

Application for AARA (Access Arrangements and Reasonable Adjustments)

YEAR 7-10

Please refer to Wellington Point State High School’s Assessment Policy

This online form must be completed by all students and parents wishing to apply for AARA.

Medical/supporting documentation required.

How to use this form:

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| **Step 1**Fill in form, save and attach it along with:* Medical Certificate or documentation to verify illness, condition or event

**Note: Complete a new form for each subject** | **Step 2**Email form and supporting documentation to: admin@wellingtonpointshs.eq.edu.auNote in the subject line of the email**AARA Request – {Student’s Name}, {Year Level}, {Subject}** | **Step 3**Alternatively, you can submit your application in person by printing your form and deliver it along with any supporting documentation to the Admin Office at Wellington Point State High School |

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| AARA are planned and negotiated as early as possible so that eligible students are supported appropriately to participate in, and complete the requirements for, a course of study and assessment. |
| Full Name: Click or tap here to enter text. | Welfare Class: Click or tap here to enter text. |
| Date of Birth: Click or tap here to enter text. | Year Level: Choose an item. |
| Subject: Click or tap here to enter text. | Teacher: Click or tap here to enter text. |
| Application Date: Click or tap to enter a date. |
| Assessment Item: Choose an item. Due Date: Click or tap to enter a date. |
| Reason: Choose an item.  |
| Please briefly describe the situation that is impacting your child’s learning:Click or tap here to enter text. |
| What arrangement and or adjustment is being requested:Extension on date: YES/NO DRAFT / FINAL Request new date: Click or tap to enter a date.orSpecial Considerations: *please indicate what amendments to task conditions or requirements are being requested below:*Click or tap here to enter text. |
| Parent Name:Click or tap here to enter text. | Parent email:Click or tap here to enter text. |
| Parent Signature:Click or tap here to enter text. | Student Signature:Click or tap here to enter text. |
|  **Office Use Only** |
|  Completed by (HOD): Click or tap here to enter name |  Approved: YES/NO  |
|  Details: Click or tap here to enter text. |
|  Parent, student, teacher informed of decision (in writing): YES/NO |  AARA recorded on OS: YES/NO |