



Short-Term Condition, Temporary injuries, Illness and Misadventure AARA Process

Classroom teacher, student, parents/carers, support staff identify student eligibility for and type of AARA



Year 12

Student or Parent/Guardian contacts Classroom Teacher ASAP to discuss issues impacting learning, eligibility and obtain AARA paperwork (if eligible).

This needs to be completed in the timeframes established by QCAA:

<https://www.qcaa.qld.edu.au/senior/assessment/aara/key-dates>

Student must complete the application and provide documentary evidence to substantiate the impacting event/condition.

E.g. medical report, court letter, EAP etc. (letters from parents are not considered)

IPLC HOD reviews supporting documents. After consultation between the Classroom Teacher and IPLC HOD, reasonable adjustments (including catch up exam date/time) established. IPLC HOD signature required.

IPLC HOD TA uploads AARA to student OneSchool under "Support Provisions." AARA Spreadsheet updated. Email all stakeholders (Classroom Teacher, Student, Parent/Guardian, IPLC HOD, and SPEC HOD) with confirmation of AARA outcome.

The student is responsible for adhering to the approved AARA adjustments. IPLC HOD to monitor.

Year 11 and 12

Year 12 Only

AARA needs to be acknowledged in the comments on OneSchool mark book results to assist with QCAA and follow up procedures.

IPLC TA email/deliver hard copy of AARA application to DP QCAA. DP works with appropriate AO to ensure checklist is complete.

Student/parent/teacher/GO/CM are able to initiate an AARA application. Students then take the form to each stakeholder.