



Access Arrangement and Reasonable Adjustments - AARA

Introduction

The Disability Discrimination Act 1992 (DDA) and the Disability Standards for Education 2005 (DSE) seek to eliminate, where possible, discrimination against people with disabilities. Compliance with these documents ensures students are provided with opportunities to realize their potential through participation in education and training.

The Queensland Curriculum and Assessment Authority (QCAA) recognizes 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.

At Kedron SHS, students may be eligible to apply for Access Arrangements and Reasonable Adjustments (AARA) in Years 7-12. The implementation of AARA in Years 7 – 10 builds students and parents' understandings of the responsibilities and requirements for AARA. It also assists in building a body of evidence to support AARA applications in Years 11 and 12. AARA is only applicable to EXAMINATIONS in Year 7 – 10. A range of parameters must be met for students to have AARA applied to their assessment. The school is the approving body for application of AARA in Years 7-11. AARA applications in Year 12 require application to, and approval from, the QCAA as outlined in Section 6 of the QCAA's QCE & QCIA Handbook V 3.0, February 2022.

Purpose

The purpose of this procedure document is to ensure that parents have a clear and concise understanding of the application and approval process for AARA. This procedure will outline clearly the differing procedures and approvals process for Year 7/8, 9/10 and 11/12. Furthermore, this document will outline clearly the staff parents may contact if they require further information.



Implementation

The application of AARA to student assessment is based on the functional impact of the condition for which AARA are sought. Students with the same condition may experience highly varied impacts on their education, and their ability to demonstrate their learning, knowledge and skill in assessments. To this end, this document does not include examples of every possible circumstance for AARA.

AARA are provided to minimize, 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. These barriers fall into three broad categories:

- permanent • temporary • intermittent.

The QCAA (and therefore Kedron SHS) uses broad application categories for AARA eligibility:

- cognitive • physical • sensory • social/emotional.

AARA is not...

Students are not eligible for AARA on the following grounds:

- unfamiliarity with the English language
- teacher absence or other teacher-related difficulties
- matters that the student could have avoided (e.g. misreading an examination timetable, misreading instructions in examinations, IT issues)
- timetable clashes
- matters of the student's or parent's/carer's own choosing (e.g. family holidays, attending sporting events)
- matters that the school could have avoided (e.g. incorrect enrolment in a subject)



FOR YEARS 7 AND 8 (JUNIOR SCHOOL)

For Long Term and Chronic Conditions ONLY

For ALL short-term conditions, temporary injuries, illness or misadventure concerns please contact your class teacher, Year Level Coordinator or Sector HOD at your earliest convenience.

IDENTIFICATION

- **DISCUSS** potential AARA application with Key Teacher (General or SWD), Junior Secondary HOD, Head of Inclusive Practices, Guidance Officers or Deputy Principal Student Enhancement and Support. Paperwork will be provided to you after discussion.

EVIDENCE

- **COMPLETE** AARA application and gather supporting documentation

SUBMISSION

- **SUBMIT** application to Deputy Principal Student Enhancement and Support for consideration

NOTIFICATION

- **NOTIFICATION** of application outcome emailed to stakeholders

IMPLEMENTATION

- **IMPLEMENTATION** of approved AARA conditions for applicable subjects by classroom teachers

PLEASE NOTE THAT ALL AARA APPROVED IN YEAR 7 WILL APPLY FOR BOTH YEAR 7 AND 8 UNLESS OTHERWISE NOTIFIED



FOR YEARS 9 AND 10 (MIDDLE SCHOOL)

For Long Term and Chronic Conditions ONLY

For ALL short-term conditions, temporary injuries, illness or misadventure concerns please contact your class teacher, Year Level Coordinator or Sector HOD at your earliest convenience.

IDENTIFICATION

- **DISCUSS** potential AARA application with Key Teacher (SWD), Middle School HOD, Head of Inclusive Practices, Guidance Officers or Deputy Principal Student Enhancement and Support. Paperwork will be provided to you after discussion.

EVIDENCE

- **COMPLETE** AARA application and gather supporting documentation

SUBMISSION

- **SUBMIT** application to Deputy Principal Student Enhancement and Support for consideration

NOTIFICATION

- **NOTIFICATION** of application outcome emailed to stakeholders

IMPLEMENTATION

- **IMPLEMENTATION** of approved AARA conditions for applicable subjects by classroom teachers

PLEASE NOTE THAT ALL AARA APPROVED IN YEAR 9 WILL APPLY FOR BOTH YEAR 9 AND 10 UNLESS OTHERWISE NOTIFIED



FOR YEARS 11 AND 12

For Long Term and Chronic Conditions ONLY

PLEASE NOTE SEPARATE APPLICATIONS REQUIRED FOR UNITS 1/2 AND ¾

For ALL short-term conditions OR temporary injuries, please contact the Guidance Officer as soon as practicable. For illness or misadventure concerns please contact the Senior School HOD or Deputy as soon as practicable.

IDENTIFICATION

- **DISUSS** potential AARA application with Head of Inclusive Practices, Guidance Officers or Deputy Principal Senior Secondary. Paperwork will be provided to you after discussion.

EVIDENCE

- **COMPLETE** AARA application and gather supporting documentation

SUBMISSION

- **SUBMIT** application to Guidance Officers for consideration

NOTIFICATION

- **NOTIFICATION** of application outcome emailed to stakeholders

IMPLEMENTATION

- **IMPLEMENTATION** of approved AARA conditions for applicable subjects by Senior Secondary team.



WHO TO ASK FOR ASSISTANCE?

Deputy Principal Student Enhancement and Support	Mr Shane Kiss skiss2@eq.edu.au
Guidance Officers	Year 11 Ms Christine Griffin cstre6@eq.edu.au
	Year 12 Ms Elizabeth Smith esmit469@eq.edu.au
Head of Inclusive Practices	Ms Jessica Claridge jclar536@eq.edu.au
Deputy Principal Senior Secondary	Ms Tamsin Buckley tbuck79@eq.edu.au
Queensland Curriculum and Assessment Authority	https://www.qcaa.qld.edu.au/senior/assessment/aara