# Yr 7 to 10 AARA – Short Term

*Temporary Condition/Injury; Illness and Misadventure*

Pimpama State Secondary College is committed to providing equitable access to assessment for all students. Access Arrangements and Reasonable Adjustments (AARA) are measures designed to minimise barriers experienced by students whose disability, impairment, medical condition or other circumstances may affect their ability to demonstrate their learning in assessment.

The College implements AARA in accordance with the **Queensland Curriculum and Assessment Authority (QCAA) QCE and QCIA Policy and Procedures Handbook**.

## Applying for AARA

Students who believe their performance in an assessment has been, or is likely to be, significantly affected by a temporary illness, injury or an unforeseen event should notify their relevant **Sub School Team** and submit an AARA application as soon as possible. Completed applications, together with all required supporting documentation.

Sub School Teams include either Sub-School **Head of Department** or the **Deputy Principal.**

- Junior School – Ms Mewing or Ms Lubach and Mrs White
- Middle School – Ms Brennan or Ms Humphries and Mr Ubank

## Students are not eligible for AARA on the following grounds:

- unfamiliarity with the English language
- teacher absence or other teacher-related issues
- matters that the student could reasonably have avoided (for example, technology issues or poor preparation)
- circumstances of the student's or parent/carer's own choosing (such as holidays or sporting events)
- matters that the school could reasonably have avoided.

## Short-Term Illness, Injury and Misadventure

Students whose ability to attend or participate in an assessment has been adversely affected by illness or an unexpected event may be eligible for short-term AARA.
Examples include:

- illness or injury
- accident
- bereavement
- significant family emergency
- unexpected legal or cultural obligations
- other unforeseen circumstances beyond the student's control.

Applications will be considered where:

- the illness or event was unforeseen and beyond the student's control
- the circumstances had a significant adverse effect on the student's ability to complete or participate in assessment
- appropriate supporting documentation is provided.

Applications will not normally be approved where:

- the circumstances relate to an existing long-term AARA unless there has been a significant deterioration in the student's condition
- the student misread assessment instructions or examination timetables
- the circumstances were avoidable
- the variation relates only to the administration of the assessment.

**Students and parents/carers should notify the school as soon as possible if a temporary illness or unexpected event may affect assessment. Early notification allows the College to consider and implement appropriate adjustments where eligible.**

# AARA – Short Term

## *Temporary Condition/Injury; Illness and Misadventure*

Student Name: _____ Year Level: _____ Date: _____

| Subject | Teacher | Assessment | Current Due Date |
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| **Illness and Misadventure Category** | ☐ Illness/sickness |
| | ☐ Injury |
| | ☐ Accident |
| | ☐ Unexpected event |
| | ☐ Other (please specify): |

**STUDENT/ PARENT STATEMENT** **(Please briefly describe the situation and the adverse effect it is having/has had on your child's ability to complete/ participate in learning and/or assessment).**

**SUPPORTING DOCUMENTATION**

- ☐ Medical report containing the following details:
  - ☐ the illness, condition or event (including details of a diagnosis, where applicable)
  - ☐ date of onset or occurrence of the disability, illness and/or medical condition (must cover date of assessment)
  - ☐ symptoms, treatment or course of action related to the medical condition or event
  - ☐ explanation of the probable effect of the illness, condition or event on the student's participation in the assessment, particularly timed assessment when considering timed assessment
- ☐ professional recommendations regarding AARA
- ☐ Written evidence from an independent professional (such as witness or police report)
- ☐ Official Notice
- ☐ Other (Please specify):

| **Student Signature:** | **Parent Signature:** |
|---|---|

**ADMINISTRATIVE USE ONLYOFFICE USE ONLY**

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|---|---|
| Application received (date):<br>Application reviewed (date): | Staff reviewing the application:<br>1/ 2/ |
| Application Complete: YES NO | Principal Approved / QCAA Approved/ Unapproved |
| Teacher, HOD informed of decision via email: YES NO<br>(Document correspondence in OS) | AARA recorded on OneSchool (PLR tab) |
| Parent, student informed of decision: YES NO<br>(Document correspondence in OS) | AARA recorded on SharePoint Register: YES NO |
| For Unapproved applications, the following feedback applies: | |