



Dear parent / carer,

I'm pleased to let you know that Springwood High School offers the Bronze Duke of Edinburgh's Award (DofE) to students in Year 9.

The DofE is a great chance for your child to broaden their horizons, discover new interests and talents, have fun with friends, develop essential skills for their future and achieve an internationally renowned Award.

As West Norfolk Academies Trust DofE Manager, I wanted to send you some information about what a DofE programme involves, the benefits for your child and how they can sign up.

About the DofE

The DofE is non-competitive and open to all young people – it's about setting personal challenges and pushing personal boundaries. There are three levels of DofE programme which, when successfully completed, lead to a Bronze, Silver or Gold Award.

Through their DofE, students will make friends and memories and build traits like confidence, resilience and self-esteem, which can benefit mental health. They'll gain skills and attributes for work and life, like problem-solving, team-working and self-motivation – and they'll achieve an Award that's recognised by top employers and can help them stand out when applying for university or jobs.

To achieve their Bronze Award, participants must complete four sections: Skills, Volunteering, Physical and their Expedition

Every young person's DofE programme is personal to them – they can choose what they'd like to do for their Skills, Volunteering and Physical sections, and most activities can count. We will provide guidance and support, and students can either choose to continue an activity they already do or discover something completely new.

Activities for each section **must** take a **minimum** of one hour a week over a set period of time, so they can fit around studying, hobbies and social lives. For more details about programmes and timescales

About the expedition

The Expedition section involves your child working as part of a small team to plan their expedition's aim, choose a location and do some training, and plan a route to make sure they are fully prepared. This is usually completed locally.

The motivation and focus the DofE gives, and its positive impact on mental and physical health, can play an important role in helping your child navigate their expanding world and giving them skills and experiences to open doors in the future.

As participants can choose and change their activities, they can pick ones that they can do while social distancing or from home, and your DofE coordinator also has ideas for sections.

eDofE and the DofE app

Participants can create their DofE programme and record their progress using eDofE, the DofE's digital system, available online at eDofE.org and through the DofE app – downloadable for free from Google Play and the App Store.

Signing up

NB If your child would like to take part, please complete and return the enclosed enrolment form to the **DofE leader**

The total cost including expedition costs including kit loan, travel, training, gas, campsites and assessment for Bronze DofE is £145 participant which can be made in instalments

The first instalment of £50 includes your child's participation place and Welcome Pack, which will be sent to their home address and includes their personalised DofE Discount Card. This is followed by 2 further instalments of £45 and £50

Once the form has been received, DofE will be added to Parentpay where payment can be made online in instalments. If you require your parentpay log in details, please request this and we can arrange this for you.

Once the first payment is made, we will set up their eDofE account and they will receive details of how to sign in and get started. We will also hold an eDofE launch session online to help

If the cost of taking part is prohibitive, please speak to your school as there may be financial support available to you.

If you would like any further information in the meantime, please feel free to contact your **Springwood High School DofE Manager**

Many thanks for your support and we look forward to helping your child to achieve through their DofE.

Yours faithfully,

DofE Manager

Please print clearly in CAPITALS or type your details in. You must complete all of the questions.

Return to Springwood DofE Manager

DofE Centre and group details (if you know them):

DofE Centre: West Norfolk Academies Trust	DofE School Springwood
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Personal details:

First name:	Last name:
Date of birth: / /	Primary language English Welsh Other
Email address:	
Date you wish to start your DofE programme if known (enrolment date): / /	

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
		/ /

Consent to enrol from parent or guardian (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.

We also send emails 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 emails you will need to opt in. Once you have opted-in to this 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 email.