

## FOI ACKNOWLEDGEMENT LETTER

9

November 2015

Our ref: F13/567-24

Ms Kylie Smith

**Right to Know website:**

**([https://www.righttoknow.org.au/request/names\\_of\\_schools\\_what\\_got\\_tested](https://www.righttoknow.org.au/request/names_of_schools_what_got_tested))**

Dear Ms Smith

### **Your Freedom of Information Request**

I refer to your posting on the Right to Know website on Thursday, 29 October 2015 to the Australian Curriculum, Assessment and Reporting Authority (**ACARA**), which ACARA received on the same date, seeking access to documents under the Freedom of Information Act 1982 (Commonwealth) (**FOI Act**).

I confirm your request is for:

*"Please can you give me a copy of a document that shows the names of all the schools what got tested in 2015 or else a copy of a document that shows the names of all the schools that are going to be on My School next year".*

This letter formally acknowledges receipt of your request, as required by s15(5)(a) of the FOI Act. Information on the processing of your request is set out below. I am an authorised decision-maker under section 23 of the FOI Act.

### **Timeframe for providing you with our decision**

The statutory timeframe for processing a request is 30 days after the day on which the request is received. This timeframe may be extended where:

- I need to negotiate with you on the final scope or wording of your request in circumstances where I am unable to process your request in its original form;
- charges are levied as prescribed by the Freedom of Information (Charges) Regulations 1982 [Regulations] (see charges below); or
- consultation with third parties is necessary (see consultation with third parties below).

### **Charges**

Agencies may decide that an Applicant is liable to pay a charge in respect of a request for access to documents. These charges are set by the Regulations and are for search and retrieval of documents, decision making and provision of access (for example, copying and postage).

If ACARA decides to charge you in respect of this FOI request, I will send you a preliminary assessment of the charges as soon as possible following retrieval of any documents that may be relevant to your request.

Please note that under changes to the FOI Act from 1 November 2010 no application fee applies.

### **Consultation with third parties**

ACARA may be required under the FOI Act to consult other parties (third parties) where information relating to third parties arises in documents sought by your request. The Act prescribes a further 30 days processing time for ACARA to undertake this consultation.

### **Your request**

I advise that the deadline for providing you with my decision is **Monday 30 November 2015** (30 days plus next business day).

If you require clarification of any of the matters discussed in this letter, or have any queries throughout the process, please contact Peter Matheson, Board Secretary, by email: [peter.matheson@acara.edu.au](mailto:peter.matheson@acara.edu.au) or phone 02 8098 3116.

Yours sincerely



**Robyn Ziino**  
Director of Communications and Strategic Relations, ACARA