



THE CATHEDRAL COLLEGE

**AARA**

**Access Arrangements +  
Reasonable Adjustments**

Please return completed application with supporting documents to  
Assistant Principal: Curriculum, Brenda Mallory

*Come, live life* in all its fullness JOHN 10:10



Dear Parent/Caregiver

## ACCESS ARRANGEMENTS AND REASONABLE ADJUSTMENTS (AARA)

Students that have disability, impairment and/or medical conditions may be eligible for AARA. Eligibility for AARA falls within three main categories:

- **long-term and chronic conditions** (e.g. hearing or vision impairment, intellectual disability, physical impairment, dyslexia, attention deficit disorder, autism spectrum disorder, diabetes)
- **short-term conditions**, which may improve or deteriorate over time depending on a range of factors (e.g. anxiety and depression), and temporary injuries (e.g. broken limb)
- **illness** (e.g. measles) and misadventure (e.g. flooding, death of a close family member).

✓ Eligible	✗ Not Eligible
<ul style="list-style-type: none"><li>• cognitive</li><li>• physical</li><li>• sensory</li><li>• social/emotional</li></ul> <p><b>PLUS</b></p> <ul style="list-style-type: none"><li>• illness</li><li>• misadventure</li><li>• unforeseen circumstances where the student has no control e.g. accident, death of a family member</li></ul>	<ul style="list-style-type: none"><li>• unfamiliar with the English language</li><li>• teacher absence or other teacher-related difficulties</li><li>• matters that the student could have avoided, e.g. misreading an exam timetable, misreading instructions in examinations</li><li>• timetable clashes</li><li>• matters of the student's or parent's/carer's own choosing, e.g. family holidays, sporting events</li><li>• matters that the school could have avoided, e.g. incorrect enrolment in a subject</li></ul>

Some common adjustments that can be made for students include:

- Extra time (five minutes for every 30 minutes of working time) for examinations
- Varied seating – own room, small group supervision
- Rest breaks
- Assistive technology
- Food snacks (diabetes or similar conditions)
- Extensions to assignments

All AARA must be applied for by parents/caregivers. It is not an automatic process even if the student has received adjustments in earlier years of schooling.

To apply for AARA, email Assistant Principal: Brenda Mallory ([brenda.mallory@tccr.com.au](mailto:brenda.mallory@tccr.com.au)) and you will be sent the necessary documents. The Learning Support Department will also be involved in the application process and will provide historical information of previous adjustments provided.

Factsheets, including guidelines for supporting documentation in all categories, are available at: [www.qcaa.qld.edu.au/senior/assessment/aara](http://www.qcaa.qld.edu.au/senior/assessment/aara).

Source: QCAA. (2021). *Access arrangements and reasonable adjustments (AARA)*. Retrieved from Queensland Curriculum and Assessment Authority.

# AARA APPLICATION



Name:

Year Level:

Date of Birth:

Application Date:

**Period Applied for**

State Date:

End Date:

Subject(s):

## Which AARA category do you wish to apply for?

AARA Category	Documentation Required	Documentation Provided
<b>Cognitive</b> (e.g. Intellectual disability; learning disorder)	<ul style="list-style-type: none"> <li>Medical Report</li> <li>School Statement</li> </ul>	Yes  No
<b>Physical</b> (e.g. Physical injury or disability)	<ul style="list-style-type: none"> <li>Medical Report or</li> <li>EAP verification covering Unit 3 and 4 assessments</li> <li>School Statement</li> </ul>	Yes  No
<b>Sensory</b> (e.g. Autistic Spectrum Disorder)	<ul style="list-style-type: none"> <li>Medical Report or</li> <li>EAP verification covering Unit 3 and 4 assessments</li> <li>School Statement</li> </ul>	Yes  No
<b>Social/Emotional</b> (e.g. Anxiety, depression)	<ul style="list-style-type: none"> <li>Medical Report or</li> <li>EAP verification covering Unit 3 and 4 assessments</li> <li>School Statement</li> </ul>	Yes  No
<b>Illness and/or Misadventure</b> (e.g. Sickness, accident, unexpected event)	<ul style="list-style-type: none"> <li>Medical Report or</li> <li>Supporting Documentation (other)</li> </ul>	Yes  No

Please briefly describe the situation that is impacting your child's learning.

Parent Signature:

Student Signature:

### OFFICE USE ONLY

Application complete:

Y

N

Principal Approved/QCAA Approved

Parent, student, teachers informed of decision:

Y

N

AARA Recorded:

Y

N