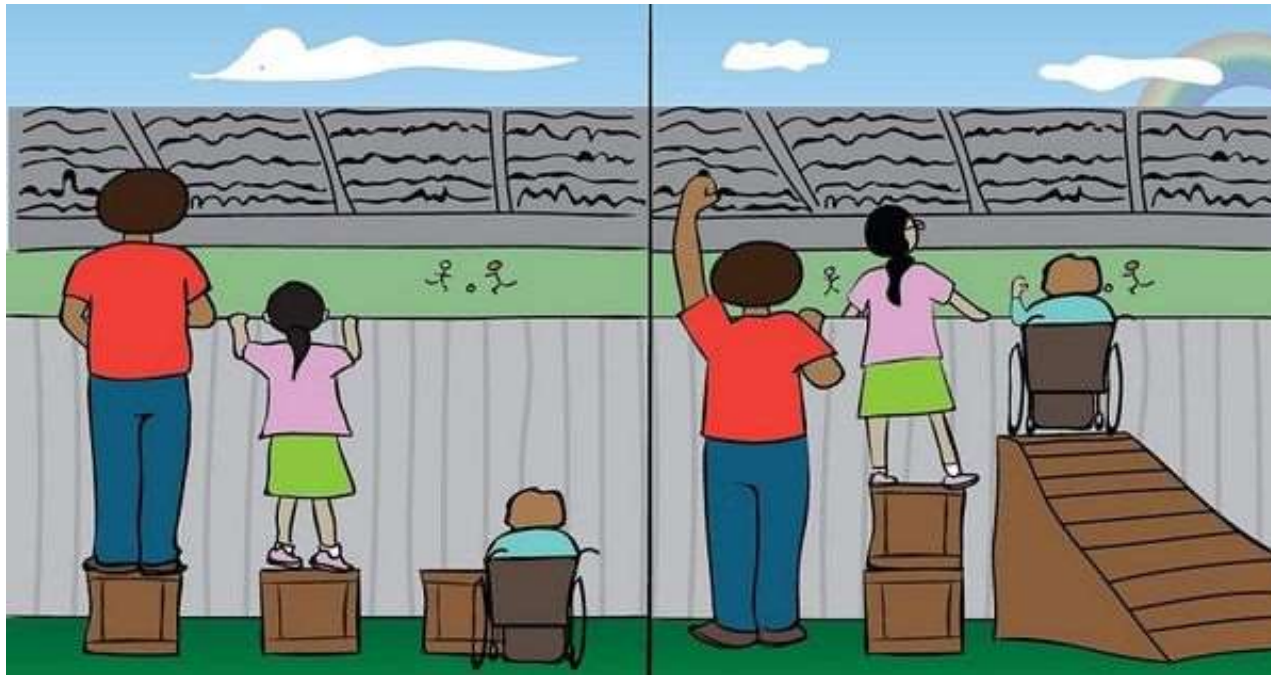


Access Arrangements & Reasonable Adjustments (AARA)

for Yr11 and Yr12 students

The Queensland Curriculum and Assessment Authority (QCAA) recognises that some students have disability, impairment and/or medical conditions, or experience other circumstances that may be a barrier to their performance in assessment. Access arrangements and reasonable adjustments (AARA) are designed to assist these students.

Why do we need AARAs?

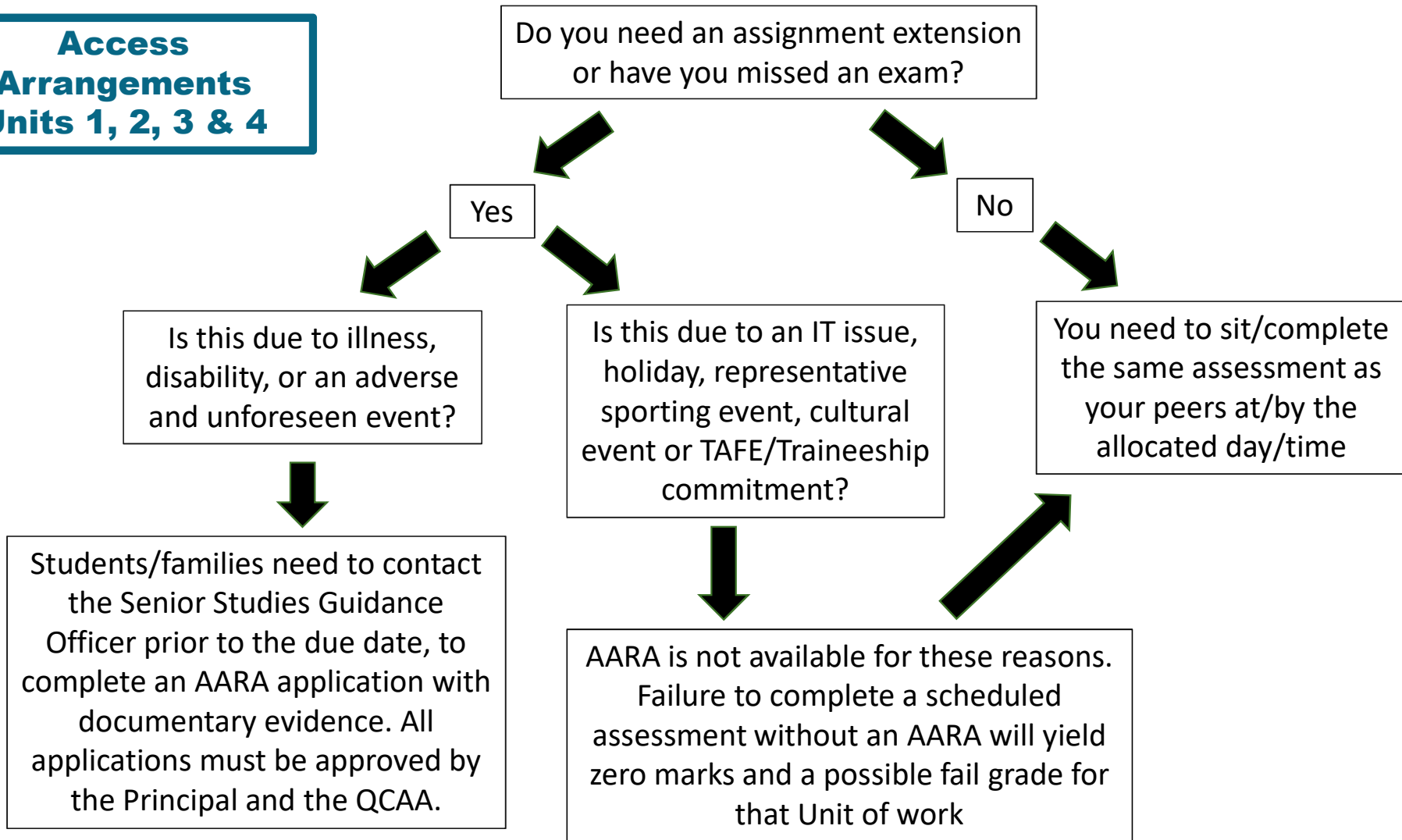


EQUALITY

vs

EQUITY

**Access
Arrangements
Units 1, 2, 3 & 4**



Note:
There is no guarantee that access arrangements will be approved by QCAA. School staff are happy to discuss individual circumstances with students/families.

Common Access Arrangements for missed assessment:

- Exam = comparable assessment
- Assignment/project = extension
- Injury or health condition prevents participation = comparable assessment or extension



**Reasonable
Adjustments
Units 1, 2, 3 & 4**

Do you need an adjustment to be able to complete assessment?
eg. larger print exam papers or extra time to complete an exam

Yes

Adjustments can be applied for if students have a longer term illness/injury or disability. The application process will require a school statement, student/parent statement and a medical report.

Contact the Senior Studies Guidance Officer or Head of Special Education Services ASAP to discuss your student's needs. All applications must be approved by the QCAA.

No

Without a substantiated reason/approval, you will need to complete the same assessment, at the same time, under the same conditions, as your peers

Note:
There is no guarantee that reasonable adjustments will be approved by QCAA. School staff are happy to discuss individual circumstances with students/families.

Common Reasonable Adjustments for exams:

- ASD, Anxiety, ADHD – extra time of 5mins per ½ hour, rest breaks of 5 mins per ½ hour
 - Back injury – rest breaks 5 mins per ½ hour, alternate/out of order seating
 - Diabetes management – small group supervision or seated near an exit, permitted to take bite sized food and drink into assessment, take blood glucose monitoring equipment into assessment, take insulin into assessment, have rest breaks of 5 mins per ½ hour to eat/drink/access the toilet/check blood glucose levels
- Applications go through GO and must be very specific with evidence from both medical professional/s and a history of school support



How to apply for AARA:

- Application forms can be accessed via the school website or with the Senior Studies Guidance Officer
- School website - <https://wellingtonpointshs.eq.edu.au/support-and-resources/forms-and-documents>
 - From school website home page, go to Support and Resources, then Forms and Documents
 - Scroll down to see the Application for AARA Year 11 & 12
 - This is a word document (9 pages) that you can complete electronically and print

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|---|---|---|
| <p><u>Step 1</u> Fill in form, save and attach it along with:</p> <ul style="list-style-type: none">• QCAA Medical Report and/or other supporting documentation <p>Note: Complete a new form for each subject</p> | <p><u>Step 2</u> Email form and supporting documentation to: admin@wellingtonpointshs.eq.edu.au</p> <p>Note in the subject line of the email AARA Request – {Student’s Name}, {Year Level}, {Subject}</p> | <p><u>Step 3</u> 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</p> |
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Important points to consider:

- 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.
- AARA is not guaranteed – documentation must support the need for an AARA and it must align with QCAA policy
- Access Arrangements (e.g. extensions) are approved by the Principal/nominee and reported to QCAA
- Reasonable Adjustments (e.g. additional time for exams) must be approved by the QCAA



Consequences of AARA not approved:

- Students must sit/complete the same assessment as their peers at/by the allocated day/time (or before due date)
- Non submission of assessment will result in a Not Rated/Fail which equals:
 - Possible loss of QCE credit
 - Possible loss of ATAR eligibility
 - Consequences as per Senior Agreement (e.g. formal participation)

