



PARMITER'S SCHOOL

FOUNDED 1681

Headmaster: Mr M Jones BA MEd

10 July 2019

Dear Parents/Carers

Duke of Edinburgh Silver Award 2019-2020

Parmiter's School offers students the opportunity to undertake 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. They can backdate to the date that they finished the activity for bronze purposes (up to a maximum of 3 months). It usually takes a participant about 12 months to complete a Silver Award. More information can be found at <http://www.dofe.org/>.

The overall cost for a student to undertake the Silver Award through the school is £290. This covers the initial registration, training costs, campsite fees, coach travel, equipment costs for the school, staff cover costs, staff and parent volunteer costs, 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 full waterproofs. Students will also need copies of OS Explorer Map OL24 and OS Explorer Map OL1. 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 loan for £10 per item. This will be organised once students have finalised their groups. 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. The cost of £290 can be paid via WisePay (under Clubs & Activities) or by cheque (made payable to Parmiter's School). This can be paid in one amount on or before 18 July 2019 or in two instalments of £145, the first of which is due by 18 July 2019 and the second of which is payable by 5 September 2019. If you pay via WisePay, you will be able to see what is outstanding at any time.

Please note that the initial charge for enrolling on the Award is £23 (included in the amount of £290 above). This payment is non-refundable in any circumstances, as it is paid to Herts CC in order to enrol the student and cover their administrative costs. Should a student drop out of the Award before completion, they will be reimbursed for any unspent monies.

In order to register participants, I must have the e-mail address for each student – the address that they commonly use - together with their full name, mobile number and date of birth. 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 relied upon 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.

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.

The practice expedition will be after GCSE examinations from 29 June 2020 to 1 July 2020 in the Peak District and the final expedition will be in 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. 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. Please ensure that your son/daughter has written down the number in case they need it. 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**) and they will call me on a different number if the above one 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 done 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.

Any 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.

Please also note that students must have registered using eDofE and commenced each of their three sections (excluding the Expedition section) by the end of September 2019, 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 2020, 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.

Yours faithfully

A handwritten signature in black ink, appearing to read 'M Holloway', with a long horizontal flourish extending to the right.

M Holloway
Duke of Edinburgh Co-ordinator

Duke of Edinburgh Silver Award 2019-2020

(Please return reply slip (both sheets) to the Finance Office by 18 July 2019)

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.

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, or clicking the unsubscribe link that can be found at the bottom of all non-programme related e-mails.

Duke of Edinburgh Silver Award 2019-2020

- I have read and understand the terms of the letter of 10 July 2019
- I have paid £ 290/£145 via Wisepay. Payment Reference: _____
- I enclose a cheque for £ 290/£145 (*made payable to Parmiter's School*).
- I have completed the attached Medical Form **and will advise the school if there are any changes to the details included therein.**
- 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 telephone number:

Parent/Carer Signature:

Parent/Carer Name:

Parent/Carer's mobile telephone number:

Parent/Carer's e-mail address:

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