



Bronze Duke of Ed Booklet

Duke of Ed Booklet

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Duke of Ed Overview

The Duke of Ed program aims to develop “character” by making you do tons of difficult things in order to be qualified. It’s fun, it makes you more interesting and less of a whiner and it looks good on a resume.

One of the trickier aspects of the program is completing all of the paperwork and understanding the requirements. This program is entirely optional.

If you cannot maintain the dedication necessary to complete it then nobody will pressure you or hassle you, you will just quietly fail.

So, yes, it is up to you to motivate yourself to get it all complete.

It is nobody’s responsibility to complete this program but yours.

For a more exciting, and less responsibility heavy, spiel read this;

<http://www.dukeofed.com.au/Do-The-Award.html>

Or watch this;

<http://www.youtube.com/watch?v=QHYPaNiXcXA>

Aww, “friendships that can last a lifetime”.

I note that “unforgettable memories” doesn’t always mean good memories. Leeches!

STEP 1: School Registration

The very first thing you need to do is get your parents to complete the school permission note.

Then pay online or at the office.

Then give the permission slip to Ms Oh in Maths.

STEP 2: Online iORB Registration

You then register online through their website with the following details.

<http://www.dukeofed.com.au/resources/online-record-book/>

- Country: Australia
- Operating Authority: New South Wales
- Award Unit: Burwood Girls High School
- Award Leader Email Address: heather.oh@det.nsw.edu.au
- Award Level: Bronze (or Silver if applicable)
- Contact Details: Fill in, the secondary email could be a parent (You’ll need to put a mobile number as +61 and skip the first 0)
- Participant Details: Fill in your details
 - Then choose this option (as long as it’s true!): My parent/guardian consent has already been given to my Award Leader
- Profile: Fill in your details, the answer is probably No.
- Payment: Pay Award Leader or Unit (you’ve already paid the school).
- Orb Account: Create a password and agree to things (or not).

They then bill us for your participation.

You must be 14 years old to begin the Bronze Duke of Ed.

You cannot begin any of the following sections until you have registered online.

STEP 3: Physical Recreation, Skill and Service

You decide on what activities you would like to be involved in.

You can do these three activities at the same time.

If you are doing the Bronze level you will need to commit to one hour per week for twelve weeks (three months).

There is some wiggle room for two hours per fortnight, etc.

One of the three you choose to be your “major” section and you will complete an additional three months (so, six in total).

<http://www.dukeofed.com.au/about-the-award/award-framework/>

If you are doing Silver then it’s six months for each of the three sections.

Your family members cannot act as your assessors.

If you mess any of this up then you will have to do it again.

3A) ASSESSORS

<http://www.dukeofed.com.au/delivering-the-award/assessors-supervisors/>

All assessors must agree to the Code of Conduct and "Working with Children" check. They should fill in the form and bring them to Ms Oh when signed.

<http://www.dukeofed.com.au/resource/volunteer-code-of-conduct/>

All of your assessors can register online to certify that you've completed each section.

Or, if that's too hard they can fill in pages 1 and 5 of this PDF and you can then scan and upload that document to show that you have completed it.

<http://www.dukeofed.com.au/wp-content/uploads/2015/10/NSW-Offline-Records-Bronze-August-2015.pdf>

3B) PHYSICAL ACTIVITY

A physical activity is anything in which you break a sweat.

An out of school sport is a good idea; anything you do in school CANNOT count.

However, you could commit to a yoga/Pilates class or do jogging or swimming.

However, you will need an assessor to certify that you have improved in your activity.

The assessor could be a PE teacher if they are amenable.

<http://www.dukeofed.com.au/about-the-award/sections-in-detail/physical-recreation/>

3C) SKILL

A skill is anything in which you don't break a sweat.

You could learn to play a musical instrument or to knit.

However, again you will need to commit to one hour per week for twelve weeks and have an assessor to certify that you have improved in your skill.

The assessor could be a Music or TAS teacher if they are amenable. Bring along a diary, photo journal or baked goods to demonstrate your progress.

<http://www.dukeofed.com.au/about-the-award/sections-in-detail/skills/>

3D) SERVICE

Then you have to do volunteer work.

There are tons of local charities which are used to Burwood Girls tromping through.

I recommend you check out the Go Volunteer site and find something fun or which aligns with your interests.

<http://www.dukeofed.com.au/about-the-award/sections-in-detail/service/>

<http://govolunteer.com.au/>

And, again, one of these three sections is your "major" and you have to do it for 6 months instead of 3 months.

STEP 4: Adventurous Journey

You don't have to do the Adventurous Journey through the school; there are other organisations which run them.

However, going on a bushwalk with your friends is kind of part of the fun.

Before going on the walk you have to do the Preparation Day in school hours.

Then you will have two walks, the "Training Walk" and the "Qualifying Walk".

Honestly, there's not a lot of difference.

Both walks cover 14-24km up and down mountains over two days with one night of camping.

You will need to have some level of fitness; even people who regularly play sports find this challenging.

I recommend that in the six weeks leading up to the walks that you exercise regularly (sport a couple of times a week will do) and *plank* for as long as you can each day.

Even quite fit sporty people find that carrying the 12-20kg backpack up mountains can be hard on their back.

I, or other teachers, are your assessors for this section.

And that's it. Once you have all of the sections signed off by your assessors, you have completed the Duke of Ed!



Service



**Physical
Recreation**



Skill



**Adventurous
Journey**



**Residential
Project**

BRONZE 14+ years	3 months	3 months	3 months	2 days/1 night (1 x practice Journey & 1 x qualifying journey)	N/A Gold Level only
Averaging at least 1 hour per week. Plus additional 3 months for a Major Section-either Service, Skill or Physical Recreation *					
SILVER 15+ years	6 months	6 months	6 months	3 days/2 nights (1 x practice Journey & 1 x qualifying journey)	N/A Gold Level only
Averaging at least 1 hour per week. Plus additional 6 months of a Major Section if Bronze Award not completed.*					
GOLD 16+ years	12 months	12 months	12 months	4 days/3 nights (1 x practice Journey & 1 x qualifying journey)	5 days/4 nights
Averaging at least 1 hour per week. Plus additional 6 months of a Major Section if Silver Award not completed.*					



Service

The Service Section of the Award encourages young people to volunteer their time to and understand the benefits of this service to their community. To connect with your community and give service to others and their communities. [Read more](#)



Physical Recreation

The Physical Recreation Section of the Award encourages young people to participate in sport and other physical recreation for the improvement of health, wellbeing and fitness. [Read more](#)



Skills

The Skills Section of the Award encourages the development of personal interests and practical and social skills. [Read more](#)



Adventurous Journey

The Adventurous Journey Section encourages a sense of adventure whilst undertaking a team journey or expedition. As part of a small team, participants will plan, train for and undertake a journey with a defined purpose in an unfamiliar environment. [Read more](#)



Residential Project (Gold only)

The Residential Project, completed only at Gold level, aims to broaden Participants' horizons through involvement with others in a residential setting. [Read More](#)

From <http://www.dukeofed.com.au/about-the-award/award-framework/>

1.6.1 The Award Framework

There are three levels to The Award: **Bronze/Silver/Gold**. Each of these levels is made up of four mandatory Sections: Physical Recreation, Skill, Service, and Adventurous Journey. The Gold Award has an additional requirement – a Residential Project.

SECTION	WHAT IT'S ABOUT FOR PARTICIPANTS
Service	Connecting with your community by giving service. Any area of interest in the community, such as youth work, the environment or charity work.
Physical Recreation	Improving your physical fitness and wellbeing. This could be through a team sport, individual pursuit or simply getting out there and working up a sweat.
Skill	Unleashing your talents and broadening your abilities. Anything from refereeing, to DJing, to learning a musical instrument, to jewellery making. Do your thing!
Adventurous Journey	This is the only section that requires the activity to be undertaken in a team. Discovering your sense of adventure and bonding with your friends.
There is an additional Section for Gold only	
Residential Project	Broadening your horizons and opening your eyes to the world. In Australia or anywhere around the globe, limited only by your imagination.

For each Section, Participants must select an activity that fits within the Section guidelines and undertake this for the minimum amount of time specified. For example, a Participant may choose swimming for Physical Recreation, guitar for Skill, assisting at a charity shop for Service and a hiking expedition for their Adventurous Journey. The time frame is dependent on their chosen Award level.

A Major Section must be chosen for each Award level where a Participant hasn't completed a previous Award level. This includes all Bronze Participants, all Silver Participants who have not completed their Bronze Award and all Gold Award Participants who have not completed their Silver Award. The Major Section is undertaken for an additional length of time. A Participant can choose their Major Section from Physical Recreation, Skill or Service. The time taken varies dependent on the Award level. Please see the following chart for details.

1.6.2 The Award Time Requirements

Time Requirements	Bronze	Silver	Gold
Physical Recreation	3 months ⁱ	6 months ⁱ	12 months ⁱ
Skill	3 months ⁱ	6 months ⁱ	12 months ⁱ
Service	3 months ⁱ	6 months ⁱ	12 months ⁱ
Plus for the Major Section	All Participants must complete an additional 3 months in either Physical Recreation, Skill or Service.	Participants who have not achieved a Bronze Award must complete an additional 6 months in either Physical Recreation, Skill or Service.	Participants who have not achieved a Silver Award must complete an additional 6 months in either Physical Recreation, Skill or Service.
Adventurous Journey	2 days + 1 night ⁱⁱ	3 days + 2 nights ⁱⁱ	4 days + 3 nights ⁱⁱ

Time Requirements Explained

- i. The Award Time Requirements are minimum time requirements and are expressed in whole months, during which there must be regular time commitment.
 - a) Regular time commitment is based on a minimum of one (1) hour per week. However, the Award Leader has discretion to allow activities that are best completed in larger block of time¹, such as two (2) hours per two week period or four (4) hours per four week period².
 - b) Participants are encouraged to continue their activities beyond the minimum time requirements.
 - c) If a Participant is required to take a break (e.g. school holidays or exams) they may still count their previous activities toward their Award. Breaks are fine so long as the Participant shows regular commitment over the specified whole number of months required for the Award level they have chosen.
 - d) The minimum length of time for undertaking Award activities is a condition of completing The Award.
 - e) It is not possible to achieve an Award in a shorter time span by working more intensely.

¹ Larger blocks of time would typically be more appropriate for Participants living in remote areas, Participants living with mobility restrictions, or for activities requiring access to facilities not readily available on a weekly basis.

² A four week period begins from the date of a Participant's first log entry for that activity (as calculated in the ORB).

- ii. Satisfactory completion of the Adventurous Journey Section includes:
 - a) Preparation and training is appropriate for the journey or mode of travel being undertaken.
 - b) At least one practice journey of the same time frame and using the same mode of travel as the qualifying journey at each level of The Award.
 - c) Please see section 6 in this Handbook on the Adventurous Journey for more detail.

Participant Name

Duke of Ed Award Unit
(ie school or organisation)

NSW Offline Records - Bronze

There are two ways to record your Duke of Ed activities:

- Online - for information on how to use the ORB go to: dukeofed.com.au/Online-Record-Book-Resources.html
- Offline - use these Records, also available at: dukeofed.com.au/Resources-NSW.html

REMEMBER: You must do an extra three (3) months for one of the regular Sections (ie Skill, Service or Physical Recreation). This six (6) month activity is known as your Major Section.

Skill, Service and Physical Recreation activities need to be undertaken *regularly*, which means one (1) hour per week, two (2) hours per two week period or four (4) hours per four week period.

Skill Record

My Skill activity is:

My Assessor has been approved by my Award Leader ☐

Three month commitment ☐

Month	Date	Time spent
1	Week 1:	
	Week 2:	
	Week 3:	
	Week 4:	
2	Week 1:	
	Week 2:	
	Week 3:	
	Week 4:	
3	Week 1:	
	Week 2:	
	Week 3:	
	Week 4:	
Total		

My Skill goal is:

Six month commitment ☐ (ie this is my Major Section)

Month	Date	Time spent
4	Week 1:	
	Week 2:	
	Week 3:	
	Week 4:	
5	Week 1:	
	Week 2:	
	Week 3:	
	Week 4:	
6	Week 1:	
	Week 2:	
	Week 3:	
	Week 4:	
Total		

Assessment Report

As

Assessor Signoff

I certify, as the Skill Assessor, that this Participant has worked towards achieving their goal and has undertaken the activity regularly over the required time period (please see explanation of "regularly" above).

Name

Signed

Date

Participant Name Duke of Ed Award Unit (ie school or organisation)

Service Record

My Service activity is:

My Service goal is:

My Service Assessor has been approved by my Award Leader ☐

Three month commitment ☐

Six month commitment ☐ (ie this is my Major Section)

Month	Date	Time spent
1	Week 1:	
	Week 2:	
	Week 3:	
	Week 4:	
2	Week 1:	
	Week 2:	
	Week 3:	
	Week 4:	
3	Week 1:	
	Week 2:	
	Week 3:	
	Week 4:	
Total		

Month	Date	Time spent
4	Week 1:	
	Week 2:	
	Week 3:	
	Week 4:	
5	Week 1:	
	Week 2:	
	Week 3:	
	Week 4:	
6	Week 1:	
	Week 2:	
	Week 3:	
	Week 4:	
Total		

Assessment Report

As the Service Assessor please comment on the Participant's improvement/performance/commitment:

Assessor Signoff

I certify, as the Service Assessor, that this Participant has worked towards achieving their goal and has undertaken the activity regularly over the required time period (please see explanation of "regularly" on page 1).

Name

Signed

Date

Participant Name Duke of Ed Award Unit (ie school or organisation)

Physical Recreation Record

My Physical Recreation activity is:

My Physical Recreation goal is:

My Physical Recreation Assessor has been approved by my Award Leader ☐

Three month commitment ☐

Six month commitment ☐ (ie this is my Major Section)

Month	Date	Time spent
1	Week 1:	
	Week 2:	
	Week 3:	
	Week 4:	
2	Week 1:	
	Week 2:	
	Week 3:	
	Week 4:	
3	Week 1:	
	Week 2:	
	Week 3:	
	Week 4:	
Total		

Month	Date	Time spent
4	Week 1:	
	Week 2:	
	Week 3:	
	Week 4:	
5	Week 1:	
	Week 2:	
	Week 3:	
	Week 4:	
6	Week 1:	
	Week 2:	
	Week 3:	
	Week 4:	
Total		

Assessment Report

As the Physical Recreation Assessor please comment on the Participant's improvement/performance/commitment:

Assessor Signoff

I certify, as the Physical Recreation Assessor, that this Participant has worked towards achieving their goal and has undertaken the activity regularly over the required time period (please see explanation of "regularly" on page 1).

Name Signed Date

Volunteer Code of Conduct

The Volunteer Code of Conduct is reproduced below. Please refer to the national website, www.dukeofed.com.au, for the most recent version of this document.

For the purposes of The Duke of Ed, and therefore this document, a “Volunteer” means anyone over the age of 18 who assists with The Duke of Ed, either in a paid or unpaid capacity. This includes all Award Leaders, Assessors and Supervisors.

In consideration of the Award Unit, _____
[name of School/Organisation/Group]

approving me as an Award Leader/Assessor/Supervisor/Volunteer in relation to The Duke of Edinburgh’s International Award (The Duke of Ed), I undertake that I will:

1. Comply with and exercise due care in carrying out my Roles and Responsibilities (as outlined in Section 2.2 of The Duke of Ed Handbook, and at www.dukeofed.com.au).
2. Comply at all times with the requirements of The Duke of Ed and with all applicable laws relevant to fulfilling my obligations to The Duke of Ed.
3. Meet all applicable Child Protection Legislation requirements in my State/Territory.
4. Undertake training and meet accreditation requirements, as appropriate.
5. Respect the privacy of persons served by The Duke of Ed and hold, in confidence, sensitive, private and personal information collected in relation to The Duke of Ed in accordance with the Privacy Policy of The Duke of Edinburgh’s International Award in Australia [ACN 114 269 195] (National Award Authority) and the law (reports of child abuse or neglect will be handled under the relevant State/Territory legislation).
6. Immediately advise the aforementioned Award Unit of any matter of which I am involved that has or could lead to criminal conviction. Advise the Award Unit of any Officer or employee of the Award Unit; or any Award Leader/Assessor/Supervisor/Volunteer involved in the management and/or delivery of The Duke of Ed, who I believe has acted in a way which may be detrimental to the good name of The Duke of Ed.
7. Comply with the Key Principles of The Duke of Ed (as outlined in Section 1.5 of The Duke of Ed Handbook).
8. Represent The Duke of Ed with professionalism, dignity and pride, and be responsible for conducting myself with courtesy and appropriate behaviour.
9. Undertake my role in a safe work environment. This includes: taking reasonable care for my own health and safety; ensuring that my conduct does not adversely affect the health and safety of others; compliance with any reasonable instructions relating to health and safety; and cooperation with any reasonable policy or procedure relating to health and safety that applies to me, my colleagues, people I am supervising or who are considered to be in my care.
10. Follow through and complete agreed tasks and commitments.
11. Conduct myself in a respectful manner, exhibit good conduct and be a positive role model.
12. Display respect and courtesy for Participants of The Duke of Ed, other Volunteers, staff, contractors and property.

13. Provide a safe environment by not harming youth or adults in any way, whether through discrimination, sexual harassment, physical force, verbal or mental abuse, neglect, or other harmful actions.
14. Work cooperatively as a team member with employees of The Duke of Ed and other Volunteers.
15. Undertake to provide assessment for The Duke of Ed only in areas where I am suitably qualified and/or experienced.
16. Copy and distribute materials the Award Unit gives me only for the purposes of The Duke of Ed and will not otherwise use them without the prior written consent of the National Award Authority.
17. Not use those materials in any way which would bring The Duke of Ed, Award Unit, State/Territory Award Operating Authority or the National Award Authority into disrepute.
18. Immediately stop use of all materials once my involvement with The Duke of Ed ends.
19. Ensure that any improvements or developments or new versions of the materials, including new materials I create based on or incorporating them, belong to the National Award Authority and I assign all rights, including intellectual property rights in them, to the National Award Authority.
20. Ensure that any documents, collateral, website pages or other items that utilise The Duke of Ed logo meet all requirements of the National Style Guide (available from the National Award Authority).
21. Ensure that all new materials utilising The Duke of Ed logo which contain interpretive content* regarding The Duke of Ed has been approved by the National Award Authority prior to being circulated. A copy of all such materials will be retained by the National Award Authority for reference purposes

I am aware of my obligations as outlined in this document and that my approval as a Volunteer/ Award Leader/Assessor/Supervisor in relation to The Duke of Ed may be terminated as a result of any breach by me of the undertakings in this document.

☐ **I agree to the above terms**

☐ **I am over 18 years of age**

VOLUNTEER'S NAME

ADDRESS

PHONE

EMAIL

SIGNATURE

DATE

* Interpretive content refers to any information published by The Duke of Ed which has been re-worded.

PARTICIPANT'S AWARD PLAN

TO BE COMPLETED AND RETURNED TO YOUR AWARD LEADER.

NOTE: ASSESSORS MUST BE CONFIRMED BY THE AWARD LEADER

NAME _____ DATE OF BIRTH / /

PHONE (H) _____ PHONE (M) _____ EMAIL _____

WHICH LEVEL ARE YOU ATTEMPTING? (PLEASE CIRCLE) BRONZE / SILVER / GOLD

WHAT HAVE YOU CHOSEN AS YOUR MAJOR SECTION? (if applicable) PHYSICAL RECREATION / SKILL / SERVICE

PHYSICAL RECREATION

ACTIVITY CHOSEN _____

PROPOSED DATE OF COMMENCEMENT / / PROPOSED DATE OF COMPLETION / /

GOAL/PURPOSE _____

ORGANISATION INVOLVED _____

ASSESSOR NAME _____

PHONE (W) _____ PHONE (M) _____ EMAIL _____

ACTIVITY EXPERIENCE/QUALIFICATION _____

AWARD LEADER USE ONLY ☐ CHILD PROTECTION REQUIREMENTS MET ☐ VOLUNTEER CODE OF CONDUCT AGREED TO

SKILL

ACTIVITY CHOSEN _____

PROPOSED DATE OF COMMENCEMENT / / PROPOSED DATE OF COMPLETION / /

GOAL/PURPOSE _____

ORGANISATION INVOLVED _____

ASSESSOR NAME _____

PHONE (W) _____ PHONE (M) _____ EMAIL _____

ACTIVITY EXPERIENCE/QUALIFICATION _____

AWARD LEADER USE ONLY ☐ CHILD PROTECTION REQUIREMENTS MET ☐ VOLUNTEER CODE OF CONDUCT AGREED TO

SERVICE

ACTIVITY CHOSEN _____

PROPOSED DATE OF COMMENCEMENT / / PROPOSED DATE OF COMPLETION / /

GOAL/PURPOSE _____

ORGANISATION INVOLVED _____

ASSESSOR NAME _____

PHONE (W) _____ PHONE (M) _____ EMAIL _____

ACTIVITY EXPERIENCE/QUALIFICATION _____

AWARD LEADER USE ONLY ☐ CHILD PROTECTION REQUIREMENTS MET ☐ VOLUNTEER CODE OF CONDUCT AGREED TO

ADVENTUROUS JOURNEY

ORGANISATION INVOLVED

ASSESSOR NAME

PHONE (W)

PHONE (M)

EMAIL

ACTIVITY EXPERIENCE/QUALIFICATION

AWARD LEADER USE ONLY

☐

CHILD PROTECTION REQUIREMENTS MET

☐

VOLUNTEER CODE OF CONDUCT AGREED TO

RESIDENTIAL PROJECT (GOLD LEVEL ONLY)

ACTIVITY

ORGANISATION THROUGH WHICH YOU WILL BE DOING YOUR PROJECT

PROPOSED DATE OF COMMENCEMENT

/

/

PROPOSED DATE OF COMPLETION

/

/

GOAL/PURPOSE

ASSESSOR NAME

PHONE (W)

PHONE (M)

EMAIL

ACTIVITY EXPERIENCE/QUALIFICATION

AWARD LEADER USE ONLY

☐

CHILD PROTECTION REQUIREMENTS MET

☐

VOLUNTEER CODE OF CONDUCT AGREED TO

PARTICIPANTS SIGNATURE

DATE

/

/

To be completed by parent/carer of Participants aged under 18 years. I have satisfied myself that any Assessor listed above who is not an employee of the Award Unit is qualified to instruct, supervise or assess the relevant Section of The Award program. I will also ensure that my child or I, notify the Award Unit if an Assessor who is NOT already listed on this Plan is intending to undertake Award activities with my child. (i.e. a listed Assessor changes or an Assessor not yet listed intends to undertake Award activities with my child)

PARENT/GUARDIAN NAME

CONTACT NUMBER

EMAIL

PARENT/GUARDIAN

DATE

/

/

THE PARTICIPANT/PARENT SHOULD RETAIN A COPY OF THIS SIGNED FORM

AWARD LEADER USE ONLY

AWARD LEADER SIGNATURE

DATE

/

/



DUKE OF EDINBURGH'S AWARD

Dear Parents or Guardians,

The Duke of Edinburgh's Award is offered through Burwood Girls High School. The Award is a non-competitive program of community, practical, adventurous and physical activities embracing the four categories of Volunteering, Skills, Adventurous Journey and Physical Recreation. These provide an opportunity for students to acquire and develop skills, initiative and self-esteem, which will help them become more confident members of the community. Participation in the Award is highly regarded by many employers and organisations.

Participants, in conjunction with adult helpers, devise an individual program of activities that is flexible enough to satisfy their enthusiasm and meet their aptitudes, capabilities and available resources.

There are three levels of Award: Bronze, Silver and Gold. All participants will be attempting the Bronze Award. Upon achievement of the Award participants may elect to attempt the Silver Award if they wish, although this may need to be undertaken with another "registered operator" of the Award.

Please consider all the information carefully before entering the program. As you will soon see, the onus is very much on the participant to devise a program, determine its suitability and feasibility, organise instructors/assessors and progress accordingly. Help is available, but this program is mostly self-directed.

Information regarding the Award can be found on the website <http://www.dukeofed.com.au/>. Students will be required to register their Award through the website and should familiarise themselves with the online interface (ORB).

We hope that students take advantage of this opportunity to join the Award. If a decision is made to attempt the Award, please complete the preliminary permission slip below and return (with payment) to the front office by Thursday 1 April 2021 (Week 10, Term 1).

If you have questions please contact me at heather.oh@det.nsw.edu.au or 97473355.

Yours faithfully,

Heather Oh, Duke of Ed Coordinator

BRONZE

Pay at the front office and then return the permission slip to Ms Oh in the Maths Staffroom by Thursday 1 April 2021. Please pay ONLINE or bring the correct money when paying.

I give permission for (full name) _____ to begin participation in the **Bronze Duke of Edinburgh's Award** at Burwood Girls High School.

I understand I must pay \$180 to cover registration, insurance and training day costs.

Signed: _____ Date: _____

Print name: _____ Ph: _____

Payment options:

- **Preferred: ONLINE** via school website anytime up to 6:00pm one day prior to the due date for payment: <https://burwoodg-h.schools.nsw.gov.au/> OR via Statement of Account received via School Bytes.
- In person between 8:30am and 2:00pm at the front office, by cash, eftpos, or cheque payable to "NSW Government Schools".

☐ I have made a payment on the school website. My receipt number is: _____

OFFICE USE Receipt Code 191345
