

This document gives you the first steps to begin your award. If you would like to know more about the award visit the [website](#) or read the [prospectus](#).

Duke of Edinburgh's International Award Process

1. Registration Process
 - a. Visit the [ORB registration](#) page and register using your SCHOOL email address.
 - b. Ask your parent to give their consent electronically by reading the email sent to them.
 - c. Pay the required fee.
2. Beginning your Award
 - a. Read the [Participant Roadmap](#) and choose your activities
 - b. Think about a goal and assessor for each of your activities. Remember your assessor cannot be related to you and your goal needs to be a SMART one.
 - c. Complete the [Participant Award Plan](#)
 - d. Bring your completed Award Plan to A2.8 any Thursday during lunch time prepared to talk to an Award Leader about your plans.

Once you have completed the above steps, we will approve your registration in the Online Record Book and add you to the CANVAS course so that you receive messages about planned hikes and other relevant information. At this stage we will ask you to speak to your assessors to complete some paperwork which will need to be approved before you will be able to log any of your hours.

Bronze Level Duke of Ed Award Requirements

To complete the bronze level of your award, you will be required to complete 13 hours of each activity listed below. You need to average 1 hour per week for 13 weeks. You will also need to choose one activity as your major. This activity will be done for twice as long i.e. 26 weeks. There is also an Adventurous Journey that is required that consists of 2 2-day hikes of a similar nature over similar terrain. This is generally organised through the school so keep an eye out for messages in CANVAS.

1. Physical Recreation – any activity to improve your physical fitness. This may be a team sport or an individual pursuit such as swimming, bush walking or running.
2. Skill – any new skill you would like to learn or an old skill that you would like to improve at. Some examples include barista training, learning a language, playing an instrument, drawing, learning to cook, etc.
3. Voluntary Service – service to help other in the community such as helping in the library, working for a charity, doing bush care, helping in the canteen etc.

Goals and Assessors

For each activity you will need an assessor who is an adult and not related to you. This person will help and guide you through your activity and at the completion of your 13/26 weeks will write a brief report reflecting your goal and stating how you went in relation to achieving your goal. Each assessor will be required to complete an Assessor Commencement Guide and Declaration for Child Related Workers which must be approved prior to you starting your activity. This requirement is to help ensure that you

are safe from harm and that your assessor knows what is required of them. This paperwork should be submitted to the cashier in the front office, near the student window.

Your assessor should help you to choose your goal. This goal needs to be a SMART (specific, measurable, achievable, realistic and timely) goal. Your goal will be checked before you are permitted to begin logging your hours to ensure that it is specific and measurable. A goal that is NOT acceptable is 'improve my swimming ability'.

Adventurous Journey

Before you attempt your Practice Hike, you will need to complete our training sessions. These will be held at lunch time, and you will be required to submit assignments on CANVAS. These assignments are compulsory, and you must keep submitting them until you receive a Complete notification. There is no limit to the number of times you can submit any assignment. The dates of completion for each assignment need to be entered into the Online Record Book.

In addition, we need to assess your ability to cope with a strenuous hike. To do this, we ask that you choose bush walking for sport unless you are competing in a grade sport. There may also be the need for a short hike (couple of hours) after sport one day in the local area.

Meetings and Information

In 2024 we will be in A2.8 every Thursday and Friday at lunch time. You are welcome to come and talk to us about your award at this time. The only limitation is when we are providing training for an Adventurous Journey. At other times you can find both of us in the maths staffroom.

Amanda Bartlett and Elena Efimova

Duke of Edinburgh's International Award, Award Leaders