

Adventurous Journey (AJ) Planner

This document outlines some of the key points to consider when planning your AJs. This planner should be used in conjunction with [the Australian Award Handbook](#) and other related governance materials.

Overarching principles

The AJ is all about getting out and going on a journey in **an unfamiliar and challenging environment with an agreed Team Goal**. More than any other Section of the Duke of Ed Framework, the AJ is about **teamwork** and social connection with both the team members who will undertake the journey and the Volunteers who instruct, supervise, and assess the journey. The journey creates the environment for group work through planning, task sharing, problem solving, role allocation, and team reflection.

Although the Adventurous Journey is most frequently undertaken in the outdoors in the form of a bushwalk, it may be undertaken with many different types of personal physical effort, in a National Park, in an urban setting, or even in a virtual or partly virtual mode.

All AJ requirements must consider any applicable State or Territory Government requirements (policies or regulations), adventure activity standards, or industry guidelines.

Participants choose their type of AJ and specific location etc., taking into account any requirements or limitations set by the Award Centre, and they must have their proposed AJ approved by their Award Leader.

Outsource or run in-house?

Having appropriately qualified AJ supervisors is a critical consideration in ensuring the safety of the Participants and a successful outcome. If the Award Centre does not have appropriately qualified staff within their organisation to lead or assist with an AJ then they should consider outsourcing their AJs.

The [Activity Provider directory](#) is a good place to start if you are looking to outsource your AJs. The Award Leader, or appointed representative, should still be able to participate in an outsourced AJ as an Assessor.

Once you have conducted due diligence on the External Provider(s) you will need to communicate this information to Participants prior to them registering so they are aware that if they can't make the school-arranged AJ, they will need to complete an 'Open' AJ through one of the approved Providers.

Risk Management

The Award Centre holds the overall responsibility for determining whether an AJ is appropriate and needs to undertake necessary risk management assessments according to both Australian Award Handbook requirements and organisational governance. This may include but not be limited to:

- a) Whether proposed Journeys meet requirements
- b) Whether Participant(s) have shown sufficient competencies to undertake journey
- c) All participating adults meet legislative Child Safe requirements
- d) Supervisors (both internal and external) are appropriately qualified for the proposed journey
- e) When applicable, prior to departing on every AJ, trip intentions are lodged with the appropriate authorities noting the details of the Emergency Contact eg local police, landowners (such as National Parks/ Lands authorities)

- f) An Emergency Contact is nominated prior to departure for every AJ, and they have copies of all-important operational documents
- g) Emergency / Communications devices are appropriate
- h) Appropriate Emergency / Critical Incident Response and Communications Plans are completed / authorised for every Journey
- i) Appropriate insurance cover is in place for journey type
- j) In addition to the requirements above, you should establish a 'Pre-approval process' for Participants attending 'open' trips with an external Supervisor (eg in the school holidays) which should include but not limited to:
 - Which approved Provider they want to book with
 - Details of the journey (Practice or Qualifying, dates, location, mode of travel)

Related governance resources

- The Australian Adventure Activity Standards (www.australianaas.org.au)
- The Sport Safety Guidelines (NSW Department of Education)
- Award Centre guidelines/policies/procedures have been understood and adhered to
- Award Centre Risk Assessment/Management Plans (see Sport Safety Guidelines for sample)

Reporting

The three main components of the AJ need to be appropriately recorded in the ORB

1. Preparation And Training
2. Practice Journey(s)
3. Qualifying Journey(s).

The journey logging and reporting requirements are agreed between the Participants and Assessor and approved by the Award Leader prior to undertaking the journeys.

Adventurous Journey Ideas

Prior to undertaking any activities, please refer to The Duke of Edinburgh's International Award –Australia insurance policies available at <http://www.dukeofed.com.au/resources/insurance/>

- Bushwalking/hiking through the Blue Mountains
- River and lake waterways-based journeys – canoeing, rafting, dragon boating, SUP
- Sea based journeys – tall ships
- Cycling tour of the Hunter Valley
- Horse riding in the Megalong Valley
- Cross-country skiing or mountain biking in the Snowy Mountains
- Environmental studies and/or research
- Urban challenge, camping on Cockatoo Island
- Historical and/or cultural research
- Experiencing and understanding other languages/cultures
- Historic train or paddleboat journeys, e.g. if mobility is restricted
- [Virtual Explorations](#)