

Dear Parents and Carers,

Your daughter has expressed an interest in joining a group of Year 10 students to take part in the Duke of Edinburgh's Award at Bronze Level.

The application process for Bronze DofE is by means of a letter, written by the student, explaining the reasons why they wish to be part of the DofE scheme. The decision over which students will get a place on the scheme is taken by me and other DofE leaders in the school. Our decision is **final and non-negotiable**. I would like to point out that taking PE at GCSE level does not automatically guarantee a place on the DofE scheme.

We are only able to enrol a maximum of 49 students to take part in the DofE scheme. This is due to a number of factors which include safety whilst on expedition, the amount of equipment we have available and the costs of hiring minibuses and paying for fuel. We are also limited by the amount of qualified DofE supervisory staff. All of our DofE staff are unpaid volunteers and over the course of a year take part in 4 or 5 expeditions, all of which take place either during their weekends or in the case of a Gold expedition, during 2 weeks of the summer holidays. In addition the training all takes place during lunchtimes and after school.

We do expect 100% commitment to the scheme and I have outlined what is involved below:

The Award consists of 4 sections:-

**1. Volunteering**

Candidates are expected to undertake training in a service and/or to give practical service over a period of at least 3 months. As well as counselling and briefing sessions, a diary must be kept and an account written up. E.g. learning first aid, working in a charity shop etc.

**2. Skills**

The hobby (non-sporting) has to be followed for a minimum of 3 months; it must be supervised and assessed by an adult (non-family) who is competent in the area of the hobby or skill.

**3. Physical Recreation**

Participants choose and take part in a sport or other physical activity and show improvement over a set time, usually at least 12 weeks, attending for 1 hour per week (or ½ hour per week over 24 weeks).

N.B. One of the above activities must be pursued for a further three months.

**4. Expeditions**

Two weekend expeditions are undertaken at Bronze level, a 'practice' followed later by an assessed expedition. Each consists of at least 12 hours walking (6 hours each day) with all the necessary kit (no more than ¼ of candidate's body weight) and overnight camping. Staff will supervise the expedition at various points, and will ensure groups are safe. They will check that tents are erected properly and that food is cooked safely. The sites we use are safe and reliable and after a hard day walking campers usually retire very early. Members of staff will also camp at the same sites as participants.

### **Training**

This will be given during school time, at lunchtimes. It will give candidates an opportunity to cover practical skills such as putting up tents and using stoves. They will also plan routes, learn country codes, gain knowledge about equipment, navigation, first aid, safety and emergency procedures. ***Full attendance to training sessions is expected***, so sessions will need to take priority over coursework, rehearsals and other lunchtime activities.

All 4 sections have to be completed to gain the Award.

**Practice Expedition – 13/14 June 2020**

**Assessed Expedition – 4/5 July 2020**

### **Costs**

- **Initial registration with DofE costs £22.** This covers enrolment with the online eDofE scheme, the insurance that DofE provides and other running costs of the Scheme. (This payment is non-refundable)
- **The charge for the practice expedition and the assessed expedition combined will be £70.** To cover the cost of hiring minibuses, the kit van, fuel and vehicle insurance. This cost also includes a contribution to the annual licence fee enabling the school to run the DofE award.
- **There will also be an admin charge of £5 per student.** This is to cover production of resources, letters and other costs associated with printing etc.
- **Participants will also need £5-£8** to pay for their campsite at the time of the expeditions.

Additional costs will include the purchase of walking boots and other personal items of equipment. I will explain to students exactly which items can be borrowed from school.

**Letters of application for the DofE Scheme are due by Monday 16<sup>th</sup> September**

Further information can be found on the official DofE website – **[www.dofe.org](http://www.dofe.org)**

Yours sincerely,

Mr J Smith – Bronze DofE Co-ordinator