providers

 Significant to schools and the School Curriculum and Standards Authority

- updates to registration and demographic information should be uploaded into SIRS on a regular basis for the remainder of the year. ★

Thursday, 8 February 💧

Received by schools/providers

- Enrolment information for Years 11 and 12 students studying units in ATAR, General, Foundation, Preliminary and VET industry specific courses.
- Information for providing estimates of Years 10–12 students undertaking VET qualifications.

Friday, 9 February ◆

Last date for receipt by the Authority

- Requests from schools for adjustments relating to disability and EAL/D to students' tests for the OLN to be entered into the OLN Dashboard.
- Completed OLN declaration form.

Week 3

Thursday, 15 February ◆

Last date for receipt by the Authority

- Student achievement in course units declaration form (**other than Year 12**) for 2023 data.
- VET and/or endorsed programs achievement declaration form (**other than Year 12**) for 2023 data.

Note: schools **must** have received written evidence of RTO verification of student VET achievements before signing and submitting the VET and/or endorsed programs achievement declaration form.

Last date for upload into SIRS

- Changes to student achievement data (**other than Year 12**) for 2023 (via **RSCOS, RSEND, RSVET, RSQUAL, RSUSKILL** and **RSSKILL** files).

Note:

- only Department of Training and Workforce Development (DTWD) funded VET skill sets can be uploaded into SIRS
- after this date, this SIRS upload facility will be locked and it will not be possible to upload further changes
- where a student's U status is not amended by this date, the U will default to an E grade.

Friday, 16 February ▲

Transfer of registration and demographic information to Brightpath ★

SRGDG and **THREG** files are to be included in this transfer.

★ Activities relate to or include primary schools

◆ Items to be received by the School Curriculum and Standards Authority

💧 Items to be available to or received by schools/providers

▲ Significant to schools and the School Curriculum and Standards Authority

Week 4

Monday, 19 February

Available to schools/providers in SIRS

- OLNA student login details (Years 11 and 12).

Tuesday, 20 February

Last date for receipt by the Authority

- Applications for endorsement of school-developed and provider-developed programs.

Thursday, 22 February

Due date for upload into SIRS

- Enrolments for Years 11 and 12 students studying units in ATAR, General, Foundation, Preliminary and VET industry specific courses (via **ENCOS** file).

Note: once schools have uploaded their student enrolments, they are able to verify them in SIRS.

Friday, 23 February

Last date for receipt by the Authority

- Applications seeking permission for Year 9 students to have VET units of competency to be studied in 2024 contribute to their WACE.

Last date for student submission


- Online declarations for students wishing to apply for eligibility for the Year 12 ATAR EAL/D course.

Friday, 23 February


Final date for student transfers for **single Year 11 units** for Semester 1. See the *WACE Manual 2024* for further advice on student transfers.

Before this date, students are able to transfer between single course units, as they are likely to be able to complete the structured education program and complete sufficient assessment tasks to allow a grade to be assigned in the unit/s to which they are transferring.

After this date, students should not transfer from a single course unit of an ATAR, General or Foundation course for Semester 1.

 Activities relate to or include primary schools

 Items to be received by the School Curriculum and Standards Authority

 Items to be available to or received by schools/providers

 Significant to schools and the School Curriculum and Standards Authority

Week 5

Monday, 26 February ▲

Start of the OLNA Term 1 Window (Years 11 and 12 students)

Tuesday, 27 February ▲

Finish of the OLNA Term 1 Window writing component (Years 11 and 12 students)

Note: other components finish on Friday, 8 March.

Friday, 1 March ◆

Last date for receipt by the Authority

- Applications for WACE recognition of a VET accredited course.

Friday, 1 March ▲

Transfer of registration and demographic information to Brightpath ★

Updated **SRGDG** and **THREG** files were due into SIRS by Thursday, 29 February and are to be included in this transfer.

Week 6

Wednesday, 6 March ♠

Available on the Authority website

- *Year 12 Information Handbook 2024, Part I* available to view or download at <https://www.scsa.wa.edu.au/publications/year-12-information>.

Friday, 8 March ◆

Last date for receipt by the Authority

- Information on incidents for the OLNA Term 1 Window to be entered into the OLNA Dashboard.

Friday, 8 March ▲

Last date for teacher recommendations

- Verify and provide a recommendation on endorsement for Year 12 ATAR EAL/D student declarations submitted prior to and including Friday, 23 February.

Finish of the OLNA Term 1 Window numeracy and reading components (Years 11 and 12 students)

★ Activities relate to or include primary schools

◆ Items to be received by the School Curriculum and Standards Authority

♠ Items to be available to or received by schools/providers

▲ Significant to schools and the School Curriculum and Standards Authority

Week 7

Monday, 11 March

Received by schools/providers

- ATAR course examination accommodation forms.

Wednesday, 13 March to Monday, 25 March

Schools/providers to administer

- NAPLAN between Wednesday, 13 March and Monday, 25 March.

Note:

- consult the relevant handbook for Principals and NAPLAN coordinators for more details
- students testing in a non-school location will be advised of their schedule.

Friday, 15 March

Last date for principal endorsement

- Year 12 ATAR EAL/D student declarations submitted prior to and including Friday, 23 February.

Week 8

Wednesday, 20 March

Last date for receipt by the Authority

- Proposed ATAR course examination accommodation details.

Thursday, 21 March

Last date for receipt by the Authority

- Applications for Equitable Access Adjustments (EAAs) for candidates with a disability undertaking ATAR course examinations (previously special examination arrangements).

Friday, 22 March


Last date for receipt by the Authority

- Online review requests from students not endorsed by their Principal for eligibility approval to enrol in the Year 12 ATAR EAL/D course in 2024.


Friday, 22 March

Available to schools/providers on the Authority website

- Practical examination requirements for ATAR courses that have a practical component available at <https://senior-secondary.scsa.wa.edu.au/syllabus-and-support-materials>.

 Activities relate to or include primary schools

 Items to be received by the School Curriculum and Standards Authority

 Items to be available to or received by schools/providers

 Significant to schools and the School Curriculum and Standards Authority

Friday, 22 March ▲

Transfer of registration and demographic information to Brightpath ★

Updated **SRGDG** and **THREG** files were due into SIRS by Thursday, 21 March and are to be included in this transfer.

Week 9

Monday, 25 March 💧

Available to schools/providers in SIRS

- Online results from the OLNA Term 1 Window (Years 11 and 12).
- Updated student lists for the OLNA.

Thursday, 28 March ◆

Last date for receipt by the Authority

- New or updated requests from schools for adjustments relating to disability and EAL/D to students' tests for the OLNA to be entered into the OLNA Dashboard.
- Forms to request change of academic year (for students changing from Year 11 to Year 12 only).
Note: other changes between academic years can be requested up until Friday, 3 May.
- Enrolments as non-school candidates in ATAR course examinations.
Note: no further applications will be accepted after this date. An individual may enrol to sit an ATAR course examination as a non-school candidate in the event that the individual is:
 - seeking entry to university as a mature-age applicant, or
 - a student who has previously completed Year 12, or
 - a Year 12 student undertaking an Interstate Language course examination, or a Chinese: First Language course examination, or a Background Language course examination in French, German, Hindi, Italian, or Korean, where the course is not offered by the school, and the student is enrolled to sit at least three other ATAR course examinations as a school candidate in that year.
- Applications for permission to enrol in a WACE language course for students in Year 12 who have not previously applied.
Note: no further applications will be accepted after this date.

Last date for upload into SIRS

- Changes to enrolments in:
 - ATAR, General, Foundation, Preliminary and VET industry specific courses for Year 12 students (via **ENCOS** file)

★ Activities relate to or include primary schools

◆ Items to be received by the School Curriculum and Standards Authority

💧 Items to be available to or received by schools/providers

▲ Significant to schools and the School Curriculum and Standards Authority

- ATAR, General and Foundation courses (Units 3 and 4) for Year 11 students (via **ENCOS** file).

Note:

- after this date, this SIRS facility will be locked and no further changes (except withdrawals from these courses) will be accepted
- Year 12 students are able to withdraw from:
 - ATAR courses with practical examination components up until Thursday, 18 July
 - ATAR courses which do not have practical examination components up until Monday, 5 August
- Year 11 students are able to withdraw from:
 - ATAR courses (Units 3 and 4) with practical examination components up until Thursday, 18 July
 - ATAR courses (Units 3 and 4) which do not have practical examination components up until Monday, 5 August
- Year 12 students are able to withdraw from General, Foundation, Preliminary and VET industry specific courses up until Monday, 5 August.

Due date for upload into SIRS ★

- Registration and demographic information for all outstanding Kindergarten–Year 8 students (via **SRGDG** file).

★ Activities relate to or include primary schools

◆ Items to be received by the School Curriculum and Standards Authority

● Items to be available to or received by schools/providers

▲ Significant to schools and the School Curriculum and Standards Authority

Term 2

Week 1

Monday, 15 April 

Available to schools/providers in SIRS

- OLNA student login details (Years 10–12 students).

Week 2

Monday, 22 April 

Start of the OLNA Term 2 Window A (Years 10–12 students)

Tuesday, 23 April 

Finish of the OLNA Term 2 Window A writing component (Years 10–12 students)

Note: other components finish on Friday, 3 May.

Friday, 26 April 

Last date for receipt by the Authority

- Requests for changes to students' 2023 Western Australian Statement of Student Achievement (WASSA).

Friday, 26 April 

Received by schools/providers

- Printed copies of the Year 12 ATAR EAL/D course common oral assessment task (COAT) stimulus material.

Available to schools/providers in SIRS2

- Year 12 ATAR EAL/D course COAT preparation booklet template and the Western Australian student number (WASN) identification sheet for each student.

Week 3


Monday, 29 April 

Available to schools/providers in SIRS2


- Year 12 ATAR EAL/D course COAT marking key and marks collection form.

Received by schools/providers

- Information relating to the uploading of Year 12 ATAR EAL/D course COAT:
 - student marks
 - audiovisual files.

 Activities relate to or include primary schools

 Items to be received by the School Curriculum and Standards Authority

 Items to be available to or received by schools/providers

 Significant to schools and the School Curriculum and Standards Authority

Monday, 29 April to Friday, 24 May ▲

Schools/providers to administer

- Year 12 ATAR EAL/D course COAT.

Tuesday, 30 April 💧

Received by schools/providers

- Small group moderation partnership confirmation.

Wednesday, 1 May ◆

Last date for receipt by the Authority

- Applications for marking the externally set tasks (ESTs) and Year 12 ATAR EAL/D course COAT.
- Notification of whether schools are going to:
 - (a) scan and upload the Authority-selected EST scripts, or
 - (b) send the originals of Authority-selected EST scripts to the Authority.

Thursday, 2 May ◆

Last date for upload into SIRS

- VET qualification estimates for Years 10–12 students (via **ESQUAL** file).

Thursday, 2 May 💧

Received by schools/providers

- ATAR Music course practical examination information collection forms.
- ATAR Physical Education Studies course practical examination sport and skill level elective forms.

Friday, 3 May ◆

Last date for receipt by the Authority

- Forms to request to change academic year (other than changes from Year 11 to Year 12).
Note: the last date for changes to academic year from Year 11 to Year 12 was Thursday, 28 March. No further requests will be accepted after this date. ★
- Information on incidents for the OLNA Term 2 Window A to be entered into the OLNA Dashboard.

Final date for upload into SIRS

- Enrolments in year-long Year 11 courses (i.e. courses with codes starting with either AE, GE or FE) for Year 11 students (via **ENCOS** file).
Note:
 - after this date, this SIRS facility will be locked and no further changes (except withdrawals from these courses) will be accepted

★ Activities relate to or include primary schools

◆ Items to be received by the School Curriculum and Standards Authority

💧 Items to be available to or received by schools/providers

▲ Significant to schools and the School Curriculum and Standards Authority

- from this date, Year 11 students may only be enrolled into single units for Semester 2.

Friday, 3 May

Received by schools/providers

- Printed copies of the ESTs for Year 12 General and Foundation courses.

Friday, 3 May

Final date for student transfers between **pairs of Year 11 units** (E-code) in an ATAR, General or Foundation course. After this date, students will be unlikely to be able to complete the structured education program or complete sufficient assessment tasks to allow a grade to be assigned in the units to which they are transferring. After this date, students should not commence paired course units. See the *WACE Manual 2024* for further advice on Year 11 student transfers.

Finish of the OLN A Term 2 Window A numeracy and reading components (Years 10–12 students)

Transfer of registration and demographic information to Brightpath

Updated **SRGDG** and **THREG** files were due into SIRS by Thursday, 2 May and are to be included in this transfer.

Week 4

Monday, 6 May

Received by schools/providers

- Information relating to the uploading of the Authority-selected student EST scripts where schools have nominated to scan and upload.
- Information relating to the uploading of EST marks.

Available to schools/providers in SIRS2

- The marking keys and marks collection sheets for ESTs for Year 12 General and Foundation courses.

Monday, 6 May to Friday, 24 May


Schools/providers to administer

- The EST for each Year 12 General and Foundation course being delivered.


Friday, 10 May

Last date for receipt by the Authority

- Information on incidents for the OLN A Term 2 Window A to be entered into the OLN A Dashboard.

 Activities relate to or include primary schools

 Items to be received by the School Curriculum and Standards Authority

 Items to be available to or received by schools/providers

 Significant to schools and the School Curriculum and Standards Authority

Week 5

Tuesday, 14 May ◆

Last date for receipt by the Authority

- Overseas full fee-paying student declaration forms and payment (for schools in Western Australia only).

Week 6

Thursday, 23 May ◆

Last date for receipt by the Authority

- New or updated requests from schools for adjustments relating to disability and EAL/D to students' tests for the OLNA to be entered into the OLNA Dashboard.

Friday, 24 May ♠

Received by schools/providers

- Enrolment information for VET units of competency for Year 12 students.

Friday, 24 May ▲

Transfer of registration and demographic information to Brightpath ★

Updated **SRGDG** and **THREG** files were due into SIRS by Thursday, 23 May and are to be included in this transfer.

Week 7

Monday, 27 May ◆

Due date for upload into SIRS

- EST marks for students for Year 12 General and Foundation courses (via **RSEST** file).
- Year 12 ATAR EAL/D course COAT raw marks by criterion for each student enrolled in the course (via **RSCOT** file).

Wednesday, 29 May ◆

Last date for upload into SIRS2

- Year 12 ATAR EAL/D course COAT audiovisual files.

Wednesday, 29 May ♠

Available to schools/providers in SIRS

- Report listing students whose EST scripts must be sent or uploaded to the Authority for independent marking.

★ Activities relate to or include primary schools

◆ Items to be received by the School Curriculum and Standards Authority

♠ Items to be available to or received by schools/providers

▲ Significant to schools and the School Curriculum and Standards Authority

Week 8

Tuesday, 4 June 

Available to schools/providers in SIRS

- OLNA student login details (Years 10–12 students).
- Online results from the OLNA Term 2 Window A.
- Updated student lists for the OLNA.

Wednesday, 5 June 

Last date for receipt by the Authority

- Authority-selected EST scripts from schools that have opted to send them as original copies.

Wednesday, 5 June 

Available on the Authority website

- 2024 ATAR course examination timetables.

Thursday, 6 June 

Last date for receipt by the Authority

- Completed ATAR Music course practical examination information collection forms.
- Completed ATAR Physical Education Studies course practical examination sport and skill level elective forms.

Week 9

Monday, 10 June 

Available to students via the student portal and to schools/providers in the Student Records Management System (SRMS)

- Online applications for permission to enrol in a WACE language course in 2025 for study of Second, Background and First Language courses in any of the following languages: Chinese, French, German, Hindi, Indonesian, Italian, Japanese, Korean, Punjabi or Tamil.


Monday, 10 June 

Start of the OLNA Term 2 Window B (Years 10–12 students)


Tuesday, 11 June 

Finish of the OLNA Term 2 Window B writing component (Years 10–12 students)

Note: other components finish on Friday, 21 June.

 Activities relate to or include primary schools

 Items to be received by the School Curriculum and Standards Authority

 Items to be available to or received by schools/providers

 Significant to schools and the School Curriculum and Standards Authority

Thursday, 13 June

Available to schools/providers in SIRS

- ATAR Physical Education Studies course practical examination elective forms listing the sport and skill level in which the student is enrolled for the practical examination.

Friday, 14 June

Due date for upload into SIRS2

- Authority-selected EST scripts from schools that have opted to scan them.

Friday, 14 June

Transfer of registration and demographic information to Brightpath

Updated **SRGDG** and **THREG** files were due into SIRS by Thursday, 13 June and are to be included in this transfer.

Week 10

Wednesday, 19 June

Last date for receipt by the Authority

- Applications for marking the 2024 ATAR course written examinations.
- Applications for marking the 2024 ATAR course practical examinations.

Thursday, 20 June


Due date for upload into SIRS

- Enrolments in VET units of competency for Year 12 students (via **ENVET** and **ENSKILL** files).
Note:
 - only DTWD funded VET skill sets can be uploaded into SIRS
 - inclusion of the VET Unique Student Identifier (USI) is optional for enrolments, but is a requirement for achievement of VET qualifications and VET units of competency intended for contribution towards the WACE requirements
 - inclusion of the VET USI is optional for VET skill set enrolments, but is a requirement for recording of VET skill sets and related units of competency on the WASSA
 - skill sets do not contribute to the achievement of the WACE.


Friday, 21 June

Last date for receipt by the Authority

- Information on incidents for the OLN Term 2 Window B to be entered into the OLN Dashboard.

 Activities relate to or include primary schools

 Items to be received by the School Curriculum and Standards Authority

 Items to be available to or received by schools/providers

 Significant to schools and the School Curriculum and Standards Authority

Friday, 21 June ▲

Finish of the OLNA Term 2 Window B numeracy and reading components (Years 10–12 students)

Week 11

Tuesday, 25 June ▲

Recommended last date for student transfers for **single Year 11 units** for Semester 2. See the *WACE Manual 2024* for further advice on student transfers.

Before this date, students are able to transfer between single course units as they are likely to be able to complete the structured education program and complete sufficient assessment tasks to allow a grade to be assigned in the unit to which they are transferring.

After this date, students should not transfer from a single unit of an ATAR, General or Foundation course for Semester 2.

Thursday, 27 June ◆

Last date for receipt by the Authority

- New or updated requests from schools for adjustments relating to disability and EAL/D to students' tests for the OLNA to be entered into the OLNA Dashboard.

Friday, 28 June ◆

Last date for receipt by the Authority

- Changes to ATAR Physical Education Studies course practical examination sport and skill level in which candidates are to be examined.
- Changes to ATAR Music course practical examination instruments in which candidates are to be examined and their accompanists.
- Applications to sit ATAR course examinations outside of Western Australia.

Friday, 28 June ♠

Available to schools/providers in SIRS

- Student nominations (via online form) for the 2024 VET Awards.

★ Activities relate to or include primary schools

◆ Items to be received by the School Curriculum and Standards Authority

♠ Items to be available to or received by schools/providers

▲ Significant to schools and the School Curriculum and Standards Authority

Term 3

Week 1

Monday, 15 July

Available to schools/providers in SIRS

- OLNA student login details (Years 10–12 students).
- Online results from the OLNA Term 2 Window B.
- Updated student lists for the OLNA.

Wednesday, 17 July

Available on the Authority website

- *Year 12 Information Handbook 2024, Part II* available to view or download at <https://www.scsa.wa.edu.au/publications/year-12-information>.

Thursday, 18 July

Last date for upload into SIRS

- Withdrawal of enrolment from ATAR courses with a practical examination component for Year 12 students (via **ENCOS** file).

Friday, 19 July

Due date for upload into SIRS

- Achievements for Years 11 and 12 students enrolled in semester courses who have transferred schools between Terms 2 and 3 (via **RSCOS** file).
Note: this upload is optional for Years 11 and 12 students who are continuing their enrolments at the same school.

Friday, 19 July

Received by schools/providers


- Enrolment information for VET units of competency for Years 10 and 11 students.
- Enrolment information for endorsed programs for Years 10–12 students.

Week 2


Monday, 22 July

Received by schools/providers

- ATAR Visual Arts course practical (production) examination submission categories data form.

 Activities relate to or include primary schools

 Items to be received by the School Curriculum and Standards Authority

 Items to be available to or received by schools/providers

 Significant to schools and the School Curriculum and Standards Authority

Monday, 22 July ▲

Start of the OLNA Term 3 Window A (Years 10–12 students)

Tuesday, 23 July ▲

Finish of the OLNA Term 3 Window A writing component (Years 10–12 students)

Note: other components finish on Friday, 2 August.

Wednesday, 24 July ◆

Last date for receipt by the Authority

- Completed applications for alternative format ATAR course practical (performance) examinations.
- Completed online student applications for permission to enrol in a WACE language course in **2025** (for schools commencing the 2025 school year in Term 4 of 2024) for the study of Second, Background and First Language courses in any of the following languages: Chinese, French, German, Hindi, Indonesian, Italian, Japanese, Korean, Punjabi or Tamil.

Friday, 26 July ▲

Transfer of registration and demographic information to Brightpath ★

Updated **SRGDG** and **THREG** files were due into SIRS by Thursday, 25 July and are to be included in this transfer.

Week 3

Wednesday, 31 July ◆

Last date for receipt by the Authority

- Completed ATAR Visual Arts course practical (production) examination submission categories data form.

Friday, 2 August ◆

Last date for receipt by the Authority

- Information on incidents for the OLNA Term 3 Window A to be entered into the OLNA Dashboard.

Friday, 2 August ♠

Received by schools/providers

- Information on submission of proposed grade distributions for:
 - Year 12 students enrolled in Year 11 and/or Year 12 ATAR, General and Foundation courses
 - Year 11 students enrolled in Year 12 ATAR courses (Units 3 and 4).Note: does not apply to VET industry specific courses or Preliminary course units.

★ Activities relate to or include primary schools

◆ Items to be received by the School Curriculum and Standards Authority

♠ Items to be available to or received by schools/providers

▲ Significant to schools and the School Curriculum and Standards Authority

Friday, 2 August ▲

Finish of the OLNA Term 3 Window A numeracy and reading components (Years 10–12 students)

Week 4

Monday, 5 August ◆

Last date for upload into SIRS

- Withdrawal of enrolment from ATAR courses without a practical examination component for Year 12 students (via **ENCOS** file).
- Withdrawal of enrolment from General, Foundation, Preliminary and VET industry specific courses for Year 12 students (via **ENCOS** file).

Note:

- the last date for changes to enrolments (except withdrawals) in ATAR, General, Foundation, Preliminary and VET industry specific courses for Year 12 students was Thursday, 28 March
- the last date for withdrawal of enrolment from ATAR courses with a practical examination component for Year 12 students was Thursday, 18 July.

Wednesday, 7 August ◆

Last date for upload into SIRS

- Update of 2024 registration and demographic information for Years 10–12 students (via **SRGDG** file)

Note: required for the OLNA attendance registers and password generation).

Thursday, 8 August ◆

Last date for receipt by the Authority

- Final changes for enrolments in VET industry specific course units for Year 11 students (via **ENCOS** file).

Due date for upload into SIRS

- Enrolments in VET units of competency for Years 10 and 11 students (via **ENVET** and **ENSKILL** file).

Note:

- only DTWD funded VET skill sets can be uploaded into SIRS
- inclusion of the VET USI is optional for enrolments, but is a requirement for achievement of VET qualifications and VET units of competency intended for contribution towards the WACE requirements
- inclusion of the VET USI is optional for VET skill set enrolments, but is a requirement for recording of VET skill sets and related units of competency on the WASSA
- skill sets do not contribute to the achievement of the WACE.

★ Activities relate to or include primary schools

◆ Items to be received by the School Curriculum and Standards Authority

● Items to be available to or received by schools/providers

▲ Significant to schools and the School Curriculum and Standards Authority

- Enrolments in endorsed programs for Years 10–12 students (via **ENEND** file).

Final date for upload into SIRS

- Enrolments in single Year 11 units for Semester 2 for Year 11 students (via **ENCOS** file).

Note:

- after this date, this SIRS facility will be locked and no further changes (except withdrawals from these courses) will be accepted.
- when changing a student’s enrolment from a pair of units to a single unit for Semester 1, the school is required to provide a mark and a grade for the Semester 1 course unit and enrol the student in a single unit of another course for Semester 2.

Friday, 9 August

Available to schools/providers in SIRS

- Feedback reports for ESTs.
- Feedback reports for Year 12 ATAR EAL/D course COAT.

Week 5

Monday, 12 August

Last date for receipt by the Authority

- Changes to Visual Arts artwork categories.

Tuesday, 13 August

Available to schools/providers in SIRS

- Confirmation of 2024 ATAR course written examination accommodation arrangements.

Thursday, 15 August


Last date for receipt by the Authority

- New or updated requests from schools for adjustments relating to disability and EAL/D to students’ tests for the OLNA Term 3 Window B to be entered into the OLNA Dashboard.


Friday, 16 August

Transfer of registration and demographic information to Brightpath

Updated **SRGDG** and **THREG** files were due into SIRS by Thursday, 15 August and are to be included in this transfer.

 Activities relate to or include primary schools

 Items to be received by the School Curriculum and Standards Authority

 Items to be available to or received by schools/providers

 Significant to schools and the School Curriculum and Standards Authority

Week 6

Thursday, 22 August ◆

Last date for receipt by the Authority

- Online completion of all Year 12 student declaration and permission details relating to the release of personal information, use of school work and ATAR examination responses in the student portal.

Note:

- schools should advise students that all their answers will revert to 'no' if they do not complete this by Thursday, 22 August. If the student is subsequently an award recipient in December, their name will not be published
- schools can access information in SIRS report *CSE058* that indicates which students are yet to complete the student declaration and permission details.

Friday, 23 August ◆

Last date for receipt by the Authority

- Completed online student applications for permission to enrol in a WACE language course in **2025** (for schools commencing the 2025 school year in Term 1 of 2025) for the study of Second, Background and First Language courses in any of the following languages: Chinese, French, German, Hindi, Indonesian, Italian, Japanese, Korean, Punjabi or Tamil.

Friday, 23 August ♀

Available on the Authority website

- Front covers of the ATAR course examinations available at <https://senior-secondary.scsa.wa.edu.au/assessment/examinations>.

Received by schools/providers

- ATAR Dance course written examination stimulus materials.

Week 7

Monday, 26 August ◆

Last date for upload into SIRS

- Student nominations (via online form) for the 2024 VET Awards by 4.30 pm.
Note: late or proforma nominations will not be accepted.

★ Activities relate to or include primary schools

◆ Items to be received by the School Curriculum and Standards Authority

♀ Items to be available to or received by schools/providers

▲ Significant to schools and the School Curriculum and Standards Authority

Monday, 26 August

Available to schools/providers in SIRS

- OLNA student login details (Years 10–12 students).
- Online results from the OLNA Term 3 Window A.
- Updated student lists for the OLNA.

Thursday, 29 August

Last date to enter into SIRS

- Proposed grade distributions for:
 - Year 12 students enrolled in Year 11 and/or Year 12 ATAR, General and Foundation courses
 - Year 11 students enrolled in Year 12 ATAR courses (Units 3 and 4).

Note: does not apply to VET industry specific courses or Preliminary course units.

Week 8

Monday, 2 September

Start of the OLNA Term 3 Window B (Years 10–12 students)

Tuesday, 3 September

Available to schools/providers in SIRS

- Personalised examination timetables for the ATAR course practical and written examinations.

Note:

- schools/providers can download timetables from SIRS
- students can access their personalised examination timetables via the Authority's student portal at <https://studentportal.scsa.wa.edu.au>.

Tuesday, 3 September


Finish of the OLNA Term 3 Window B writing component (Years 10–12 students)

Note: other components finish on Friday, 13 September.


Friday, 6 September

Transfer of registration and demographic information to Brightpath

Updated **SRGDG** and **THREG** files were due into SIRS by Thursday, 5 September and are to be included in this transfer.

 Activities relate to or include primary schools

 Items to be received by the School Curriculum and Standards Authority

 Items to be available to or received by schools/providers

 Significant to schools and the School Curriculum and Standards Authority

Week 9

Tuesday, 10 September

Received by schools/providers

- Practical ATAR course examination submission information for Design, Materials Design and Technology, Media Production and Analysis, Music and Visual Arts.

Friday, 13 September

Last date for receipt by the Authority

- Information on incidents for the OLNA Term 3 Window B to be entered into the OLNA Dashboard.

Friday, 13 September

Finish of the OLNA Term 3 Window B numeracy and reading components (Years 10–12 students)

Available on the Authority website

- Sickness/misadventure application form for ATAR course examination candidates.

Week 10

Tuesday, 17 September

Last date for receipt by the Authority

- Design portfolio practical examination submissions.
- Materials Design and Technology portfolio practical examination submissions.
- Media Production and Analysis production practical examination submissions.
- Music composition portfolio practical examination submissions.
- Visual Arts production practical examination submissions.

Wednesday, 18 September


Last date for receipt by the Authority

- French, German, Hindi, Italian and Korean Background Languages personal investigation interview sheet examination submissions.


Thursday, 19 September

Last date for receipt by the Authority

- Requests from students for adjustments relating to disability and EAL/D to Years 9 and 10 students' tests (new or updated) for the OLNA Term 4 Window to be entered into the OLNA Dashboard.

 Activities relate to or include primary schools

 Items to be received by the School Curriculum and Standards Authority

 Items to be available to or received by schools/providers

 Significant to schools and the School Curriculum and Standards Authority

Friday, 20 September 





Available on the Authority website

- The Unit 3 content on which the EST for each Year 12 General and Foundation course will be based in 2024 at <https://senior-secondary.scsa.wa.edu.au/assessment/externally-set-tasks>.
- The Unit 3 contexts on which the Year 12 ATAR EAL/D course COAT will be based in 2025 (webpage available in 2024).

Term break

Saturday, 21 September to Sunday, 29 September (Saturdays, Sundays and the public holiday included) 

ATAR course practical examinations for Aviation, Dance, Drama, Music and Physical Education Studies.

-  Activities relate to or include primary schools
-  Items to be received by the School Curriculum and Standards Authority
-  Items to be available to or received by schools/providers
-  Significant to schools and the School Curriculum and Standards Authority

Term 4

Week 1

Monday, 7 October

Received by schools/providers

- Information about collecting achievement data for:
 - Year 12 students for courses (ATAR, General, Foundation, Preliminary and VET industry specific), VET qualifications, VET units of competency, DTWD funded VET skill sets and endorsed programs
 - non-Year 12 students sitting one or more ATAR course examinations.

Available to schools/providers in SIRS

- Authority feedback on proposed grade distributions for:
 - Year 12 students enrolled in Year 11 and/or Year 12 ATAR, General and Foundation courses
 - Year 11 students enrolled in Year 12 ATAR courses (Units 3 and 4).

Note: does not apply to VET industry specific courses or Preliminary course units.
- Online results from the OLN A Term 3 Window B (Years 10–12 students).
- Updated student lists for the OLN A.

Monday, 7 October and Tuesday, 8 October

Collection by schools/providers

- Visual Arts production examination submissions.

Wednesday, 9 October

Collection by schools/providers

- Design portfolios, Media Production and Analysis productions, Music composition portfolios and Materials Design and Technology portfolios.

Wednesday, 9 October

Start of student interviews for the School Curriculum and Standards Authority's 2024 VET Awards.

Saturday, 12 October to Sunday, 20 October (Saturdays and Sundays included)

ATAR course practical examinations for Chinese: Second Language, French: Background Language, French: Second Language, German: Background Language, German: Second Language, Hindi: Background Language, Hindi: Second Language, Indonesian: Second Language, Italian: Background Language, Italian: Second Language, Japanese: Second Language, Korean: Background Language, Korean: Second Language.

Week 2

Monday, 14 October

Available to schools/providers in SIRS

- OLNA student login details for the OLNA Term 4 Window (Years 9 and 10).

Thursday, 17 October

Last date for receipt by the Authority

- Small group moderation partnership declarations.

Friday, 18 October

Last date for schools/providers to inform students in writing of their grades and school marks for all courses studied in Year 12.

Transfer of registration and demographic information to Brightpath

Updated **SRGDG** and **THREG** files were due into SIRS by Thursday, 17 October and are to be included in this transfer.

Sunday, 20 October

Finish of the ATAR course practical examinations

Week 3

Monday, 21 October

Start of the OLNA Term 4 Window (Years 9 and 10 students)

Tuesday, 22 October


Finish of the OLNA Term 4 Window writing component (Years 9 and 10 students)

Note: other components finish on Friday, 1 November.


Wednesday, 23 October

Available to schools/providers in SIRS

- Reports listing achievement data in all ATAR, General, Foundation, Preliminary and VET industry specific courses, VET units of competency, VET qualifications, DTWD funded VET skill sets and endorsed programs.

 Activities relate to or include primary schools

 Items to be received by the School Curriculum and Standards Authority

 Items to be available to or received by schools/providers

 Significant to schools and the School Curriculum and Standards Authority

Received by schools/providers

- Information about collecting achievement data for:
 - Year 11 students enrolled in ATAR, General, Foundation, Preliminary and VET industry specific courses
 - Years 10 and 11 students studying VET qualifications, VET units of competency and endorsed programs.

Thursday, 24 October ◆

Last date for receipt by the Authority

- Completed sickness/misadventure application forms for ATAR course practical examinations.

Due date for upload into SIRS

- Year 12 achievement data in all ATAR, General, Foundation and Preliminary courses completed during the year (via **RSCOS** file).
Note: SIRS automatically allocates an achievement descriptor (completed or unfinished) for VET industry specific course units once full or partial requirements have been met.
- Year 12 achievement data in VET units of competency (via **RSVET** file).
Note: the VET USI is a requirement for achievement intended for contribution towards the WACE requirements.
- Year 12 achievement data in VET qualifications (via **RSQUAL** file).
Note: the VET USI is a requirement for achievement intended for contribution towards the WACE requirements.
- Year 12 achievement data in endorsed programs (via **RSEND** file).
- Achievements for non-Year 12 students enrolled to sit one or more ATAR course examinations (via **RSCOS** file).
- Year 12 achievement data in DTWD funded VET skill set units of competency (via **RSUSKILL**).
- Year 12 achievement data for completed DTWD funded VET skill sets (via **RSSKILL**).

Friday, 25 October ◆

Last date for receipt by the Authority

- Student appeals against school assessment in courses studied in Year 12.

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- ★ Activities relate to or include primary schools
 - ◆ Items to be received by the School Curriculum and Standards Authority
 - Items to be available to or received by schools/providers
 - ▲ Significant to schools and the School Curriculum and Standards Authority

Week 4

Monday, 28 October ▲

Start of the ATAR course written examinations

Friday, 1 November ◆

Last date for receipt by the Authority

- Information on incidents for the OLNA Term 4 Window (Year 9) to be entered into the OLNA Dashboard. Results will be available late in January 2025.
- Student appeals against languages enrolment determinations for enrolment in **2025**.

Friday, 1 November 💧

Received by schools/providers

- Information package for checking Year 12 achievements in ATAR, General, Foundation, Preliminary and VET industry specific courses, VET units of competency, VET qualifications, DTWD funded VET skill sets and endorsed programs.
- Year 12 student achievement declaration form.
- Year 12 VET and/or endorsed programs achievement declaration form.

Friday, 1 November ▲

Finish of the OLNA Term 4 Window numeracy and reading components (Years 9 and 10 students)

Week 5

Friday, 8 November ◆

Last date for receipt by the Authority

- Year 12 student achievement declaration form.
- Year 12 VET and/or endorsed programs achievement declaration form.
Note: schools **must** have received written evidence of RTO verification of student VET achievements before signing and submitting the VET and/or endorsed programs achievement declaration form.

Last date for upload into SIRS

- Changes to 2024 Year 12 student achievement data (via **RSCOS** file).
Note: after this date, this SIRS facility will be locked and it will not be possible to upload further changes (except for changes to Year 12 student VET and/or endorsed programs achievement data). Changes to Year 12 student VET achievement data can be made up until Tuesday, 19 November.

★ Activities relate to or include primary schools

◆ Items to be received by the School Curriculum and Standards Authority

💧 Items to be available to or received by schools/providers

▲ Significant to schools and the School Curriculum and Standards Authority

- Final registration and demographic information for Year 12 students (including total number of community service hours completed, if being reported by the school) (via **SRGDG** file).

Note: after this date, this SIRS facility will be locked and it will not be possible to upload further changes.

Friday, 8 November ▲

Transfer of registration and demographic information to Brightpath ★

Updated **SRGDG** and **THREG** files were due into SIRS by Thursday, 7 November and are to be included in this transfer.

Week 6

Thursday, 14 November ◆

Last date for receipt by the Authority

- Applications seeking permission for Year 10 students in 2026 (Year 8 in 2024), who are part of a specialist program (i.e. gifted and talented) or are accelerated language students, to have achievements in ATAR Units 1 and 2 contribute towards meeting the WACE requirements.

Friday, 15 November ▲

Scheduled finish of the ATAR course written examinations

Week 7

Tuesday, 19 November ◆

Last date for receipt by the Authority

- Completed sickness/misadventure application forms for ATAR course written examinations.

Last date for upload into SIRS

- Changes to 2024 Year 12 student VET and/or endorsed programs achievement data (via **RSEND**, **RSVET**, **RSQUAL**, **RSUSKILL** and **RSSKILL** files).

Note:

- only DTWD funded VET skill sets can be uploaded into SIRS
- after this date, this SIRS facility will be locked and it will not be possible to upload further changes.

Week 8

Tuesday, 26 November ▲

Student interviews for the Beazley Medal: VET.

★ Activities relate to or include primary schools


◆ Items to be received by the School Curriculum and Standards Authority

● Items to be available to or received by schools/providers

▲ Significant to schools and the School Curriculum and Standards Authority

Thursday, 28 November

Due date for upload into SIRS

- Final registration and demographic information for Kindergarten–Year 11 students (via **SRGDG** file). 

Friday, 29 November

Transfer of registration and demographic information to Brightpath

Updated **SRGDG** and **THREG** files were due into SIRS by Thursday, 28 November and are to be included in this transfer.

Week 9

Thursday, 5 December

Due date for receipt by the Authority

- Applications seeking permission for Year 9 students in 2024 to have VET units of competency to be studied in **2025** contribute to their WACE.


Due date for upload into SIRS

- Year 11 achievement data for ATAR, General, Foundation and Preliminary courses data (via **RSCOS** file).
- Years 10 and 11 achievement data for VET units of competency, VET qualifications, DTWD funded VET skill sets and endorsed programs (via **RSEND**, **RSVET**, **RSQUAL**, **RSUSKILL** and **RSSKILL** files).

Note:

- SIRS automatically allocates a grade for VET industry specific course units once full or partial requirements have been met
- the VET USI is a requirement for achievement intended for contribution towards the WACE requirements.


Last date for upload of changes into SIRS

- Final registration and demographic information for Kindergarten–Year 11 students (via **SRGDG** file). 


Note: after this date, this SIRS facility will be locked and it will not be possible to upload further changes.

Friday, 6 December

Last date for schools/providers to inform students in writing of their grades and school marks in all courses studied in Year 11.

 Activities relate to or include primary schools

 Items to be received by the School Curriculum and Standards Authority

 Items to be available to or received by schools/providers

 Significant to schools and the School Curriculum and Standards Authority

Week 10

Thursday, 12 December

Last date for receipt by the Authority

- Student appeals against school assessment in courses studied in Year 11 in 2024.

Summer holidays

December – date to be confirmed

Year 12 students' results available online via the Authority's student portal.

January 2025


Western Australian Certificate of Education (WACE), ATAR course reports, Western Australian Statement of Student Achievement (WASSA) and award certificates for Year 12 students available online via the Authority's student portal.

2025 term dates


Preliminary dates only: to be confirmed.

Dates for primary and secondary students (not teachers) in public schools in Western Australia. All dates are inclusive.

Semester 1	
Term 1	Wednesday, 5 February – Friday, 11 April
Break	Saturday, 12 April – Sunday, 27 April
Term 2	Monday, 28 April – Friday, 4 July
Break	Saturday, 5 July – Sunday, 20 July
Semester 2	
Term 3	Monday, 21 July – Friday, 26 September
Break	Saturday, 27 September – Sunday, 12 October
Term 4	Monday, 13 October – Thursday, 18 December

 Activities relate to or include primary schools

 Items to be received by the School Curriculum and Standards Authority

 Items to be available to or received by schools/providers

 Significant to schools and the School Curriculum and Standards Authority

