



Clairvaux MacKillop College Short Term AARA

What is Short Term AARA?

Access and Reasonable Adjustments (AARA) are provided to minimise, 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 may be:

- Short-term conditions and temporary injuries
- Illness and misadventure.

The definition of 'disability' includes:

- Physical
- Intellectual
- Psychiatric, Sensory
- Neurological and
- Learning disabilities.

Students may also be eligible for AARA where illness and misadventure (i.e. unforeseen circumstances) or other situations may prevent students from demonstrating their learning, knowledge and skill in assessment.

Students whose ability to attend or participate in an assessment is adversely affected by illness or an unexpected event may be eligible for illness and misadventure access arrangements and/or reasonable adjustments.

The following principles apply to illness and misadventure applications:

- The illness or event is unforeseen and beyond the student's control, such as personal circumstance or emergent cultural obligation, e.g. summons/subpoena to appear in court or close family members' death/funeral.
- An adverse effect on learning must be demonstrated.
- Documentary evidence to support the application must be provided to support the application for Years 7-12.
- Student's applying for an Assignment Extension must also provide evidence of the work completed to date on completing the assignment.
- Please note that the application for a Short Term AARA does not qualify a student for an automatic extension or re-scheduling of an exam.
- The re-scheduled date for an assignment or examination will be determined by the school.

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How do students determine if they are eligible for AARA?

Students **ARE** eligible for Short Term AARA if:

- They have experienced an adverse effect from a Short-term condition, temporary injury or illness and misadventure.

Students are **NOT** eligible for Short Term 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)
- Matters of the student's or parent's/carer's own choosing [e.g. family holidays, weekends away, camping trips, part-time/casual work commitments, apprenticeship / traineeships, attendance at TAFE/private colleges or sporting or other competitive events (unless selection is for Regional/ State / National / International)]
- matters that the school could have avoided (e.g. incorrect enrolment in a subject).

PLEASE NOTE: It is College policy that examinations are never offered to students early (for holiday reasons etc) before the main cohort have the opportunity to sit the exam.

How do students apply for Short Term AARA?

Step 1. Determine that you have an eligible reason for Short Term AARA and have experienced an adverse affect.

Step 2. Download the application form from the College website or Parent Portal.

PLEASE NOTE: *Students completing Unit 3 or 4 (Yr 11/12), who miss an Examination due to illness, must visit a medical practitioner on the day of absence. The medical practitioner must complete the medical report which can be downloaded from the College website or Parent Portal.*

Step 3. Make sure that you have documentary evidence to support your application.

Evidence of the student's work to date on the task must be provided with the extension application.

Step 4. Complete the application form (on or before the Due Date) and provide a detailed explanation for seeking AARA.

Step 5. Send your **completed application form, documentary evidence and completed progress on the assignment** to the following email address:

suppshorttermaara@cvxmck.edu.au

Applications submitted after 2pm will be processed the following day.