



Mountain Creek State High School Year 11 & 12

AARA FORM A: (HOSS & GO)

Access Arrangements and Reasonable Adjustments

NAME: _____ SCHOOL EMAIL: _____
HOSS: _____ FORM CLASS: _____

REASON: Choose the reason for your request

- ☐ Illness (medical certificate- duration of medical condition & impact on learning)
- ☐ Misadventure (unforeseen circumstances, e.g. car accident, natural disaster)
- ☐ Family circumstances (supported by HOSS or Student Services on a *School Statement*)
- ☐ State, national or international sport (internal assessment only & supported by coach)
- Impairment -
 - ☐ Physical Impairment: (e.g. diabetes, injuries, pain, impaired motor skills)
 - ☐ Sensory Impairment (e.g. hearing, vision)
 - ☐ Social-emotional (e.g. anxiety, depression, PTSD, Schizophrenia, eating disorders)
 - ☐ Cognitive Impairments: (e.g. ADHD, ASD)
 - ☐ Specific Learning Disorders (SPLD e.g. dyslexia – needs Educational Psychologist verification)
 - ☐ Speech Language Disorders (SLD e.g. auditory processing disorder)

All requests for must be supported by 3rd party documentation – contact Guidance Officer for details

ADJUSTMENT (NOTE: QCAA does not exempt students from assessment)

1. List the subjects impacted:

2 . What adjustments do you need to complete the tasks?

- ☐ Extension
- ☐ New test date/comparable assessment
- ☐ Adjustments to practical/performance components
- ☐ Adjustments to exam paper layouts (size, colour, format)
- ☐ Exam changes – separate seating, seated out of order, rest breaks, access to medication/equipment
- ☐ Other: details below

Parent Signature: _____

Date: _____

Email: _____

Student Signature: _____

Date: _____

Email: _____

REQUEST PROCESS

1. Ask the Sub-school officer to make an appointment with a Guidance Officer via Cal
2. Submit this form to the sub-school Officer who places it in GO pigeonhole
3. Check your school emails for your appointment confirmation



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SCHOOL STAFF PROCESS: OFFICE USE ONLY

SUBSCHOOL OFFICER

- ☐ Date Received: ____/____/____
- ☐ Appointment Requested: via Cal (include student and parent email)
- ☐ Form in pigeonhole

GUIDANCE OFFICER

- ☐ Appointment confirmed
- ☐ Documentation pending
- ☐ Documentation received

Meeting Notes:

Signature:

Date:

GUIDANCE OFFICER (GO) (e.g. multiple subjects; complex circumstances)

- ☐ Documentation sighted: **Yes / No**
- ☐ Unit 1 + 2 entered on One School (Student/Profile/Support/Personalised Learning): **Yes / No**
- ☐ Unit 3 +4 recorded on QCAA Portal App
- ☐ Unit 3 +4 requested on QCAA Portal App (school statement & 3rd party documentation)
- ☐ Approval: **Yes / No**