

2022 AARA PROCESS

Pacific Pines State High is committed to reducing barriers to success for all students including the recognition that some students require adjustments for assessment and exams. AARA (Access Arrangements and Reasonable Adjustments) are actions taken by the school to minimise, as much as possible, barriers for a student whose disability, impairment, medical condition or other circumstances may affect their ability to read, respond to or participate in assessment.

WHO IS ELIGIBLE FOR AN AARA?

Any student who meets the criteria below (and on the AARA Factsheet attached) could be eligible for an AARA.

Eligible	Not Eligible
<p>Short Term:</p> <ul style="list-style-type: none"> • Illness eg flu, anxiety (anxiety - apply each term) • Misadventure eg broken limb • Unforeseen circumstances where the student has no control e.g. accident, death of a family member <p>Long Term:</p> <ul style="list-style-type: none"> • Cognitive eg ASD, dyslexia • Physical eg asthma, arthritis • Sensory eg hearing impairment • Social/emotional eg ADHD, (anxiety - apply each semester) 	<ul style="list-style-type: none"> • Unfamiliar with the English language • Teacher absence or other teacher-related difficulties • Matters that the student could have avoided, e.g. misreading an exam timetable, misreading instructions in examinations • Timetable clashes • Matters of the student's or parent's/carer's own choosing, e.g. family holidays, sporting events • Matters that the school could have avoided, e.g. incorrect enrolment in a subject • Any technical issues e.g. computer crash or not working, work not backed up to an external hard drive/One-Drive/cloud

HOW DO STUDENTS APPLY FOR AN AARA?

Students can download the *Student AARA and Medical Application Forms* from Daymap notices or from the School website. Short term applications are to be submitted to email 1745_aara@eq.edu.au (or handed in at the main office) before midnight the due date of an assessment draft/final or before midnight on the day of a missed exam. Long term AARAs can be submitted at any time.

Short Term AARA – Years 7 to 9	Long Term AARA Years 7 to 9 (medical diagnosis)
<p>Assessment extension (max 5 days):</p> <ul style="list-style-type: none"> - Draft: Submit student AARA application - Final: Submit student AARA application and medical certificate <p>Absent for an exam:</p> <ul style="list-style-type: none"> - Submit student AARA application and medical certificate that covers the day of the missed exam. AARA application is due before midnight the day of the exam. The medical certificate is due no more than 3 days after the exam. 	<p>Non-verified students:</p> <ul style="list-style-type: none"> - Submit a student AARA application and QCAA medical documentation - Approved AARAs recorded on One-School under support provisions and remain valid until the end of year 9 (anxiety – apply each semester) <p>Verified students:</p> <ul style="list-style-type: none"> - Case Managers submit AARA application - Approved AARAs recorded on One-School under support provisions and remain valid until the end of year 9
Short Term AARA – Years 10 to 12	Long Term AARA Years 10 to 12 (medical diagnosis)
<p>Assessment extension (max 5 days):</p> <ul style="list-style-type: none"> - Draft: Submit student AARA application - Final: Submit student AARA application and medical certificate <p>Absent for an exam:</p> <ul style="list-style-type: none"> - Submit student AARA application and medical certificate that covers the day of the missed exam - AARA application is due before midnight the day of the exam. The medical certificate is due no more than 3 days after the exam. - Yr 11/12 units 3&4 students complete comparable exam. 	<p>Non-verified students:</p> <ul style="list-style-type: none"> - Submit a student AARA application and QCAA medical documentation - Approved AARAs recorded on One-School under support provisions and remain valid until the end of unit 2 in year 11 (anxiety – apply each semester) - Students reapply for year 11/12 units 3&4 including current QCAA medical documentation <p>Verified students:</p> <ul style="list-style-type: none"> - Case Managers submit AARA application - Approved AARAs recorded on One-School under support provisions and remain valid until the end of unit 2 in year 11. - Students reapply for year 11/12 units 3&4 including current QCAA medical documentation