

Parent/guardian consent form

This form **must** be completed for participants **under 18 years of age**.

To be completed by the parent/guardian

I, ... [full name of parent/guardian]

Phone (home) (mobile)

Email

am the parent/guardian of

[full name of applicant named in application form]. I consent to him/her/them participating in the Award in:

.....

[name of Award Unit (e.g., school/organisation/group)] :

.....

and to him/her/them undertaking activities to fulfill the requirements of The Duke of Edinburgh's Hillary Award.

Requirements and conditions

1. I am the parent, guardian, or caregiver of the participant and have authority to provide this consent.
2. I understand that The Duke of Edinburgh's Hillary Award (the Award) licences schools, organisations, and community groups (Award Units) to deliver the Award programme, and that the participant will complete their Award through a licenced Award Unit.
3. I understand that the participant's registration cannot proceed until this consent form has been submitted, registration paid, and the Award Leader (the person running the Award in the Award Unit) has approved the registration.
4. I understand that The Duke of Edinburgh's Hillary Award does not directly supervise or manage participant's Award activities and that the Award Unit is responsible for the safe and lawful operation of the Award and for maintaining appropriate Health and Safety, Child Protection, Safeguarding, and other relevant policies and procedures.
5. I understand that all Award activities are undertaken under the Award Unit's Safety Management System, Child Protection, Health and Safety and Safeguarding policies, and any other relevant policies and procedures.
6. I understand that some Award activities involve an element of risk and that these activities will be managed in accordance with the Award Unit's policies, procedures, and Safety management systems.
7. I understand that the Award Unit may accept or decline participants, Assessors, or proposed Award activities where they do not meet Award requirements or the Award Unit's policies and procedures.
8. I understand that before starting an Award activity, the participant must have the activity approved by the Award Leader and have a suitable Assessor approved by the Award Unit. This does not negate the obligation of the parent, guardian or caregiver to exercise due diligence in the selection of suitable assessors for the participant.

9. I understand that an Award section is completed only when the participant has met the required time commitment, the Assessor has verified their participation, and the Award Leader has signed off the section in the Online Record Book.
10. I understand that the participant will use the Online Record Book to record their activities and complete the requirements for their Award.
11. I understand that the participant's Award must be completed in accordance with the latest The Duke of Edinburgh's International Award's International Handbook for Award Leaders, any national adaptations issued by The Duke of Edinburgh's Hillary Award, and any additional requirements set by the participant's Award Unit. Failure to meet these requirements may affect the participant's ability to achieve an Award section or Award level.
12. I consent to the participant's personal information being shared with the Award Unit, Award Leader, National Office, and relevant personnel of the International Award Foundation for the purposes of administering and supporting the Award. I understand that this information will be managed in accordance with the Privacy Act 2020 and the Award's Privacy Policy.
13. I understand that photographs, videos, and Award Personal Reflections can only be used for promotional purposes by the Award when the participant and their parent, guardian, or caregiver has given the appropriate consent, and the participant has agreed in the Online Record Book to be contacted regarding their use.
14. I confirm that I have read the information provided about the participant's Award journey and understand the participant's responsibilities within the Award programme.

Please ✓ if accepted:

☐ I have read, understood and agree to comply with, the requirements and conditions of the participant's participation in the Award, as described above or on The Duke of Edinburgh's Hillary Award website.

Parent/guardian signature Date

The Award Unit agrees to accept the above mentioned as a participant of the Award according to the requirements and conditions as described above or on The Duke of Edinburgh's Hillary Award's website.

Signed on behalf of the Award Unit:

Award Leader name

Signature Date

Please return the completed form and registration fee.

*For the purposes of the Award, and therefore this document, a 'volunteer' means anyone over the age of 18 who assists with the Award, either in a paid or unpaid capacity. This includes all co-ordinators, Award Leaders, Assessors and supervisors.

Outline of the Award

The Award has three levels: Bronze, Silver and Gold. Each of these levels is made up of four Sections: Physical Recreation, Skills, Voluntary Service and Adventurous Journey. The Gold Award has an additional requirement – a Gold Residential Project. All participants in the Award must be registered with an Award Unit. The Award Unit must approve all activities (including Assessors) prior to the participant starting that activity.

Participants design their own programme by selecting activities that interest them and then set their goals according to the following minimum requirements (summarised in the table below).

BRONZE	
Physical Recreation	3 months*
Skills	3 months*
Service	3 months*
Plus	All participants must complete another three months in either Physical Recreation or Skills or Service
Adventurous Journey	2 days + 1 night**
SILVER	
Physical Recreation	6 months*
Skills	6 months*
Service	6 months*
Plus	Participants who have not achieved a Bronze Award must complete an additional six months in either Physical Recreation or Skills or Service
Adventurous Journey	3 days + 2 nights**
GOLD	
Physical Recreation	12 months*
Skills	12 months*
Service	12 months*
Plus	Participants who have not achieved a Silver Award must undertake an additional six months in either Physical Recreation or Skills or Service
Adventurous Journey	4 days + 3 nights**
Residential Project	5 days + 4 nights

* These are **minimum** time requirements and are expressed in whole months, during which there should be **regular commitment**. As a guide, regular time commitment is at least one hour per week or two hours per

fortnight. In the case of Service, this may be four hours every four months (in block time periods) dependent on Award Leader approval.

** Satisfactory completion of the Adventurous Journey section includes training and preparation appropriate for the journeys being undertaken and at least one practice journey of a similar nature and duration to the qualifying journey.

1. Any young person aged 14 to 24 can become an Award participant.
2. At Bronze level, if a participant is turning 14 years old in the school year of registering for Bronze **and** 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.
3. A person may start Silver at age 15. If a participant has completed Bronze then they can start Silver before their 15th birthday.
4. A person may start Gold at age 16. If a participant has completed Silver then they can start Gold before their 16th birthday.
5. The Award must be completed by the participant's 25th birthday.
6. Parent/guardian consent is required for participants under 18 years.
7. The standards of achieving an Award are individual effort, perseverance and progress.
8. The Award is to be completed substantially in the participant's own time.
9. For each activity a participant must have a suitable Activity Assessor. An Assessor is an adult, who is not a family member, who has knowledge of the participant's chosen activity and will regularly see the participant taking part in that activity.