Your child / ward has earned a digital badge for participating in [enter activity]!

**What are digital badges?**  
A smart, simple, and visual way of recognising learning and achievements outside of formal qualifications.

Remember that ‘certificate of achievement’ you got at school, or the sew-on badges you earned for swimming? Digital badges have the same idea but are awarded and stored entirely online – you can’t lose them down the sofa or behind the fridge, and the information contained within them can be used in a variety of ways.

**What can my child do with a digital badge?**  
Badges can be featured on CVs, shared on social media, or simply stored in a digital badge passport ready for future use.

While you might not be worrying about their career prospects at this time, the badge they have earned is a celebration of the new skills they’ve explored today, you never know, this might be the start of a future in [enter sector / industry / learning area associated with this activity]!

**What does this cost?**  
Claiming a digital badge is completely free.

**How can I get the badge for my child?**  
Children under the age of 13 need your consent to claim a badge. You can claim the badge on their behalf using your own email address, or, if you support them to manage their own email address and feel comfortable doing so, you could help them to claim it themselves.

To claim the badge:

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| 1. | Check the accompanying [certificate/flyer(s)]. Scan the QR code and open the link. |
| 2. | Complete the short form.   * Claim Code: (on the accompanying [certificate/flyer(s)].) * Your name: (Enter your child’s name is in this box.) * Your email address: (Enter your / your child’s email address) * Any other information you have entered into your badge application form |
| 3. | Accept the Privacy Notice and click ‘Submit’. The email address entered will receive an email. |
| 4. | Open the email and click [enter your chosen button link text in badge application message] to accept the badge. |

After accepting the badge, you will be presented with options for what to do with it, including storing in a digital badge passport.

For more information on managing a passport account on behalf of your child, please visit <https://knowledge.realideas.org/my-skills-backpack-managing-badges-on-behalf-of-an-earner>