



PARMITER'S SCHOOL

FOUNDED 1681

Headmaster: Mr M Jones BA MEd

15 July 2020

Dear Parents/Carers

Duke of Edinburgh Silver Award 2020-2021

As you are aware, it has been and continues to be a difficult time for the activities required for the Duke of Edinburgh Award at all levels. In particular, the Bronze Award was severely affected. You will have already received a letter notifying you of how we are hoping to complete the Bronze Award, utilising the relaxation of the rules by the Duke of Edinburgh Authority. Despite the fact that students have not yet completed the Bronze Award, it is possible for them to register for their Silver - this would mean they may continue with the activities that they undertook for their Bronze Award sections and this would count towards the Silver Award. They can backdate to the date that is the shorter of three months from registration, or the date that they finished the activity for Bronze purposes. It would usually take a participant who has achieved Bronze about 12 months to complete a Silver Award. More information can be found at <http://www.dofe.org/>.

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

The overall cost for a student to undertake the Silver Award through the school this year is £250. 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 £250 can be paid via Wisepay and can be paid in one instalment on or before 1 September 2020 or in three instalments, the first of which is £50 and due by 1 September 2020, the second instalment of £100 is payable by 10 October 2020 and the third being payable by 31 March 2021. If payment is made via Wisepay, any outstanding amount will be available to view at all times.

Please note that the initial charge for enrolling on the Award is £23 (included in the total amount of £250 above). **We cannot register a student for the Silver Award until the registration fee has been paid, so the sooner the first payment of £50 is received, the earlier a student can be registered and can start on their sections for the Award** - 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.

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.

As you are already aware, the Practice Expedition will run from 25 - 27 September 2020 and this will also constitute the Bronze Final Expedition. The Silver Final Expedition will be in the Peak District during the Autumn term of Year 12 - i.e. September 2021.

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 contact 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 undertaken 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 completed their Planner for each of their three sections (excluding the Expedition section) by the end of September 2020, 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 1 September 2021, or they will not be allowed to attend the Final Expedition. Exceptions will be made for direct entrants who are required to undertake their sections for a longer period.

Please ensure your son/daughter submits all documentation using Google Classroom.

Yours sincerely



M Holloway
Duke of Edinburgh Co-ordinator

PARMITER'S SCHOOL

DUKE OF EDINBURGH SILVER AWARD (2020)

PARENT/GUARDIAN CONSENT AND INFORMATION

Please complete, in full, these questions:

SECTION A: STUDENT INFORMATION

SURNAME:	FORENAMES:
DATE OF BIRTH:	AGE: (years on day of departure)
HOME ADDRESS	NAME OF DOCTOR: (required if consultation is necessary) ADDRESS
POSTCODE:	
HOME TELEPHONE NO:	
STUDENT MOBILE:	NATIONAL HEALTH SERVICE MEDICAL CARD NO:
STUDENT EMAIL:	

MEDICAL INFORMATION

It is most important that we should know of any pre-existing medical condition (for example, asthma, diabetes, heart trouble), which may require treatment.

If, within two days prior to departure on ANY journey, your child becomes ill, you should have her/him seen by your own doctor.

- *Delete the following as appropriate
- *My child does NOT suffer from any pre-existing medical condition requiring treatment.
- *My child suffers from which may affect him/her taking part in the activities on the trip.
- *The following treatment may be required
- *Known allergies to drugs or other medication are

Please attach letter if necessary.

SECTION B: PARENTAL INFORMATION

GUARDIAN'S/ FATHER'S NAME	GUARDIAN'S/ MOTHER'S NAME
HOME ADDRESS	HOME ADDRESS <i>(if different from father)</i>
Home Tel. No.	Home Tel. No.
Mobile No.	Mobile No.
BUSINESS NAME	BUSINESS NAME
BUSINESS ADDRESS	BUSINESS ADDRESS

Tel. No. Ext.	Tel. No. Ext.
Alternative contact at place of work:	Alternative contact at place of work:
.....
Usual hours at work	Usual hours at work

SECTION C: INSURANCE

Insurance has been taken out through County. Details of the policy are held by the Finance Office. This does not cover valuable items such as radios, mobile phones MP3 players etc., which should therefore **NOT** be brought, or if brought, should be insured by the familyt.

SECTION D: RULES AND DISCIPLINE

Behaviour on the Award is expected to bring credit to the student and to the school. The staff expect full co-operation at all times.

Where appropriate: At no time should any student be on their own. Permission must be asked whenever students want to go anywhere without staff.

The "lights out" time will be at the discretion of the Award leader.

The staff reserve the right to send your son/daughter home at any point during a trip on the grounds of unacceptable behaviour.

SECTION E: DECLARATION

Please read carefully and sign below:

- I certify that my son/daughter is not suffering from any medical condition to impact their enjoyment of the itinerary provided.
- I understand that, while the school staff in charge of the group are in loco parentis and will take all reasonable care of the children, they shall not be held responsible for any loss, damage or injury suffered by my son/daughter.
- I understand that my son/daughter will not be supervised at all times.
- I accept the conditions, under Section D, on discipline.
- I consent to any emergency treatment, including the use of anaesthetic, blood transfusion, during the course of the Award, and for the local doctor to contact my GP at his discretion.
- I have received the details of the insurance cover. (If I require any further, additional cover, I will arrange it.)
- I undertake to inform the party leader if my child or any member of the family suffers from any infectious disease within 21 days prior to a journey. (Insurance requirement.)

Signature:	
Relationship to student:	Date:

Duke of Edinburgh Silver Award 2020-2021
(Please complete reply slip (both sheets) by 1 September)

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 during your DofE programme and for 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-mail.

- I have read and understood the terms of the letter of 15 July 2020.
- I have paid £ £250/£50 via Wisepay. Payment Reference: _____
- I have completed the attached Medical Form. (I 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 hay fever, 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):