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| **Stage 1 Learning and Assessment Plans**  |

**Frequently Asked Questions**

The following frequently asked questions are designed to answer questions about Stage 1 pre-approved and school-developed learning and assessment plans (LAPs).

**Stage 1 learning and assessment plans do not need to be submitted to the SACE Board for approval. Plans are approved by the school principal or principal’s delegate and kept in the school. Plans for Stage 1 compulsory subjects are submitted with moderation materials when required.**

**Stage 1 pre-approved LAPs**

Pre-approved Stage 1 learning and assessment plans are available online for all Stage 1 subjects.

1. Do I have to use the pre-approved LAPs ?
	* Teachers can use pre-approved LAPs, develop their own LAPs, or use a mixture of pre-approved and school-developed LAPs. The decision is up to you.
2. How many changes can I make to a pre-approved LAP?
	* You can make as many changes as you require to any pre-approved LAPs that are held in your school. Please ensure that all changes meet the specifications of the current year subject outline. Changes should be approved by the principal or principal’s delegate, recorded on the addendum and retained in your school. You do not need to send the plan to the SACE Board for approval. If your subject is required at moderation (English and mathematics subjects, and PLP), please ensure that the approved LAP is submitted with the moderation package.
3. How many LAPs can my school use?
	* There is no limit to the number of different LAPs that are used for SACE subjects. Stage 1 pre-approved and school-developed LAPs are ***not*** submitted to the SACE Board.
4. Does the SACE Board need to know which LAPs the school is using?
	* No. The development and management of Stage 1 LAPs is the school’s responsibility. Your SACE coordinator will advise you of the processes your school has for recording the LAPs used by classes.

**Stage 1 school-developed LAPs**

1. How do I know if the school has a school-developed LAP for my Stage 1 subject?
	* Your SACE coordinator will be able to tell you if the school has an approved LAP for the subject code and length (10 or 20 credits).
2. Do I need to submit my Stage 1 school-developed LAP to the SACE Board for approval?
	* No. Schools are responsible for checking that school-developed LAPs meet the current year subject outline specifications.
3. We have more than one class in my subject at my school and I want to develop a different LAP from my colleague, can I do this?
	* Yes. As long as you write the LAP to the specifications of the current year subject outline. Additional plans should be approved by the principal or principal’s delegate and kept in your school.
4. Can I change my LAP after I have started teaching with it?
	* Yes. Any changes to your LAP can be recorded on the addendum section of the plan. Changes must meet the specifications of the subject outline, be endorsed by the principal or principal’s delegate, and retained in your school.
5. Does each task in an assessment type have to assess all of the assessment design criteria listed for that assessment type?
	* Where students are completing more than one task in an assessment type you might choose to focus on different criteria in different tasks, depending on the nature of the assessment type and your teaching program. Please refer to the current year subject outline to ensure that students have an opportunity to be assessed at least once for all identified assessment design criteria for each assessment type.
6. How many assessment design criteria do I have to assess in a task?
	* The assessment design criteria to be assessed for each assessment type are identified in the current year subject outline. Each task in the assessment type should address one or more specific features of the assessment design criteria for that assessment type.
7. I am teaching a Modified SACE subject to a class of students who have met the eligibility criteria for Modified subjects. The learning needs for some of my students have changed. Can I alter their personal learning goals?
	* Yes. Use the Addendum section to record changes to personal learning goals.
8. In responding to the needs of my students, I wish to reduce the number of assessment tasks in my LAP. Can I do this?
	* As long as the reduction in tasks aligns with the minimum number of tasks for the subject overall and the minimum number of tasks required for each assessment type. The number of tasks is prescribed in the current year subject outline.