**Physical Education Studies ATAR: School-based Practical External Assessment (SPEA)**

**Application to form a collaborative SPEA**

Please read the following information carefully before completing this application for the School Curriculum and Standards Authority (the Authority) to approve a host school to form a collaborative SPEA with other schools for the Year 12 Physical Education Studies (PES) ATAR course.

A collaborative SPEA is where schools organise a shared venue for their students and teachers to undertake the SPEA for one or more sports. The collaborative SPEA is hosted by a single school.

**Applying to form a collaborative SPEA**

The Authority will collect applications from schools to form a collaborative SPEA. A school must make an application to the Authority on behalf of the schools seeking to have their students and teachers participate in a collaborative SPEA by no later than the end of Term 1. More than one sport may be externally assessed at a collaborative SPEA.

**An approved collaborative SPEA**

The Authority will notify whether or not it will allow a school to form a collaborative SPEA with other schools in Term 2.

The Authority must be satisfied that the school seeking to host a collaborative SPEA will be able to meet its SPEA responsibilities (outlined in the school-based practical external assessment teacher handbook) and legal obligations to all teachers and students that participate at the collaborative SPEA.

Upon receiving an application, the Authority may request additional supporting information to satisfy that adequate measures are in place to protect the well-being and safety of all participants at the collaborative SPEA.

The Authority may add one or more schools to an established collaborative SPEA where the school/s has/have applied for an Authority administered SPEA.

**Planning of the collaborative SPEA**

On approval, the Authority will liaise with the principal and/or Year 12 Physical Education Studies (PES) Contact and/or teacher/s listed in this application to host the collaborative SPEA. The host school will be required to communicate all SPEA arrangements to the participating schools.

All Year 12 PES teachers and students must attend the collaborative SPEA. Refer to the school-based practical external assessment teacher handbook.

School/s are responsible for any costs associated with the planning and conduct of the collaborative SPEA (e.g. external venue hire).

**Travel to/from a collaborative SPEA venue**

Each school participating in a collaborative SPEA is responsible for organising the transportation of student/s to the host school/venue as per their respective policy related to excursions.

**Cancellation of a collaborative SPEA**

The Authority may at any time withdraw its approval of a collaborative SPEA should it become evident that a host school is unable to meet its SPEA responsibilities and/or legal obligations to all teachers and students that participate at the collaborative SPEA.

**Section 1: Hosting and co-ordinating a collaborative SPEA**

I am interested in hosting a collaborative SPEA for the Year 12 Physical Education Studies ATAR School-based Practical External Assessment (SPEA) completed during Term 3.

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| --- | --- | --- | --- | --- | --- |
| Title: (circle) | Mr | Mrs | Ms | Dr | Other: |
| Family name: |  | | | | |
| Given name/s: |  | | | | |
| Position: |  | | | | |
| Email: |  | | | | |
| Phone: |  | | | | |
| Proposed collaborative SPEA venue and details: | (e.g. two sets of tennis courts at school, local recreation centre with four badminton courts) | | | | |
| Availability of proposed collaborative SPEA during Term 3. | (e.g. Weeks 3 to 6 of Term 3, all day Monday and Tuesdays from 12pm – 3pm) | | | | |

**Section 2: Principal permission**

I agree to host a collaborative SPEA as detailed within this application form. I confirm that the school has adequate policies, procedures, controls and relevant approval/s and/or authorisation/s to ensure the well-being and safety of staff and students at the proposed collaborative SPEA venue during the conduct of the SPEA.

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| --- | --- | --- | --- | --- | --- | --- |
| Title: (circle) | Mr | Mrs | Ms | | Dr | Other: |
| Family name: |  | | | | | |
| Given name/s: |  | | | | | |
| Email: |  | | | | | |
| Phone: |  | | | | | |
| Signature: |  | | | Date: | | |

**Section 3: Schools and sport/s to be assessed at the collaborative SPEA**

The school/s and sport/s to be assessed at the collaborative SPEA are as follows:

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| Host school’s name: |  |  | |  |  |  | |
| Teacher name/s: |  |  | |  |  |  | |
| Email: |  | | | | | |
| Phone: |  | | | | | |
| Sport/s | | | Estimated number of students | | | | |
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| Second school name: | |  |  | |  |  |  |
| Teacher name/s: | |  |  | |  |  |  |
| Sport/s | | | | Estimated number of students | | | |
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| Principal’s name: |  | |  | |  |  |  |
| Principal’s email: |  | |  | |  |  |  |
| The principal has agreed to the collaborative SPEA. 🞎 Yes 🞎 No | | | | | | | |

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| Third school name: |  |  | |  |  |  | |
| Teacher name/s: |  |  | |  |  |  | |
| Email: |  | | | | | |
| Phone: |  | | | | | |
| Sport/s | | | Estimated number of students | | | | |
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| Principal’s name: |  |  | |  |  |  | |
| Principal’s email: |  |  | |  |  |  | |
| The principal has agreed to the collaborative SPEA. 🞎 Yes 🞎 No | | | | | | | |

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| Fourth school name: |  |  | |  |  |  | |
| Teacher name/s: |  |  | |  |  |  | |
| Email: |  | | | | | |
| Phone: |  | | | | | |
| Sport/s | | | Estimated number of students | | | | |
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| Principal’s name: |  |  | |  |  |  | |
| Principal’s email: |  |  | |  |  |  | |
| The principal has agreed to the collaborative SPEA. 🞎 Yes 🞎 No | | | | | | | |

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| Fifth school name: |  |  | |  |  |  | |
| Teacher name/s: |  |  | |  |  |  | |
| Email: |  | | | | | |
| Phone: |  | | | | | |
| Sport/s | | | Estimated number of students | | | | |
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| Principal’s name: |  |  | |  |  |  | |
| Principal’s email: |  |  | |  |  |  | |
| The principal has agreed to the collaborative SPEA. 🞎 Yes 🞎 No | | | | | | | |

**Section 4: Return details**

Please return this completed form by **end of Term 1** to [spea@scsa.wa.edu.au](mailto:spea@scsa.wa.edu.au)