

DUKE'S

WAYPOINT

WINTER 2010

NEWSLETTER FOR COORDINATORS
OF THE DUKE OF EDINBURGH'S AWARD
IN NEW SOUTH WALES

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GOLD DUKE ENJOYS VOLUNTEERING ON THE WATER WITH SAILABILITY

Michael O'Donoghue, a Gold participant at St Ignatius' College, Riverview, began volunteering with Sailability in Year 8. Now a high school senior, Michael sails a laser for fun and competition, and volunteers his time in Middle Harbour, helping people with disabilities to participate in sailing. Michael loves sailing, so he finds

that volunteering for Sailability for his Service Section fits in well with his both his hobby and his lifestyle. He enjoys spending a morning out on the water with Sailability sailors.

"I get satisfaction from helping others – because I want to not because I have to," he said.

"If you are into sailing or being on the water, it is a great way to learn more about the sport while contributing back to the community. Sailability is a great place to try sailing – even if you have no previous skills," said Michael.

Recently, Michael was on hand for the launch of Lachlan Clear's boat "Deafender". Lachlan chose Michael as a partner for his very first sail in 2008 because he wanted to go fast. At the launch, Lachlan took his cousin, Jacob Ollifce, on his first solo sail without a volunteer aboard.

A holder of both Bronze and Silver Awards, Michael believes that the Duke of Edinburgh's Award builds life skills and is an ideal addition to a person's resume. "The Award fits into my life because I could count my hobbies and other things I enjoy doing toward a recognised achievement."



GET HELP IN AN EMERGENCY!

ARE PERSONAL LOCATOR BEACONS THE ANSWER?

Information about search and rescue in Australia, including distress beacons and safety communications, is available on the Australian Maritime Safety Authority website www.amsa.gov.au. The search and rescue service is provided by the Rescue Coordination Centre – Australia (RCC), the national search and rescue organisation, which is part of the Australian Maritime Safety Authority (AMSA).

According to AMSA, “Personal Locator Beacons (PLBs) are designed for personal use in both the land and marine environment. These types of beacons are becoming a multi-environment beacon and are required to operate for a minimum of 24 hours once activated.

“Distress beacons should only be used when there is a threat of grave and imminent danger. In the event of an emergency, communication should first be attempted with others close by using radios, phones and other signalling devices. Mobile phones can be used but should not be relied upon as they can be out of range, have low batteries or become water-damaged,” says AMSA.

The AMSA website further states that once activated, a distress beacon with an encoded GPS location can often be detected by the RCC and found within minutes. “Distress beacons that do not have the capability to provide an encoded position also provide an initial alert to the RCC within minutes, but there will be no associated position. If emergency contacts are aware of

trip details or trip details have been submitted online, search operations can be commenced much sooner. If the RCC has to rely on Polar-orbiting satellites to determine the location of a beacon, the time to gain an accurate position may take longer thereby delaying search operations.”

A further note from AMSA informs “that “polar-orbiting satellites overfly the Australian region on average “every “90 minutes but passes may “be anywhere from minutes to five hours apart. To improve response times, ensure distress beacons are “registered and inform emergency contacts of trip details.

Even once a position is obtained, response times then depend on the time for a search and rescue (SAR) unit, such as a helicopter, aircraft or ground party to be readied and transit to the search area. The more remote the location of the distress incident, the longer the response time. **In all instances, be prepared to survive,” says AMSA.**

Registration of PLBs is free and can be completed online at www.beacons.amsa.gov.au. AMSA states that “registration can result in a more efficient search and rescue effort. Digital 406 MHz distress beacons transmit a unique code that identifies a particular beacon when it is activated. A registered 406 MHz beacon will allow the Australian Maritime Safety Authority’s (AMSA) Rescue Coordination Centre to access the registration database and find

contact details: details of registered vessels, aircraft or vehicles; and details of up to three nominated emergency contacts who may be contacted if a beacon is activated and contact cannot be made. These emergency contacts may be able to provide valuable information to the RCC that can assist with a more expedient rescue.”

- Further information on PLB models is available on the AMSA website.
- **Think Before You Trek** is a bush safety initiative between the NSW Police Force and the National Parks and Wildlife Service. It aims to provide bushwalkers and adventurers in the Blue Mountains with a free loaned Personal Locator Beacon (PLB). The PLBs are available on loan from the NPWS Blue Mountains Heritage Centre at Blackheath, and after hours at the Katoomba or Springwood Police Stations.
- Kosciuszko National Park also hires out PLBs to bushwalkers for a small fee – contact the Tumut, Khancoban and Jindabyne NPWS offices for more information.
- PLBs are also available for hire from commercial providers and can be purchased at most quality outdoor stores.
- More information on safety in National Parks is available at www.environment.nsw.gov.au/parksafety
- Additional information on emergency communications is available on the Bushwalkers Wilderness Rescue Squad website. Check out www.bwrs.org.au for more information and training.

DATES SET FOR GOLD AWARD CEREMONIES THIS YEAR

Three Gold Award ceremonies have been set for 2010. This year, over 100 participants will be presented with their Gold Awards certificates at each ceremony: 22 May, 7 August or 27 November.

This formal ceremony is a celebration of each Gold awardee's accomplishments, to which their family and friends are invited. The Vice Regal Patron of the Duke of Edinburgh's Award, Her Excellency Professor Marie Bashir AC CVO, Governor of New South Wales, personally presents each certificate on the lawns of Government House in Sydney.

As only three official Gold ceremonies are held annually, it can take up to a year for a participant to be invited to attend a formal Gold Award presentation. The process is as follows.

Once a participant completes the Gold Award requirements and their Record Book is approved by the State Office, a congratulatory letter is sent to

the participant, along with their Gold badge. Often, schools or organisations acknowledge Gold Awardees at their own presentation days.

Invitations are sent in the order in which Awards are approved. Timely RSVPs are essential, as the Gold Award certificates must be generated and the guest list provided to the Office of the Governor. Media is alerted about the Gold Award ceremony, including a list of names and general details about the recipients. All participants must either accept or decline media notification as part of their RSVP.

Recipients are allowed four guests at the ceremony. Additionally, Award Coordinators and Senior Officers (often the school principal) are invited to attend and may be introduced to the Governor during the ceremony.

All Award recipients and guests are asked to dress smartly. A suit or jacket and tie are suitable for

gentlemen, while dresses, suits or dress pants are appropriate for the ladies. School or youth group uniforms are also acceptable attire but jeans or sneakers are not. Sunscreen and hats are advisable, as the ceremony is held outdoors on the grounds of Government House. In wet weather, St Stephen's Uniting Church serves as backup venue.

A professional photograph of each participant is taken when he or she is presented with their certificate by the Governor. Proofs of these photographs are mailed to Award recipients approximately 10 days after the ceremony, along with an order form for photo packages that can be purchased as a memento of the event. Guests are allowed to photograph the event from their designated area.

After the presentation, Gold Award certificates are immediately placed in protective folders, and all attendees are invited to tour Government House and gardens.

Change in participant registration fees

For many years, the NSW fee structure has been significantly lower than the fees charged in other states. NSW has the largest number of Award participants of any Australian state, yet our fees to date have been kept at nearly one quarter of those in Victoria, the next largest state (in terms of number of participants.)

A new fee structure is being introduced for participants entering The Duke of Edinburgh's Award in 2010, bringing

NSW in line with the price structure in other states. NSW will now join with other states in charging a fee for each level of The Award.

These new fees reflect increasing costs to administer the program and include a participant contribution to provide additional field support services to new and existing Operators and Coordinators, as well as continuing to provide personal accident and public liability insurance, promotional support,

training and the costs associated with presentations and regional visits.

The new fees will also enable us to increase access to The Award in more remote communities and identified disadvantaged groups throughout the state. They represent exceptional value when considering the benefits and opportunities of The Award. NSW will still remain one of the least expensive states in which to do the Duke of Edinburgh's Award.

ONLINE RECORD BOOK ROLLS OUT IN TERM 2

A SIGN OF THE TIMES!

Beginning Term 2, all new participants in New South Wales will begin using the Online Record Book instead of the traditional paper Record Book to track their activities.

The Online Record Book (ORB) is an electronic system for participants to record their Award activities, providing Coordinators the ability to review progress and to provide information and feedback using this efficient data and communication tool designed especially for The Award. It allows for instant entry to The Award and eliminates delays associated with ordering Record Books and submitting paper registration cards, and speeds processing of Award certificates.

The ORB is a significant move forward for The Award and we ask that you embrace this new, efficient method of managing and growing the program. Feedback from Coordinators trialling the ORB has been overwhelmingly positive. See at a glance what your Dukes are up to, generate reports at the touch of a button, and email all of your participants from within the ORB. It's a great tool to help make your job easier!

To get started, Coordinators must first register their school or organisation online in order to accept new participants. Go to www.dukeofed.org.au and click on Online Record Book to begin. Training guides for Coordinators,

Assessors and Participants are available for immediate download, as well as training videos to help you begin using the ORB.

Participants commencing prior to Term 2 will still be able to complete all sections of The Award using the paper Record Book without additional

charge, but can opt to utilise the ORB at any time. A fee will apply to cover the transfer from paper to online Record Books.

We will be conducting user support meetings for the ORB later this year. Watch for more information or call 13 13 02 if you have immediate queries.

Do The Award **Run The Award** **Support The Award** **About The Award** **Your State/Territory**

Home > Run The Award > Resources > Online Record Book Resources

Online Record Book Resources

Welcome to everyone who is on the Online Record Book (ORB). Here you can download all training resources, such as user guides, training videos and your own training exercises to help assist you in getting onto and using the ORB.

If this is your first time using the ORB please download the following:

- **Coordinators** - watch the Coordinator dashboard training video and review the Coordinator User Guide. You may also want to review the Assessor and Participant videos and guides to give you an overview of how these areas of the ORB function.
- **Participants** - watch the Participant training videos (there are a few to help you get started) and read through the Participant User Guide.
- **Assessors** - watch the Assessor dashboard training video and review the Assessor User Guide.

If you have any issues please contact your [State/Territory Office](#).

ORB Training Videos

- Download [Participant Registration Training Video](#) (7315 KB)
- Participant Updating My Details Training Video**
- Download [Participant My Details Training Video](#) (6202 KB)
- Participant How to Set Up Your Award Training Video**
- Download [Participant Award Setup Training Video](#) (6215 KB)
- Participant How to Record Your Activities Training Video**
- Download [Participant Updating Log Training Video](#) (5986 KB)
- Coordinator Dashboard Training Video**
- Download [Coordinator Dashboard Training Video](#) (11246 KB)
- Assessor Dashboard Training Video**
- Download [Assessor Dashboard Training Video](#) (6565 KB)

ORB User Guides

- ORB Participant User Guide**
- Download [ORB Participant User Guide](#) (2804 KB)
- ORB Coordinator User Guide**
- Download [ORB Coordinator User Guide](#) (1651 KB)
- ORB Assessor User Guide**
- Download [ORB Assessor User Guide](#) (1565 KB)

Run The Award

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- [Coordinators](#)
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Sponsors

PRINCIPAL SPONSOR: TRAVEL ASSOCIATES

SUPPORTERS: massmedia studios

Public Liability Insurance Information

We have been informed by the National Award Authority that The Award's Broadform (public liability) insurance cover (Public Liability Policy) does not cover Licensed or Registered Operators. **Operators must understand that they are not covered by The Award's insurance and should take out adequate insurance to cover the activities of The Award.**

The above-mentioned licence between each Registered Operator and Sport and Recreation will specify all requirements in this regard. In the meantime, Registered Operators should contact this office directly if they have any concerns.

Notwithstanding the above, we have been informed by the National Award Authority that the Public Liability Policy currently covers (amongst others) employees, volunteers, Volunteer Coordinators, Assessors, Participant to Participant and work experience students of The Duke of Edinburgh's Award in Australia, (and other specified entities, including e.g. related and/or subsidiary companies).

For detailed information of The Award's insurance policies, please visit the Award website at www.dukeofed.com.au/Insurance.html

Golden Opportunities on the Hume and Hovell Track

Laurel Hill Lodge in Tumbarumba is offering packages for Gold Residential Projects in December this year, in addition to Gold and Silver Adventurous Journeys on the Hume and Hovell Walking Track.

Their Gold Residential package includes Bush Survival Skills and a four-day Wilderness First Aid certificate course, all meals and four nights lodging for \$680 per person. It is tailored specifically to meet the needs of Gold Award

participants, and runs Sunday 5 to Thursday 9 December 2010.

Additionally, Gold and Silver hikes on the Hume and Hovell Walking Track, including pre-expedition planning assistance, is available for groups of four to eight people at a cost of \$128 per person.

More information is available on their website at www.laurelhillforestlodge.com.au

Award Administration Training

Are you new to The Award?
Or are you in need of a refresher?

If you are a new Coordinator, or are assisting coordination of The Award at your school or organisation, Award Administration Training (AAT) is the first stop on your Duke's journey. Our new and improved AAT is soon to become a day-long workshop focusing on Award operations.

Here you'll learn the basics of the Duke of Edinburgh's Award in a hands-on fashion. Find out about the different levels and sections of the Award and how to complete them. Discover the ins and outs of Adventurous Journeys. Have your questions answered by those in the know and meet fellow Coordinators who share your challenges.

AAT is underway in Term 2, so call 13 13 02 to register your interest.

One-on-one AAT continues to be offered by our Field Officers and for Coordinators in outlying areas. Contact 13 13 02 to ask for one of our staff to assist you.

DUKE'S CONTACTS

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SPORT AND RECREATION

Our role is to encourage people in NSW to make physical activity a regular part of their life. We want more people, more active, more often. We do this by working in partnerships to create opportunities for people to get active. Specifically, we work with:

- Industry to develop sustainable infrastructure
- Communities to identify local solutions to physical inactivity
- Government to provide integrated solutions to community needs.

For more information visit www.dsr.nsw.gov.au or call 13 13 02

Resources, contacts and information provided in Waypoint are only representative of the many services, providers and organisations that may be helpful to Coordinators or participants of the Duke of Edinburgh's Award. Inclusion in Waypoint does not imply recommendation or endorsement, nor is the information provided comprehensive or complete. We recommend that you do your own research to find the most suitable services, training, products, organisations or other resources for your program or participants.



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NEWS FLASH! Coordinator Resources CD on its way!

The new and improved Coordinator Resources CD has been released. In addition to such standards as the National Handbook and NSW Supplement, it includes handy forms and materials to make coordinating the Award easier for you.

We've carefully reviewed all of our resources and selected and enhanced those which can best help you and your Participants on the journey through the Award.

CDs will be mailed to each Licensed Operator and are also available from our office by calling 13 13 02. Please **discard old copies** of the Coordinator Resources CD, as previous versions are no longer valid.



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