



18 September 2018

Duke of Edinburgh's Award (DofE) 2018 - 2019

Dear Parent/Carer,

I am delighted that your son/daughter would like to take part in the Duke of Edinburgh's Award Scheme at Lytchett Minster School. Traditionally we offer the Bronze Award to Year 10 and the Silver Award to Year 12. This year, depending upon numbers, we are investigating the possibility of offering the Gold Award to exceptional Year 12 students that can form a viable team, subject to their meeting qualifying criteria.

We pride ourselves that the costs of participating in the Award here at Lytchett are significantly lower than at many other external organisations; our expedition costs include tents, cooking equipment and transport. Registration for the scheme is £35 (£45 for Gold) and this is a County level cost beyond our control.

Bronze expedition costs for 2019 will be £65; Silver expedition costs for 2019 will be £80. Gold expedition costs will be discussed with any team that meets the criteria prior to committing to the scheme. All are inclusive of a £20 per person team kit deposit, which will be refunded upon the return of the team kit in an acceptable condition (clean, dry, complete, on time and undamaged).

Please find attached the application form. As soon as we have received the completed application form and payment via WisePay, your son/daughter may start to gather evidence towards their DofE Award.

In addition to the registration fee and costs charged by the school, there is a comprehensive list of kit that students will be expected to have (this list is attached). Walking boots are a compulsory item of kit. Students will not be allowed to participate in the expedition without them.

Many outdoor equipment stores offer a minimum 10% discount for Duke of Edinburgh participants: Go Outdoors and Blacks to name but two! Once registered by the school as part of the DofE, students will receive a participant discount card that can be used when making purchases. As a school, we will also be looking at bulk purchasing items such as rucksacks, sleeping bags and sleeping mats and selling them to the students at a further reduced cost, depending upon interest.

Part of the requirement for the expedition is the undertaking of compulsory training. This covers all of the skills that the students will need in order to successfully complete their award. The sessions will run after school on a Friday, starting 28 September, for approximately one hour. Attendance is compulsory at all sessions, with the exception of prior notification for extenuating circumstances.

Students need to have completed a minimum level of training to participate in the expedition for safety and insurance purposes. Persistent absence from the training sessions may result in your son/daughter being asked to defer their expedition to the following academic year.

One of our stipulations of expedition participation is the completion (and sign-off) of a minimum of two other sections of the award (volunteering, skills, physical) prior to expedition departure. There are lists of ideas for each of the sections on the school website, should they be required. There are numerous clubs etc. within school that can be used as part of completing this award.

In registering for the award, students are agreeing that they will check their school email account regularly (at a minimum of once per week), as this is how we will communicate information to students during the week for the duration of the pre-expedition training sessions.

If you have any questions regarding DofE, please do not hesitate to contact me by phone (01202 622413), or you can e-mail the staff team at dofe@lytchett.org.uk

If you have relevant training (e.g. Scouts, cadets, armed forces), and would like to help the staff team with the running of any of the DofE training sessions and expeditions, I would love to hear from you.

Yours sincerely,



Lucie Popham

Duke of Edinburgh's Award Coordinator

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Dates for your diary

Bronze Award 2019

- Pre-Expedition briefing – Gainsford Theatre, Lytchett Minster School
End of January/beginning of February – date to be confirmed
- Practice Walk – Bere Regis
Saturday 2nd March
- Practice Expedition – Wareham Forest
Friday 26th April (after school) – Saturday 27th April
- Assessed Expedition – Cranborne Chase
Saturday 11th May – Sunday 12th May
OR*
Saturday 18th May – Sunday 19th May
* Students are only required to attend one weekend.

Silver Award 2019

- Practice Expedition – New Forest
Friday 28th June (after school) – Sunday 30th June
- Assessed Expedition – New Forest
Friday 12th July – Sunday 14th July

Student Kit List

- Rucksack (60 litres)
- Sleeping bag
- Hiking boots (will need to be worn in over a period of at least two weeks prior to the expedition)**
- Sufficient food:

BRONZE AWARD – 2 lunches, 1 dinner, 1 breakfast

SILVER AWARD – 3 lunches, 2 dinners, 2 breakfasts

- Suncream
- Sunhat
- Warm (woolly) hat
- Gloves
- Waterproof jacket (not showerproof or rain resistant)**
- Waterproof overtrousers**
- Changes of clothing – NO HOODIES!
- Walking trousers – NO denim
- Layers of clothing (not just a big jumper)
- Strong walking socks (with thin ankle sock underneath)
- Cutlery
- Non-breakable bowl
- Robust water bottle(s) – (required to carry a minimum of 2 litres per person)
- Wet wipes
- Torch – head torch is ideal
- Fully charged mobile phone (switched off!)
- A watch
- Long matches for lighting meths stove
- Flip-flops for wearing around camp and inside tents
- Sleeping mat
- Pan scourer for cleaning stove pans
- Plastic bags for rubbish
- Camera (optional)
- Roll of black bin liners

Additional items for SILVER AWARD

- Small trowel

Team kit items that will be provided by the school:

- Tent
- Maps (but students must produce their own completed route maps)
- Compass
- Trangia cooking stove
- Methylated spirit bottle
- Whistle
- Water
- First aid kit

** Non-negotiable compulsory items

Enrolment Form 2018-2019



THE DUKE OF
EDINBURGH'S AWARD

Lytchett Minster School
Post Green Road
Lytchett Minster
BH16 6JD
Phone: 01202 622413
dofe@lytchett.org.uk

Student Name:

Registration Group:

Date of Birth:

DofE level:

Bronze Silver Gold**

** To be agreed by the Staff Team

Have you registered for any previous levels of the DofE? No Yes

If YES – please give the name of the DofE Centre you were registered at:

eDofE ID number (if known):

Personal details:

Gender: Male Female

Date of Birth: / /

Primary language: English Welsh Other

When you first sign in to eDofE, you will be asked to record some personal details such as your contact details, ethnicity and personal circumstances, along with details of any medical needs you may have. This data is used to enable your leaders to support you doing your DofE programme and for the DofE's statistical and reporting purposes. You will always have a 'prefer not to say' option.

Student contact details:

Email address:

Address (line1):

Address (line 2):

Town/City:

County:

Postcode:

Telephone:

Mobile number:

Emergency contact 1 details:

Emergency Contact name:

Relationship to you:

Emergency contact telephone number(s):

Emergency contact email address:

Emergency contact 2 details:

Emergency Contact name:

Relationship to you:

Emergency contact telephone number(s):

Student's declaration:

- I agree to enrol as a participant on a DofE programme.
- I understand that I will be managing my programme using the online eDofE system. I acknowledge that this system has a set of terms and conditions that I agree to. (These terms and conditions are available at www.eDofE.org)
- ***I agree to check my school email account regularly (a minimum of once per week) as this is how I will receive any mid-week updates regarding the training sessions.***
- I understand that I must attend the weekly training sessions after school on a Friday.
- **I understand that I MUST wear walking boots on my expedition.**

Print Name	Signature	Date
		/ /

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

- I agree to my son/daughter undertaking a DofE programme.
- I understand that necessary communication with me will be via the email address supplied within the emergency contact information.

(please tick to confirm)

- I have read the attached kit list and understand that my son/daughter must have the items listed for their expedition.
- I understand that my son/daughter must wear walking BOOTS on any walking tasks undertaken as part of their training/expedition.
- I have paid the required registration fee via Wisepay.

Use of photographs

We may take photographs of the students during their training sessions and associated activities. These photographs will be used within presentations to other students and parents promoting the DofE Award Scheme. No names will be used in association with the photographs.

- I am happy for photographs of my child to be taken and used in this way.

Print Name	Signature	Date
		/ /

Notes

- Data supplied on this form is used to electronically register your child with the Duke of Edinburgh's Award scheme. Data in eDofE and information about DofE activities recorded in eDofE will be used by the DofE Charity, Lytchett Minster School and Dorset County Council to monitor and manage DofE participation and progress by young people and manage and support Leaders.
- This form will be securely stored and disposed of at the end of the 2018-19 DofE season.
- The DofE Charity will use personal data to communicate useful and relevant information to either help participants complete a DofE programme, Leaders to run DofE programmes more effectively or help the DofE Charity to improve the quality and breadth of its programmes.
- Occasionally the DofE Charity may send you information relating to commercial offers. If you do not wish to receive commercial information from the DofE Charity you can choose not to by amending your contact preferences in your eDofE profile at any time.

For school administration only:

Date registered onto eDofE		Participant fee received	
Expected start date	01/10/2018	Username	User ID Number