

**AARA Form 1: AARA Senior Application Form****Complete page 1, identify and include evidence****Email form and evidence to: AARA@bribieislandshs.eq.edu.au**

Student Name	Roll Class	MSID

STUDENT STATEMENT

- | | |
|---|---|
| <input type="checkbox"/> Short term illness | <input type="checkbox"/> Misadventure |
| <input type="checkbox"/> Ongoing medical condition | <input type="checkbox"/> Disability (learning, sensory, physical, or other) |
| <input type="checkbox"/> Recent grief, loss or trauma | |

Provide details of the nature of the reason of your absence, illness or misadventure. Include, if relevant, dates of absences.

Explain the impact of your absence/illness/misadventure on your ability to complete your assessment (be specific about the subject and task) by the due date

Student Signature:

Date:

Parent/Carer Signature:

SUPPORTING DOCUMENTATION must be provided before application will be actioned.

- Current Verified Disability as listed in OneSchool (Check with HOSES if unsure) OR
- Attached is medical report from a general practitioner, medical specialist or psychologist who is not related to me or employed at Bribie Island SHS stating:
 - Diagnosis of disability and/or medical condition
 - Date of diagnosis
 - Date of occurrence or onset of the disability and/or medical condition
 - Symptoms, treatment or course of action related to the disability and/or medical condition
 - Information about how the diagnosed disability, impairment and/or medical condition affects the student participating in assessment, particularly timed assessment when considering external assessment
 - Professional recommendations regarding AARA OR
- Evidence of CoVID-19 infection OR
- Attached is a funeral notice or equivalent demonstrating impact on the due dates OR
- Attached is a third party signed statement (not the student/parent/carers) stating:
 - The nature of the event causing significant and/or recent grief, loss or trauma
 - How the event and subsequent grief, loss or trauma affects the student participating in assessment, particularly timed assessment when considering external assessment OR

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Other, please specify: _____

SCHOOL STATEMENT

Completed by HOD/DP Senior Schooling Guidance Officer HOSES

1. Describe how this medical condition/disability or impact of an event, is currently being supported through teaching and learning?

2. Does this student have a Personalised Learning Plan because of this medical condition/disability or impact of an event? YES NO

3. Consultation occurred through

Case management meeting

Informal/formal meetings with special staff. State role _____

Informal/formal meetings with student's parent/carer

SCHOOL DECISION:

NOTE: The school is unable to make the final decision when the AARA impacts General Subjects in Unit 3 and 4 and requires QCAA Approval)

DATE APPLICATION RECEIVED:

(Where possible, decision will be made within 7 days upon receipt of verifying evidence)

This application will impact on assessment in

General/Applied Subjects Unit 1 and/or 2 This will also require Principal Report to QCAA

General/Applied Subjects Unit 3 - 4 This will also require Principal Report to QCAA or QCAA Approved

VET Subjects

Australian Curriculum Subjects (Year 10)

APPLICATION IS SUPPORTED

APPLICATION IS NOT SUPPORTED

Reason:

**ORIGINAL APPLICATIONS ARE SUBMITTED TO THE OFFICE FOR INCLUSION IN STUDENT'S FILE.
COPY IS GIVEN TO THE CLASSROOM TEACHER FOR INCLUSION IN THE STUDENT ASSESSMENT FOLDER.**

OFFICE USE ONLY	DATE	SIGNATURE	COMMENT
HoD/DP - SS Approval			
Copy to HoD curriculum			
Copy to student to submit with assessment			
Copy attached to Support Plan			

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Information to support completion of an AARA application

Complete this form if you have experienced personal injury, illness, grief, loss or trauma or have a diagnosed disability which may be a barrier to your performance in assessment.

It is submitted to Senior Schooling for consideration. In some cases, the school does not make the final decision and applications are forwarded to the Queensland Curriculum and Assessment Authority (QCAA) for approval.

AARAs are reviewed annually and will require new verification, with the exception of a current verified disability, each year.

The following table reflects the notification timeline requirements as set by QCAA. In general however, AARA's should be in place as soon as possible as assessment cannot be adjusted retrospectively. .

What	When required by	In relation to	Approved by
For General and Applied External Assessment in Units 3 and 4:	By the beginning of term 1 of Year 12	Alternative format papers such as large print, braille.	QCAA Approval required.
For General and Applied External Assessment in Units 3 and 4:	By the end of term 1 of Year 12 for existing long term or chronic conditions	Change to venue, use of reader or scribe, rest breaks, use of computer, extra time, teacher aide assistance, assistive technology such as speech to text applications.	QCAA Approval required.
For General and Applied External Assessment in Units 3 and 4:	By the beginning of term 3 of year 12 for short term conditions or temporary injuries	Change to venue, use of reader or scribe, rest breaks, use of computer, extra time, teacher aide assistance, assistive technology such as speech to text applications.	QCAA Approval required.
For General and Applied Internal Assessment in Units 3 and 4:	By the end of term 3 of year 11	For rest breaks and additional time.	QCAA Approval required.
For General and Applied Internal Assessment in Units 3 and 4:	By the end of term 3 of year 12	All other AARAs.	School approval and reported to QCAA
For General and Applied Internal Assessment in Units 1 and 2:	As soon as possible	All access arrangement and reasonable adjustments	School approval and reported to QCAA
For Australian Curriculum and Vocational Education and Training	As soon as possible	All access arrangement and reasonable adjustments	School approval

POSSIBLE EXAMPLES OF AARAs listed in the QCE/QCIA handbook. It is available in full from the QCAA website.

Alternative format papers	Examples include: <ul style="list-style-type: none">• braille• A4 to A3 enlargement• electronic format• large print papers, e.g. N18, N24, N36• black-and-white materials.
Assistance	Examples include: <ul style="list-style-type: none">• a teacher aide assisting with manipulation of equipment and other practical tasks• a supervisor using the student's name in reading assessment instructions, providing support and reassurance, and prompting the student to start or continue writing / undertaking the assessment task.
Assistive technology	Examples include: <ul style="list-style-type: none">• amplification system• speech-to-text application• magnification application. <p>The types of assistive technology that the student may use to complete assessment will depend on variable factors, including the nature and severity of the student's disability and/or impairment and the functional impact related to the type and purpose of the assessment instrument.</p>
Bite-sized food	The student may take a sufficient quantity of bite-sized food in a clear container into the assessment room. Food must be unobtrusive in nature, i.e. not crunchy, strong-smelling or wrapped in noisy packaging.
Comparable assessment	An alternative comparable assessment that has not previously been administered to students in the subject cohort, may be administered on a different date.
Extension	An extension to the due date for submission or completion of an: <ul style="list-style-type: none">• extended response project <i>or</i>• performance <i>or</i>• non-examination.
Extra time	Additional working time at the rate of five minutes per half hour of examination assessment time.
Physical equipment and environment	Examples include: <ul style="list-style-type: none">• specialised desk or chair• cushion or pillow• crutches• heat or cold pack• towel• lighting• ventilation• temperature• other physical aid.• alternative venue
Scribe	Work with someone who transcribes the student's verbal response or directions during the assessment.
Vision aids	Examples include: <ul style="list-style-type: none">• coloured transparency overlay• different lighting• other vision aids.