

## Welcome to the New Zealand Award Module

This module provides you with the NZ-specific information that you will need to deliver the Award locally. These are the things that are in addition to or differ from the International Handbook and many are different because of cultural or regulatory differences that are specific to New Zealand.

Please complete this module as you would any of the others but be aware that no questions from this module will appear in the Award Leader Course Assessment.

You will need to achieve an 80% pass mark in this module and three attempts are permitted, if you don't achieve that on your second attempt please contact National Office on 0800 69 29 27

### This module is separated into the following Sections:

- Adventurous Journey
  - Gold Qualifying Adventurous Journey Approvals
  - Supervision of Adventurous Journey Groups
  - Open Adventurous Journeys
  - Direct Entrant Practice Journeys
  - Parents as Assessors
  
- Service
  - Clarifying Service Placements
  - Multiple Service Activities
  
- Residential Project
  - Clarifying the Criteria
  
- Knowledge Check

Please work through the module and when you are confident you understand the content, move onto the quiz.

## ADVENTUROUS JOURNEY

### Gold Qualifying Adventurous Journey Approvals

Here in New Zealand we pre-approve Gold Qualifying Adventurous Journeys for the following reasons:

- To ensure that the journey fits the requirements of a Gold Qualifier
- So we can see who the Activity Provider is and that they have taken full responsibility for the Safety Management System
- So that we can issue an approval number

All the relevant parts of the Adventurous Journey Approval Form must be filled out so that we can issue the approval number.

Ideally, we need to see the form six weeks before the Journey commences and certainly before you book anything like huts or transport. This extends to three months for overseas journeys.

The approval form can be downloaded from our website [here](#).

Participants should fill this in as part of the planning process and give it to the Award Leader for checking before it is submitted to [info@dofehillary.org.nz](mailto:info@dofehillary.org.nz)

### Common errors found on Gold Adventurous Journey Approval Forms

- Insufficient hours of 'Purposeful Effort'
- Grid references written incorrectly or missing
- Not signed by an Award Leader
- More than seven members in a land-based group
- More than one group per form
- Not all group members listed
- Some group members over 25
- Date/venue of Practice Journeys missing
- Activity Provider is Mum and/or Dad

## Supervision of Adventurous Journey Groups

Because of the challenging nature of New Zealand conditions in the outdoors, we have a tighter approach to group supervision than is indicated in the Handbook, which on page 81, section 8.6.5 says:

*“The Supervisor should make contact with the group at least once each day.”*

Because we have a limited number of tracks compared to (for example) European countries, usually the only way to have any contact with a group is to follow them down their chosen route with a ‘Shadow Party’.

As a result, we use New Zealand Outdoor ‘good practice’ and define supervision of Adventurous Journey groups as follows:

*All Adventurous Journey groups must be supervised by a suitable adult shadow party (determined by your Safety Management System) at all Award Levels for both Practice and Qualifying Journeys.*

*The supervisors are there to ensure the safety of the group in all circumstances and in the case of Practice Journeys they need to observe the group in action to determine whether any additional training is necessary either during or after the Practice Journey.*

*The Shadow Party must have sufficient contact with the group to be able to interpret and circumvent any dangerous or potentially dangerous actions or behaviour and to be able to determine the functionality of the group and its competence during the journey.*

*The actual distance will vary according to the weather and terrain but as a guideline you should be able to hail the group if (for example) they are about to attempt to cross a swollen river or similar hazard and you want them to stop. In practice this may vary between 100 metres – 1 metre on the understanding the maximum distance is not determined by the DofEIA to be safe for any given set of conditions. You may use a different system but the outcome should be ‘all practicable steps’ are taken to ensure the safety of the group.*

*As with all Safety Management Issues it is imperative that you understand your organisation’s Safety Management Systems around group control and safety and do not supersede your own processes with our advice without taking ownership of that part of your Safety Management System.*

*Remember, the main priority of the Shadow Party is to ensure that they all return safely, this should come before any DofEIA requirements or processes.*

## Open Adventurous Journeys

In the Handbook on page 80, section 8.6.3, it says:

*Participants must undertake sufficient practice journeys to ensure that they can complete their qualifying journey safely. Even a highly skilled group of individuals must take part in at least one practice journey together to become familiar with each other's ways of working and develop as a team*

Because of New Zealand's small and very mobile population it is not always possible to ensure that the participants in the practice groups will be the same participants in the qualifying groups. We also have a number of Open Award Centres that cater for participants who cannot fit in with their Award Unit's timetable.

Therefore, in New Zealand, we allow section 8.6.3 to be overridden with the following statement:

*Ideally participants should take part in at least one practice journey together to become familiar with each other's ways of working and develop as a team*

We recommend that Open Award providers, either voluntary or commercial verify the training and other Adventurous Journey activities that are signed off for unknown participants and satisfy themselves that the participant is fit for the journey and will not compromise group safety or performance.

## Direct Entrant Practice Journeys

In the Handbook on pages 31–32, section 3.9, guidance is given on the extra requirements for Direct Entrants (participants who enrol at Silver or Gold without having completed the previous Award level)

On page 77, section 8.5, it says:

- *Participants need to have the appropriate skills to undertake their journey, so must undergo relevant training.*
- *Participants must undertake sufficient practice journeys to ensure that they have the ability to be self-reliant and safe in their chosen environment.*

The emphasis here is on “appropriate” and “sufficient”. Gold Direct Entrants will usually need to start with the Bronze Training if they do not already possess the skills and experience for a 4 day Journey. And although there is no set number of Practice Journeys, it is best to use an approach that introduces the participant to the demands of the outdoors incrementally, so that the Practices have integrity as a learning and conditioning experience.

## Parents as Assessors

Although not specifically mentioned in the Handbook, family members cannot act as the Assessor for any section of the Award - except under the following circumstances on an Adventurous Journey:

### Scenarios

1. If a participant's family member is helping to assess an Adventurous Journey group, there must be another assessor present who is not a family member so that a balanced view of the group's performance can be determined. An Adventurous Journey group passes or fails as a group; there are no circumstances whereby some members will fail and others pass unless a participant had to leave the group and return home (usually because of sickness).
2. An Adventurous Journey cannot be run as a family group. Parents may not supervise or assess any journey if the group consists only of their family members. This is to ensure that all decisions around performance are made without bias, i.e. not being too hard or too lenient on the participant.

The group should be trained to cope with all eventualities that could occur within the group. This should include training on how to negotiate through disagreements if plans need to be changed to accommodate an injured group member, or to assist a participant struggling with one or more elements of the journey.

## SERVICE

### Clarifying Service Placements

The Service section in New Zealand is the same as outlined in the Handbook, but with the following clarification around Service placements.

Service activities should preferably be carried out for a 'not-for-profit' or community organisation. Where the activities are undertaken for a 'for-profit' organisation, it is important that the volunteer is not replacing a paid position, but is adding value through an activity that is not already performed by a paid employee.

The only time that any kind of payment would be acceptable is if the participant was getting paid to work at a 'for profit' organisation as a method of raising funds for a charity or other worthwhile cause.

#### Examples

While volunteering at a community medical centre is acceptable, assisting at a private or commercial medical centre is not (unless it's as a method of raising funds for a charity or other worthwhile cause).

Coaching a sports team is fine provided it is not operating as a profit-making business. Any activity for a local council is acceptable.

Reading to a resident at a 'for-profit' Retirement Home is acceptable, but working in the kitchens is not. Note that any activity carried out for a 'not-for-profit' Retirement Home is considered to be acceptable.

### Multiple Service Activities

In New Zealand, we allow a participant to undertake an unlimited variety of unrelated Service activities, provided those activities sit under the umbrella of a wider Service programme run by an Award Unit, i.e. school, Guides, Scouts or a church group.

The idea is that the group will assume responsibility for facilitating the programme – in particular, appointing someone in the role of Assessor to provide ongoing support to the participant, and to sign off the activity for them on completion.

## RESIDENTIAL PROJECT

### Clarifying the Criteria

Overseas Residential Projects require prior approval from National Office before the participants leave New Zealand, and will be assessed on a case-by-case basis. The exception to this would be trips with Antipodeans Abroad, World Challenge and Youth to Everest which are all pre-approved.

In order to be approved for an overseas Residential Journey, participants are expected to:

- Spend five days and four nights away from home;
- Spend time with people you don't already know; and
- Engage in eight hours of purposeful activity in an unfamiliar setting with these new people. If, however, participants are travelling with a school group, club or sports team, and therefore know some of the others in the group, consideration would be given to those who:
  - Stay in individually-billeted accommodation (although this may not be possible in some village settings)
  - Are separated into working groups with people they do not know (as a general guide, a ratio of one person that the participant knows for every nine that they do not)

#### *Examples (these also apply to domestic Residential Projects)*

1. A school group flies to a Pacific Island to work on rebuilding a community house. There are 10 participants from the school who, although they do see each other at school, are not part of the same peer group. They are separated into smaller groups to work with local residents, they sleep as a group in the village church, and eat with the villagers.

*This is very likely to be approved.*

2. A representative netball team is going to Melbourne for an under-18 tournament. The team, who has played together in age-grade tournaments for several years, will travel together, stay in a hotel together, practice and socialise together. They play against another team each day.

*This is unlikely to be approved.*

3. A cultural exchange group goes to Japan for seven days. Each member of the group, regardless of whether they are Award participants or not, will stay with a host family for the duration of the trip (apart from the first and last nights when they stay in a hotel).

*During the day, the Kiwi students and their Japanese counterparts will visit cultural sites and also attend a Japanese school. This is very likely to be approved. However, if the individuals in the group were not being billeted, the daytime activities would not be sufficient on their own to meet the Residential Project criteria.*