

Student Records Management System News for all schools

October 2022

The School Curriculum and Standards Authority (the Authority) has been developing the Student Records Management System (SRMS) to manage all Kindergarten to Year 12 (K–12) student records in Western Australian schools. The SRMS is the new interface for schools to view their data that has been uploaded to the Student Information Records System (SIRS).

Since 2019, we have been progressively releasing modules of the SRMS, including the student portal, the dashboard, and online applications for ATAR English as an Additional Language or Dialect (EAL/D) eligibility, WACE language course enrolment, and Year 11 equivalent studies.

The dashboard is an interactive monitoring tool that allows schools to track their K–12 student records. Using the dashboard in the SRMS portal, primary schools are able to view their registrations, and secondary schools can see the real-time status of their registrations, offerings, enrolments, and Year 11 and Year 12 achievements that have been uploaded to SIRS, and those that are missing.

Students have been successfully completing online applications for ATAR EAL/D eligibility and WACE language course enrolment in the student portal and schools have been processing them in the SRMS. We trust that the introduction of the dashboard and online, paperless applications has helped to reduce your administrative workload.

Pre-primary to Year 10 achievements collection module

The next module for implementation will be the collection of Pre-primary to Year 10 (P–10) achievements. To date, SIRS has only been able to collect Year 11 and Year 12 achievements, whereas the SRMS will also have the capacity to collect P–10 achievements, as required by the *School Curriculum and Standards Authority Act 1997*.

Over the past few years, the Authority has been communicating to schools through the *Roadshow* and circulars about the impending collection of P–10 achievements. However, due to COVID-19 pandemic-related delays and other pressures on schools, we have decided that the P–10 achievements collection should commence at the end of 2023 and beginning of 2024.

P–10 achievements collection pilot

Department and CEWA schools

The Authority has been working with the software developers at the Department of Education Western Australia (the Department) and Catholic Education Western Australia (CEWA), to set up a system/sector-level collection of P–10 achievements, to reduce the workload for the Department and CEWA schools. We have conducted a pilot of some system/sector-level P–10 achievements data.

Independent schools

In late-2021, the Authority invited independent schools with students in Pre-primary, Year 1 and Year 2 to complete the *SRMS P–10 achievements collection* questionnaire. Thank you to the schools that assisted us by completing this questionnaire with your achievement descriptors. Thank you also to the schools that took part in the pilot upload of P–10 achievements in the test SRMS. Your participation continues to help us to refine the data upload process and create the relevant reports.

P–10 achievements collection trial

Department and CEWA schools

From late December 2022 to February 2023, we will continue a trial of the system/sector-level upload of all the Department and CEWA data. Schools will upload their P–10 achievements to their respective information technology systems (for example, Reporting to Parents, Civica MAZE, SEQTA, etc.) as usual and this will be uploaded to the test SRMS.

Independent schools

At the same time, we will continue a trial with independent schools on an optional basis. We invite the pilot schools to continue to assist us, and other schools to opt in to the trial. Trial schools will email their P–10 achievements files to the Authority, and we will upload these to the test SRMS. We will provide a trial user guide to help you prepare your achievements files.

This trial will allow us to further enhance the collection process and refine the missing achievements reports before implementation of the module at the end of 2023 and start of 2024.

P–10 achievements resources

The [Pre-primary to Year 10: Teaching, Assessing and Reporting Policy](https://k10outline.scsa.wa.edu.au/home/policy/teaching-assessing-and-reporting-policy) (<https://k10outline.scsa.wa.edu.au/home/policy/teaching-assessing-and-reporting-policy>) sets out the minimum mandatory requirements for curriculum planning, assessment and reporting on student achievement.

The development of the SRMS has required that we establish learning area and context codes, which will now be the standard required for use across all Western Australian schools to facilitate data uploads. This is similar to the course codes and endorsed program codes used for senior secondary.

Please refer to the following resources on the [Authority website](https://scsa.wa.edu.au/sirs-and-srms-info/srms-information/pre-primary-to-year-10-achievements-collection) (<https://scsa.wa.edu.au/sirs-and-srms-info/srms-information/pre-primary-to-year-10-achievements-collection>):

- *Pre-primary to Year 10: Teaching, Assessing and Reporting Policy* – outlines the reporting requirements for Years P–10.
- *Learning Area Codes for Years P–10* – the new Learning Area Codes for each of the eight Learning Areas for Years P–10.
- *Explanatory Notes* – explanatory notes about the Learning Area Codes, grades and achievement descriptors for reporting achievements for Years P–10.
- *CSV File Format P–10 Achievements* – description of field names and lengths for file uploads.

Questions

If you have any questions or would like to take part in the independent schools P–10 achievements trial, please email srms@scsa.wa.edu.au.