



A Guide for Participants - The Bronze Award

Welcome to the Duke of Edinburgh's Hillary Award - you've taken up the challenge to get out of your comfort zone and explore the world around you.

Your Award Leader should always be your first point of contact for any questions you have about the Award. Please read through the steps below before you start to complete your Bronze Award correctly.

1 How to Start:

Choose what you are going to do for each of the three sections of the Award - [Physical Recreation](#), [Skills](#), [Voluntary Service](#). Check what you have chosen meets Award Criteria. While participating in physical activity may require skill, for the purpose of the Award playing sport/doing physical activity comes under the Physical Recreation Section only.

[Physical Recreation](#) - *If you break a sweat, it's Physical Rec!*

[Skills](#) - *If you think more than you sweat, it's a skill!*

[Voluntary Service](#) - *Give back!*

There is also an [Adventurous Journey](#) to complete, more information below.

2 Assessors:

Choose [Assessors](#) for each activity. An Assessor is a suitably skilled, experienced, and/or qualified Adult **who is not a family member** and ideally not your Award Leader. Your Assessor should help you set your goal and they personally need to oversee what you are doing at least once every 28 days, mentor you and monitor improvement.

3 Setting up your Online Record Book:

Enter your chosen activity, [goal/aim](#) and assessor details in the ORB for your Award Leader to approve. This needs to be done **BEFORE** you start your activity. Step by step instructions can be found [here](#). Your Goal/aim should reflect how you meet the criteria.

4 Logging your Activity:

Once approved by your Award Leader you can start logging each time you do your activity. An average of one hour per week on each section for 3 months plus a further 3 months in one of the sections is required (this is the Major Section). After your first log of one hour, you may log 2 hours per fortnight or 4 hours every 28 days in subsequent logs if your activity only happens fortnightly or monthly. Your logs should reflect your goal/aim and activity. You can add a second activity but you will need a second assessor, instructions can be found [here](#).

5 Adventurous Journey:

Please make sure your Adventurous Journey meets Award criteria which can be found [here](#). Activities should take place in the following order:

Preparation and Training ---> Practice Journey ---> Qualifying Journey

The Practice Journey requires a minimum of 1 day and 1 night involving 6 hours of purposeful activity per day. The length and/or number of practice journeys required will depend upon the ability of the group; this is a decision for the Award Leader, Assessor or Journey Provider.

The Qualifying Adventurous Journey requires 2 days and 1 night involving 6 hours of purposeful activity per day. The practice journey should be as similar to the qualifying journey as possible to ensure you are sufficiently prepared, eg if you chose to do your practice journey on a boat then your qualifying journey must also be on water.

6 Getting a Section Assessed:

When your hours are complete you can send your logs to your Assessor. Step by Step instructions can be found [here](#).

7 Award Leader Approval:

Once your Assessor has completed their report you will then be required to send your section to your Award Leader for sign off. When every section is complete you can send your whole Award to your Award Leader who will forward your Award to National Office for verification.

8 National Office Verification:

Once National Office receives your Award you will either receive an email letting you know your Award has been verified or your Award will be revised to your Award Leader if there is something that needs to be corrected.

When your Bronze Award has been verified you will receive a digital copy of your certificate and badge via the email address you use on the ORB (please make sure you keep your email address up to date!). Your Award Leader will be sent a physical copy of your certificate and badge.

9 Starting the Silver Level:

Once your Bronze Award has been verified by National Office you can either ask your Award Leader for a next level invite or the next time you log into your account you will see a box that says "You can now register for the next level". You do not need to wait until you turn 15 years old.

You can register and start working on the Silver level of the Award before you have fully completed the Bronze if you meet the following criteria:

1. You are 15 years old and you have completed at least one section of the Bronze Award
2. Your Award Leader agrees
3. You can only start working on an activity that is fully completed in Bronze. This means that you have completed the required hours, you have an Assessor's report and your Award Leader has approved that section.

To do this please talk to your Award Leader and ask them to invite you to the next level.