



October 2017

Dear Parent/ Guardian

DUKE OF EDINBURGH AWARD INFORMATION

As part of our ongoing commitment to provide your son/daughter with opportunities to enhance and develop their communication, independence, confidence and life skills we are offering all year 9, 10 and 6th Form students the chance to enrol on the Duke of Edinburgh Award scheme.

The Duke of Edinburgh Award is nationally recognised by employers as an excellent qualification to hold due to the commitment, leadership and team work skills which are involved in completing the award and which are invaluable qualities to any workforce.

There are 3 levels to the award. These are Bronze, Silver and Gold. At Bronze level students need to complete four sections to pass the award. The minimum amount of time it would take to complete is 6 months.

The sections are: Physical Recreation, Skills, Volunteering, Expedition.

Your son/daughter will need to commit to attending the session, after school on a Monday 3.00-4.00pm (commencing after half term) to give them the best chance of completing the award successfully. They will also need to commit to a practice walk (one day), a practice expedition (2 days bronze, 3 days silver) and an assessed expedition (2 days bronze, 3 days silver).

Detailed below are the provisional dates:

- Practice walk - 2nd February 2018
- Bronze practice – 11th – 12th May
- Bronze Assessment – 11th – 13th July
- Silver Practice - TBC
- Silver Assessment - TBC

The cost implications involved with the Duke of Edinburgh are as follows:-

- Duke of Edinburgh registration - £26.50 payable to the school.
- Bronze Duke of Edinburgh practice expedition and assessed expedition - £45 each, this will cover the cost of transport, campsite, insurance and team equipment (tents, cookers, rucksacks).
- Silver Duke of Edinburgh practice expedition and assessed expedition - £75 each this will cover the cost of transport, campsite, insurance and team equipment (tents, cookers, rucksacks and external assessor)
- A refundable deposit of £45 is required to be held until the end of the year, once your child's equipment has been returned and checked.



All expedition costs must be paid in advance and are non-refundable,

- Enrolment fee to be paid by 30th November 2017
- Deposit (preferably a cheque which will not be cashed) and practice expedition to be paid by 28th January 2018
- Assessment expedition to be paid 30th March 2018

Your son/daughter will also be required to undertake a fund raising activity to raise £25 each, which will pay for their Duke of Edinburgh t-shirt and a percentage will also go towards a charitable organisation.

We appreciate that this all adds up but feel that the students are old enough to either get a small job or undertake some fund raising to contribute towards their costs.

Further information can be found at: www.dofe.org

Yours faithfully

Sharon Feeney

Paula Powner

Duke of Edinburgh Leaders



Duke of Edinburgh Reply slip

I agree to my son/daughter _____ attending the Duke of Edinburgh training on Mondays 3.00 – 4.00pm, commencing after half term and understand the costs and commitment involved to complete the course.

Parent/Guardian _____

Date _____



Participant Enrolment Form

Please print clearly in **CAPITALS** or type details in. You must complete all the questions.

Personal details

DofE group:*	DofE centre:
Title:* : Mr <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Mrs <input type="checkbox"/> Ottheir	Address 1:
First name:*	Address 2:
Middle name:*	Address 3:
Last name:*	Town/City:
Primary Language:*	County:
Email:*	Postcode:
Date of Birth:*	Telephone no (home):
Age:	Telephone no (mobile):
Gender: Male <input type="checkbox"/> Female <input type="checkbox"/>	Enrolment level:*(tick one) Bronze <input type="checkbox"/> Silver <input type="checkbox"/> Gold <input type="checkbox"/>

Previous levels/sections* – please tick which sections/levels you have completed:	
Bronze	Silver
<input type="checkbox"/> Completed entire level	<input type="checkbox"/> Completed entire level
<input type="checkbox"/> Volunteering	<input type="checkbox"/> Volunteering
<input type="checkbox"/> Physical	<input type="checkbox"/> Physical
<input type="checkbox"/> Skills	<input type="checkbox"/> Skills
<input type="checkbox"/> Expedition	<input type="checkbox"/> Expedition

Next of kin name:	
Relationship to next of kin:	
Next of kin telephone:	

Consent to enrol from parent or guardian (if applicant is under 18 years old).

I agree to my son / daughter / ward doing a DofE programme.

	Print Name	Signature	Date
Parent/guardian:			/ /
I agree to enrol as a participant on a DofE programme. You will be doing your programme using our online eDofE system. This system has a set of terms and conditions that you must agree to. These will be available when you access eDofE.			
Applicant:			/ /



The following information is used to help the DofE meet the needs of all young people. Only complete this section if you wish to assist in this way. I would describe myself as (please tick the relevant box):

Asian or Asian British				Black or Black British			Chinese or ottheir			
Indian	Pakistani	Bangladeshi	Ottheir	Caribbean	African	Ottheir	Chinese	Otthei		
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Gypsy and Traveller				Mixed				White		
Irish Traveller	Gypsy	Roma	Ottheir	White & Black Caribbean	White & Black African	White & Asian	Ottheir			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Ottheir (please specify)										
I consider myself to have a disability as defined by the Disability Discrimination Act as 'a physical or mental impairment which has a substantial and long-term adverse effect on a person's ability to carry out normal day-to-day activities'.							Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Do you have any medical needs which you believe may influence you on certain activities (i.e. the Expedition section)? This information is only used to ensure your safety on DofE activities.							Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
If yes to eittheir of these questions, please specify:										

Data supplied on this form and information about DofE activities recorded in eDofE will be used by the DofE Charity, the participant's Operating Authority and DofE centre to monitor and manage DofE participation and progress.

All contact from the DofE Charity using personal data will communicate useful and relevant information to eittheir help participants complete a DofE programme, Leaders/OAs to run DofE programmes more effectively or help the DofE Charity improve the quality and breadth of its programmes. All contact will be via the eDofE messaging system. Participants can choose to receive this information to an external email account or by post using the *personal preferences* section in eDofE. These preferences can be updated at any time.

For Operating Authority/Centre administration only

Date registered onto eDofE	/ /
Participant Fee received	Yes <input type="checkbox"/> No <input type="checkbox"/>
Username	
Initial password	



Note: This is to record the details in case these are lost. Everyone is encouraged to change their password the first time they log on to eDofE.