

Award Continuation Form 2018

After your Bronze or Silver Award has been approved, you can begin another Award. Please complete and give this form with the continuation fee of \$111.50 to your Award Leader. Once paperwork and payment has been submitted please see your Award Leader for access to the Online Record Book (ORB).

YOUR DETAILS (PLEASE PRINT):

NAME							
(Title)		(First)		(Middle)		(Surname)	
HOME ADDRESS							
SUBURB		STATE		POSTCODE			
POSTAL ADDRESS							
SUBURB		STATE		POSTCODE			
DATE OF BIRTH		AGE		GENDER (please circle)		M	F
Please note the minimum continuation age requirements : Silver 14 years 9 months and Gold 16 years old.							
PHONE HOME		WORK		MOBILE			
PERSONAL EMAIL		HOME/FAMILY EMAIL					
AWARD UNIT (school/organisation/PCYC Branch name)							
PARTICIPANT ID (if known)							
LEARNER UNIQUE IDENTIFIER (LUI) * (USI is not needed)						Your LUI is a 10 digit number	
* Successful completion of a Duke of Edinburgh's International Award can contribute credit towards the Queensland Certificate of Education (QCE). A LUI is a unique number issued by the Queensland Curriculum and Assessment Authority (QCAA) to learners upon registration for a QCE learning account. If you have a LUI please provide in the space above. For further information please go to www.qcaa.qld.edu.au							

AWARD DETAILS

Which Award level/s have you previously completed? (please circle)	Bronze	Silver
New Award level (please circle)	Silver	Gold
YOUR CONTINUATION REGISTRATION FEE \$111.50 (gst inclusive). Please return completed form and registration fee to your Award Unit .		

The Queensland State Award Operating Authority's contact details:

The Duke of Edinburgh's International Award
GPO Box 919, BRISBANE QLD 4001
Freecall: 1800 177 338
Email: qld.award.office@det.qld.gov.au

STATE AWARD OFFICE USE ONLY. Please do not mark this section.

Invoice No.		Receipt No.	
Receipt date	Record ID	Start date	

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Website: www.dukesaward.qld.gov.au

Requirements and Conditions

1. I understand that the Participant cannot participate in The Duke of Ed until this form has been completed and returned to the relevant Award Unit with the applicable registration fee, and has then been accepted by the Award Unit.
2. I consent to the Award Unit and any other individuals, including Volunteers#, who are involved in or assist in organisation The Duke of Ed, and hired transportation drivers, transporting the Participant for the purpose of participating in activities or functions related to The Duke of Ed, as required. I understand that the Award Unit will notify me in advance of when and where such travel will occur.
3. I understand that all participant activities must be covered under the Award Unit's insurance policy and that it is the Participant's responsibility to check with the Award Unit that the participant activity is covered by the Award Unit's insurance policy. If the participant activity is not covered by the Award Unit's insurance policy, and subject to my Award Unit agreeing to this activity, I understand that it is the Participant's responsibility to take out insurance for the activity and provide evidence of insurance cover to the Award Unit, or, alternatively, the Participant may choose an activity which is covered by the Award Unit's insurance.
4. I authorise employees, officers or agents of the Award Unit and any other individuals who participate in, are involved in or assist in organising The Duke of Ed, in the event of any accident, injury, illness or loss suffered by the Participant whilst participating in, or travelling to and from, any activities or functions related to The Duke of Ed, to obtain any necessary medical assistance or treatment including, but not limited to, engaging any doctors, nurses or hospital accommodation.
5. I consent to pay all such doctors, nurses or hospital accommodation fees and expenses incurred on behalf of the Participant as a result of any such accident, injury, illness or loss suffered by the Participant whilst participating in, or travelling to and from, any activities or functions related to The Duke of Ed.
6. I consent to and understand the photographs may be taken of the Participant participating in certain activities related to The Duke of Ed and such photographs may be used for promotion purposes provided an appropriate release form has been signed by both the Participant and their parent/guardian.
7. I have read and understood the different levels and requirements of The Duke of Ed as set out in the Outline of the Program (page 5 of this Form).
8. I understand every Participant must participate in The Duke of Ed through an Award Unit who has the discretion to accept or reject Participants and proposed activities to be undertaken as part of The Duke of Ed.
9. I understand that the Participant cannot commence any particular Section of The Duke of Ed until: I have satisfied myself that any Volunteer nominated by the Participant, who is not an employee of the Award Unit, is suitably experienced and/or qualified to instruct/supervise/assess that Section of The Duke of Ed; and until any relevant Volunteers have completed and returned required documentation to the Award Unit.
10. I understand that upon acceptance into The Duke of Ed by the Award Unit, the Participant will receive a Record Book or gain access to the Online Record Book (ORB). The Participant will read the requirements of The Duke of Ed contained in the Record Book/ORB/www.dukeofed.com.au prior to commencing activities in relation to The Duke of Ed. I understand that the Award Unit has the discretion to determine whether The Duke of Ed requirements have been met and therefore whether Bronze, Silver or Gold Award should be issued. I understand that the National Award Authority provides Participants with limited insurance in respect of personal accident and public liability (insurance) commencing upon acceptance into The Duke of Ed by the Award Unit.
11. I understand that:
 - a. Participant must not drive a motor vehicle or transport other Participants participating in activities related to The Duke of Ed, unless the Participant holds an appropriate and valid driver's licence and there is appropriate third party insurance in place to cover any person injured as a consequence of the Participant's driving; and
 - b. Participant must not be driven by any individual who is not involved in or assisting in organising The Duke of Ed, for the purposes of participating in The Duke of Ed unless the individual holds an appropriate and valid driver's licence and there is appropriate third party insurance in place to cover any person injured as a consequence of the individual's driving.
12. I understand that Participants are required to comply with The Duke of Ed requirements contained in the Record Book/ORB/www.dukeofed.com.au, the policies of the relevant National or State/Territory Award Operating Authority (as amended from time to time) and requirements of the State/Territory Award Operating Authority and Award Unit in relation to emergency plans, assessment of activities and the conduct of Adventurous Journeys related to The Duke of Ed and understand that Award Units may withdraw their approval to the Participant's participation in The Duke of Ed if they do not comply.
13. I consent to the provision of any personal information that has been provided (including Participant Data) to the Award Unit, State/Territory Award Operating Authority or National Award Authority. I consent to this information being treated in accordance with the provisions of the Privacy Policy of the relevant National Award Authority or State/Territory Award Operating Authority (as amended from time to time), the Australian Privacy Principles contained in the Privacy Act 1988 (Cth) where applicable, or otherwise the Information Privacy Act 2009 (Qld).
14. Privacy: The National Award Authority and the State/Territory Award Operating Authorities are committed to respecting your privacy. Personal information is collected on this Form for the purpose of participating in The Duke of Ed. Participants who do not provide this information to us cannot participate in The Duke of Ed (note that non-provision of Participant Data does not have this consequence). We may also use your personal information to send you information about other Duke of Ed activities or events which we believe may be of interest to you. We may disclose this information to other Australian and international organisations and service providers who assist us in



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the operation and administration of The Duke of Ed. If you would like to contact us or access your personal information please write to the National Award Authority. You may also contact the National Award Authority and/or where applicable, State/Territory Award Operating Authority to request a copy of their Privacy Policy.

(please tick)	I have read, understood and agree to comply with, the requirements and conditions of the participant's participation in The Duke of Edinburgh's International Award, as described on page 2 and on the website of the National Award Authority of The Duke of Edinburgh's International Award – Australia (NAA): www.dukeofed.com.au		
PARTICIPANT'S SIGNATURE			DATE
PARENTAL OR GUARDIAN CONSENT This section must be completed for participants under 18 years of age. I, _____ (full name of parent or guardian) of _____ _____ State _____ Postcode _____ (address) Telephone: Home _____ Mobile _____ Email _____ I am the parent/guardian of _____ (the participant named in Page 1). I consent to him/her participating in The Duke of Edinburgh's International Award (The Duke of Ed) under the supervision of _____ (Award Unit) and to him/her undertaking activities to fulfil the requirements of The Duke of Ed.			
(please tick)	I have read, understood and agree to comply with, the Requirements and Conditions of the Participant's participation in The Duke of Edinburgh's International Award, as described above and on the website of the NAA: www.dukeofed.com.au		
PARENT OR GUARDIAN SIGNATURE			DATE
AWARD UNIT		AWARD LEADER NAME	
SIGNATURE		DATE	

YOUR PRIVACY

The Department of Education and Training is collecting the personal information you provide to facilitate your involvement in the Award program. This will include the personal information that you submit via the Online Record Book Participant Registration Form.

Your personal information will only be accessed by authorised officers who may provide the information to Award volunteers and organisations associated with the Award program to facilitate the Award program and to update and maintain records. Such as mail outs regarding award program information, award presentations and the alumni. Non-identifying statistical information may also be supplied to the National Award Authority, a non-government organisation that oversees the Award program in Australia.

Your personal information will not be used for any other purpose or disclosed to any other party unless we have your consent or it is required by law. Your personal information is collected and managed in accordance with the Privacy Principles described in the Schedule 3 of the Information Privacy Act 2009 and, if applicable, in accordance with section 426 of the Education (General Provisions) Act 2006. You can access your own personal information by contacting the Queensland State Award Operating Authority.

By completing this form I give my consent for the Department of Education and Training to collect and store my personal information which may be used for the purposes outlined above.

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BLUE CARD

Under the *Working with Children (Risk Management and Screening) Act 2000* people working with children under 18 in certain categories of business or employment must undergo the Working With Children Check. The Working With Children Check (blue card system) applies to employees or volunteers associated with The Duke of Edinburgh's International Award. Employers and businesses providing regulated child-related services are also required to have a written child and youth risk management strategy in place to protect children and young people from harm.

For more information on whether you are required to hold a blue card or develop and implement a child and youth risk management strategy, please visit the Blue Card Services website at www.bluecard.qld.gov.au or call Blue Card Services on 1800 113 611 (free call). You can also read through the Frequently Asked Questions about The Duke of Edinburgh's International Award on the Blue Card Services website at <https://www.bluecard.qld.gov.au/faqs/Do-I-need-a-bluecard/Duke-of-Edinburgh-Awards.html>.

ATTACHMENT 1 - OUTLINE OF THE PROGRAM

(Please detach and keep this page for your records)

The Duke of Ed has three levels; **Bronze**, **Silver** and **Gold**. Each of these levels is made up of four Sections: Physical Recreation, Skills, Service and Adventurous Journey. The Gold Award has an additional requirement – a Residential Project. All Participants in The Duke of Ed must be registered with an Award Unit. The Award Unit must approve activity Assessors prior to Participants undertaking any Award activities with them.

Participants design their own program by selecting activities that interest them and then set their goals according to the following minimum requirements (summarised in the table below). Full requirements for obtaining an Award are set out in more detail in The Australian Award Handbook - www.dukeofed.com.au/Handbook.html

	BRONZE	SILVER	GOLD
Skill	3 months*	6 months*	12 months*
Service	3 months*	6 months*	12 months*
Physical Recreation	3 months*	6 months*	12 months*
Plus for the major Section	All Participants must complete an additional 3 months in either Skill, Service or Physical Recreation.	Participants who have not achieved a Bronze Award must complete an additional 6 months in either Skill, Service or Physical Recreation.	Participants who have not achieved a Silver Award must complete an additional 6 months in either Skill, Service or Physical Recreation.
Adventurous Journey	2 days + 1 night**	3 days + 2 nights**	4 days + 3 nights**
Residential Project	N/A	N/A	5 days + 4 nights
Minimum age to start	14 years	15 years	16 years
Minimum age to finish (without exception)		Bronze Awardees: 15 years, 6 months Direct entrants: 16 years	Silver Awardees: 17 years Direct entrants: 17 years, 6 months
Maximum age to finish (without exception)	Before 25 th birthday	Before 25 th birthday	Before 25 th birthday

*These are minimum time requirements and are expressed in whole months, during which there should be regular commitment. **Regular** time commitment is at least one (1) hour per week, two (2) hours per two weeks or four (4) hours per four weeks. Award Participants are encouraged to continue their activities beyond the minimum time. Refer to section 1.6.2 in the Australian Award Handbook for further important information.

**Satisfactory completion of the Adventurous Journey Section includes preparation and training appropriate for the journeys being undertaken and at least one practice journey of a similar nature and duration to the qualifying journey. See The Australian Award Handbook for more details – www.dukeofed.com.au/Handbook.html

- Any young person aged 14 to 25 can become an Award Participant.
 - At Bronze level, if a person is 13 and 9 months, but is part of a peer group where the majority are 14 years or older, then some discretion is given to the Award Unit to allow that young person to start their Bronze Award with the rest of the group
 - A person may commence Silver at 14 and 9 months if they have completed their Bronze Award. In practice, this means that Participants who are given concession to start Bronze or Silver early will need to wait longer to receive their Award
 - Participants who commence their Bronze or Silver Award slightly earlier will need to wait until they meet the minimum age for completion before they can Claim their Award.
 - No activity undertaken before a Participant's 16th birthday may be counted towards a Gold Award
 - Please contact your State/Territory Award Operating Authority if you have any questions about age range and commencing The Duke of Ed prior to 14 years of age.**

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2. The Duke of Ed must be completed by the Participants 25th birthday
3. Parent/Guardian consent is required for Participants aged under 18 years
4. All Participants must sign the Participation Agreement
5. The Standards of achieving an Award are individual effort, perseverance and progress
6. Whilst the Award may be offered within School, University, work-time, custody or extra-curricular activity, individuals choose to do a program and must commit a substantial amount of their free time to undertake their activities.