



Long-Term and Chronic Conditions AARA Process

Teachers & IPLC HOD's work together to complete the AARA application form in consultation with Case Manager and/or GO, where applicable stakeholder.

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

Year 12

Classroom Teacher, Parent/Guardian, Case Manager, or GO identify eligibility for an AARA

This needs to be completed in the timeframes established by QCAA:
<https://www.qcaa.qld.edu.au/senior/assessment/aara/key-dates>

Classroom Teacher, in consultation with IPLC HOD, Case Manager and/or GO complete application and provide required evidence to substantiate the impacting event/ condition.

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

Classroom Teacher, in consultation with Case Manager and/or GO complete the application and provide documentary evidence to substantiate the impacting event/ condition.

Classroom Teacher, in consultation with Case Manager and/or GO, determine reasonable adjustments for the student and complete the AARA Application.

Classroom Teacher submits AARA Application to relevant IPLC HOD. IPLC HOD reviews establishes eligibility, evidence and adjustments. IPLC HOD to sign for approval.

IPLC faculty TA to upload AARA application and evidence for years 7-11 onto students OneSchool profile as a support provision - PLP.

Year 11 and 12

Year 12 Only

AARA needs to be acknowledged in the comments on OneSchool mark book results for DP knowledge and to assist with 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.