



# PARMITER'S SCHOOL

FOUNDED 1681

Headmaster: Mr M Jones BA MEd

11 July 2018

Dear Parents/Carers

## Duke of Edinburgh Silver Award 2018

Parmiter's offers students the opportunity to undertake the Duke of Edinburgh's Award at Silver level during Years 11 and 12. It is a four section award consisting of:

- Service (helping people in the community and NOT for a profit making enterprise)
- Skills (covering almost any hobby/interest but NOT sport)
- Physical Recreation (sport, dance and fitness)
- Expedition

Those who have achieved the Bronze Award may continue with the activities that they undertook for that Award. It would usually take a participant about 12 months to complete the Silver Award. More information can be found at <http://www.dofe.org/>.

**The total cost of the Silver Award Scheme is £160.** This covers the initial registration, training costs, campsite fees, coach travel, equipment costs for the school, staff and parent volunteer costs (their food and accommodation is paid for), a hot meal for students at the end of their final expedition and fuel costs. In addition to this is the cost of students' individual equipment, principally a rucksack, shared tent, boots, a shared stove and waterproofs. Students will also need copies of OS Explorer Map OL24 and OL1.

In order to register participants, we must have each student's e-mail address - the address that they commonly use - together with their full name, mobile number and date of birth. Students must also provide details of their planned achievement for each section of the Award detailed above. It is a condition of acceptance onto the Award that applications are full and complete. If any requirement is overlooked, this may count against a student's acceptance onto the Award.

In addition, the attached medical form must be completed for each student. This will be used by the school for all training and expeditions. Should there be any changes to the information disclosed it is imperative that the school be notified in writing.

Please also note that students must have registered using eDofE and commenced each of the three sections (excluding the Expedition section) by the end of September 2018, or they will not be allowed to proceed with the Award. They must have completed each section and sent it through for approval using eDofE by 8 May 2019 or they will not be allowed to attend the Practice or Final expeditions. Exceptions will be made for direct entrants who are required to undertake their sections for a longer period.

The practice expedition will be after the GCSE examinations from 1 to 3 July 2019 in the Peak District and the final expedition will be during the Autumn term of Year 12.

The expedition section of the Award is run by the school using suitably qualified staff in order to keep costs down for the participants. If your son/daughter were to do this section externally then it would cost significantly more. It is only possible to provide this opportunity because a significant number of staff and parent volunteers are willing to give up their own time. In the interests of enhancing the self-reliance aspect of the Award, it should be recognised that supervision is kept to a minimum after initial training. There will be staff at various points along the routes and at the campsites during the evening. A mobile phone number is provided for emergencies, so please ensure that your son/daughter has written down the number. Students will only be allowed to use mobile phones in emergencies, in accordance with the regulations of the Duke of Edinburgh Award, so please do not try to contact them during the expeditions and do not ask them to contact you. All students need to have the DofE phone number: **07837 417235**. This should be their first point of contact in case of problems. The phone is on the EE network which has the best reception in the area but you should be aware that reception can be patchy due to the remote location. However, there is reception at the campsite during the night. Students can also ring the school directly (**01923 671424**), who will call me on a different number if the one above is unobtainable.

It is very important that parents, carers and students realise that students will need to be self-motivated to complete the award successfully; the whole ethos of the Award is that students should take responsibility for themselves and become more independent. To that end, they should organise their expeditions themselves, identifying any items that need to be purchased and who is responsible for bringing shared kit.

Whilst it is not necessary to have completed the Bronze Award, additional training will be necessary for direct entrants. Students who are awaiting the certificates for their Bronze Award should apply for the Silver level now.

Behaviour on any activity connected with the Award which is considered to be inappropriate will result in the student being rejected from the Scheme without refund.

It is the school's policy to try to make the Award available to all students and accordingly we maintain a number of tents, rucksacks, stoves and boots which are available to hire for a fee of £10 per item (non-refundable). There is also the possibility of financial assistance in case of hardship – please contact me early if you wish to be considered for such assistance.

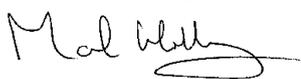
Please note that the initial charge for enrolling on the Award is **£22** (included in the amount of £160 above). This payment is non-refundable in any circumstances as it is paid to Herts CC in order to enrol the student and cover the administrative costs. Should a student drop out of the Award before completion they will be reimbursed for any unspent monies.

There are a limited number of places available and these will be allocated on a first come, first served basis provided all information has been correctly completed. Students accepted onto the Award will be expected to attend all courses and practices. A reserve list will be maintained should any participant drop out.

If you would like your son/daughter to take part in the Duke of Edinburgh Silver Award Scheme 2018-2019, please pay the total amount of **£160** or a deposit amount of **£80 via WisePay** (under Clubs & Activities) or by cheque (made payable to Parmiter's School). Please write your **child's name, form** and **'DofE Silver 2018/19'** on the back of the cheque and return the payment to the Finance Box **by Tuesday 17 July**. The final instalment of **£80** will be due by **Wednesday 5 September**. If you pay via WisePay you will be able to see the amount outstanding at any time.

If you have any queries, please contact [m.holloway@parmiters.herts.sch.uk](mailto:m.holloway@parmiters.herts.sch.uk).

Yours sincerely



M Holloway

Duke of Edinburgh Co-ordinator

## Duke of Edinburgh Silver Award 2018-19

(Please return reply slip, both sheets, to the **Finance Office** by **17 July 2018**)

Dear Student

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.

### 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](http://www.eDofE.org).

Print Name	Signature	Date
		/ /

Dear Parent/Carer

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

I agree to my son/daughter/ward doing a DofE programme. I note that it is my responsibility to check that any activity my son/daughter/ward undertakes for their DofE programme is appropriately managed and insured, unless the activity is directly managed or organised by their DofE group, Centre or Licensed Organisation.

Print Name	Signature	Date
		/ /

### Note:

Data supplied on this form and in eDofE and information about DofE activities recorded in eDofE will be used by the DofE Charity, the Licensed Organisation and DofE Centre to monitor and manage DofE participation and progress by young people and manage and support leaders.

The DofE Charity will use personal data to communicate useful and relevant information to either help participants complete a DofE programme, Leaders/LOs to run DofE programmes more effectively, or help the DofE Charity to improve the quality and breadth of its programmes.

Occasionally, the DofE Charity will also send e-mails that contain information about the Charity, DofE negotiated privileged discounts and invites to events and other activities. However, if you would like to receive these e-mails you will need to opt in. Once you have opted-in, you can opt out at any time by visiting [www.dofe.org/preferences](http://www.dofe.org/preferences), or clicking the unsubscribe link that can be found at the bottom of all non-programme related e-mail.

## Duke of Edinburgh Silver Award 2018-19

(Please return reply slip, both sheets, to the **Finance Office** by 17 July 2018)

I have read and understood the terms of the letter of 11 July 2018.

- I have paid **£80/£160** (which includes the £22 **non-refundable** enrolment fee) via WisePay
- I enclose a cheque (*made payable to Parmiter's School*) for **£80/£160** (which includes the £22 **non-refundable** enrolment fee).
- I enclose the student's letter of application.
- I have completed the attached Medical Form and will advise the school if there are any changes to the details included therein.
- I have completed the eDofE Consent Form.

Please indicate what equipment your son/daughter would like to hire. Please pay £10 per item via WisePay (under Clubs & Activities) or by cheque (made payable to Parmiter's School). Please write your **child's name, form** and '**D of E Silver 2018–2019 Equipment**' on the back.

Equipment hire request (please tick): £10 charge per item **non-refundable**

Rucksack

Tent (these are 2 or 3 man so are shared)

Stove

Boots – indicate size

Total Amount £ \_\_\_\_\_

- I understand that students must bring their own medication where necessary, including hayfever medication, epipens, inhalers and pain relief.

Student's Full Name: \_\_\_\_\_ Form: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Student's e-mail address: \_\_\_\_\_

Student's mobile number: \_\_\_\_\_

Signed (Parent/Guardian): \_\_\_\_\_

Parent/Carer Name: \_\_\_\_\_

Parent/Carer mobile telephone number: \_\_\_\_\_

Parent/Carer e-mail address: \_\_\_\_\_

Other Group members (if known) (please indicate form):