



**Bideford College**

*Part of the Launceston College Multi Academy Trust*



Monday 18 November 2019

Dear Parent/Carer

### **The Duke of Edinburgh Award 2019/2020 information pack**

Welcome to the Duke of Edinburgh Award at Bideford College. The attached pack contains useful information about the Duke of Edinburgh Award which will help you support your son/daughter through their award.

The Duke of Edinburgh Award has been described as a 'A life-changing experience'. It is a personal programme of activities, set up in 1956 (1958 for girls) to "inspire, guide and support young people in their self-development and recognise their achievements." It is an internationally recognised award which is highly respected by employers and universities alike. It provides the tools to develop essential skills for future life and work whilst giving students an opportunity to make new friends and experience an adventure.

If you have any questions or queries please do not hesitate to contact me at the college.

Yours faithfully

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Adventure Learning Instructor  
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## What does the award involve?

To achieve a Duke of Edinburgh Award students must complete 4 sections (5 for Gold):

- Volunteering
- Physical Recreation
- Skill
- Expedition
- Residential (Gold award only)

It will depend on which award your son/ daughter is working towards as to what timescales they must complete. However, a student must complete an hour a week of each activity. This can be all at the same time or staggered depending on what suits you as a family. Although we encourage students to finish their award within the academic year, students have until they are 25 to complete their awards.

### BRONZE

| Volunteering  | Physical | Skills   | Expedition   |
|---|----------|----------|--|
| 3 months  | 3 months | 3 months | Plan, train for and complete a 2-day, 1-night expedition |
| <i>All participants must undertake a <b>further</b> 3 months in the Volunteering, Physical or Skills section.</i> |          |          |  |

### SILVER

| Volunteering   | Physical  | Skills | Expedition   |
|--|---|--------|--|
| 6 months   | One section for 6 months and the other section for 3 months |        | Plan, train for and complete a 3-day, 2-night expedition |
| <i>Direct entrants must undertake a <b>further</b> 6 months in the Volunteering or the <b>longer</b> of the Physical or Skills sections.</i> |   |        |  |

### GOLD

| Volunteering   | Physical   | Skills | Expedition   | Residential   |
|--|--|--------|--|---|
| 12 months  | One section for 12 months and the other section for 6 months |        | Plan, train for and complete a 4-day, 3-night expedition | Undertake a shared activity in a residential setting away from home for 5 days and 4 nights |
| <i>Direct entrants must undertake a <b>further</b> 6 months in either the Volunteering or the <b>longer</b> of the Physical or Skills section.</i> |  |        |  |   |



It is up to you to find an activity that you wish to do in your own personal time; maybe something you're already doing or something you are interested in. However, please feel free to contact the school if you are lacking for ideas. It is important to ask the provider of your chosen activity what training and insurance cover is required or is in place as Bideford College take no responsibility for activities outside of school as detailed on the enrolment form.

If your son/ daughter did a previous level (Bronze/Silver), you can choose the same activity for your next level (Silver/Gold), but you need to show development in it so it is often best to try something new.

## **Volunteering**

AIM: To inspire young people to make a difference within their communities or to an individual's life and develop compassion by giving service to others.

As such, volunteering must fulfil the following criteria:

- Students must not be paid for their time
- Students must not take the role of a paid individual
- It must be for a charitable organisation or for the benefit of others within the community

For example, if students are working for a care home (i.e. a paid organisation) they must benefit the residents e.g. playing games with them, talking to them etc. rather than washing up (a paid activity).

Some examples might include:

- Helping people
- Community action and raising awareness
- Coaching, teaching and leadership
- Working with the environment or animals
- Helping a charity or community organisation

For further inspiration please have a look at the DofE website-

[https://www.dofe.org/wp-content/uploads/2019/04/programme\\_ideas\\_-\\_volunteering.pdf](https://www.dofe.org/wp-content/uploads/2019/04/programme_ideas_-_volunteering.pdf)

In the past students have undertaken the following volunteering activities:

- Volunteer in the school library after school/ at a lunch time
- Help with the KS3 H/W club after school
- Litter picking and promoting environment awareness within school
- Beach cleans
- Coaching younger student in various sports
- Residential care home- talking and playing games with residents

## **Physical recreation**

AIM: To inspire young people to achieve greater physical fitness and a healthy lifestyle through participation and improvement in physical activity.

Some examples may include; but are not limited to:

- Dance
- Fitness
- Extreme sports
- Martial arts
- Team sports



- Individual sports
- Water sports
- Racquet sports

For further inspiration please have a look at the DofE website-

[https://www.dofe.org/wp-content/uploads/2019/07/programme\\_ideas\\_-\\_physical.pdf](https://www.dofe.org/wp-content/uploads/2019/07/programme_ideas_-_physical.pdf)

### **Skill**

AIM: To inspire young people to develop practical and social skills and personal interests.

Some examples may include:

- Creative arts
- Performance arts
- Science and technology
- Care of animals
- Music
- Life skills
- Learning and collecting
- Media and communication
- Natural world
- Games and sports

For further inspiration please look at the DofE website-

[https://www.dofe.org/wp-content/uploads/2019/05/programme\\_ideas\\_-\\_skills.pdf](https://www.dofe.org/wp-content/uploads/2019/05/programme_ideas_-_skills.pdf)

### **Expedition**

AIM: To inspire young people to develop initiative and a sense of adventure and discovery, by planning, training for and completing an adventurous journey as part of a team.

Students will need to complete an expedition section. For the Bronze and Silver award this will involve walking, for Gold students there are a few more options...

#### **Bronze:**

In school training day – Spring term 1  
 Hartland Day Walk - Spring term 2  
 Practice expedition (Ilfracombe- Braunton Burrows)- Summer term 2  
 Qualifying expedition (Minehead- County Gate on Exmoor)- Summer term 2

#### **Silver:**

Practice day walk (Dartmoor)- Spring term 2  
 Practice expedition (Exmoor)- Summer term 2  
 Qualifying expedition (Quantocks TBC)- Summer term 2

#### **Gold**

Practice expedition- TBC  
 Qualifying expedition- TBC






All qualifying expeditions will be assessed by an external verifier who will clarify that students have met the 20 conditions of DofE expeditions phase.

Please see the DofE website for details-

<https://www.dofe.org/wp-content/uploads/2019/08/20-Conditions-of-the-Expedition-section-2019-1.pdf>

An expedition support and guidance booklet is available if you require any further information. An electronic copy is on the Bideford College website > adventure learning > DofE

|   |   |  |
|---|---|--|
| <p>Expedition Support and Guidance</p>  <p>By D Stapleford<br/>dstapleford@bidefordcollege.org</p> | <p><u>Walking Boots</u></p> <p>Your boots need to have a robust sole (i.e. Verbram), good ankle support and ideally be waterproof.</p> <p>It is essential that your boots are worn in before your expedition, or you are asking for blisters and a very uncomfortable walk!</p>  <p><u>Head, hands and feet</u></p> <p><b>Head</b>—Warm hat such as a beanie, or for hot weather, a wide brim hat to protect head, face and neck.</p> <p><b>Gloves</b>—If they are waterproof that is great. If not, consider whether they will be warm when wet?</p> <p><b>Socks</b>—Cushion feet, absorb perspiration, provide insulation. You can get waterproof socks which can make up for a less than water proof pair of walking boots. It's really important to have spare socks for each day and for overnight.</p> | <p><b>Food</b></p> <p>You will use up a lot of energy lugging a heavy backpack around all day. You will need to have a higher intake of calories than normal, anything from 3000-5000 calories per day.</p> <p>You want foods that are high in carbohydrates, sugars and fats and provide a lot of energy. Think about the packaging and how well it will keep in a hot bag that gets bashed about a lot, and exposed to wet weather. Make sure it's kept waterproof!</p> <p>Some food can be measured out and bagged up beforehand to save space and time. (E.g. Bag up individual servings of powdered milk.)</p> <p><b>HINT:</b> A cup can double as a measuring cup if you mark the measurements on the side beforehand.</p> <p>Agree a menu with the members of your group. If you all eat the same you need to carry less, makes cooking easier—using less pans, it's quicker, everything is simplified. One pot meals are the best. Plan meals ahead and practice cooking them at home before so that it doesn't go wrong on expedition.</p>  <p><b>WHAT TYPE OF MEAL SHOULD I EAT?</b></p> <ul style="list-style-type: none"><li>• Freeze dried food are the lightest to carry, quickest easiest to cook and clear up.</li></ul> |
|---|---|--|

## **Residential (Gold ONLY)**

The residential section is a 5-day, 4 night stay away from home where students must complete a chosen activity. This must be independent i.e. not with other students that they know and must include evening activities. For further guidance on as to what counts for the residential section please see the DofE website-

[https://www.dofe.org/wp-content/uploads/2019/02/Residential\\_Checklist.pdf](https://www.dofe.org/wp-content/uploads/2019/02/Residential_Checklist.pdf)

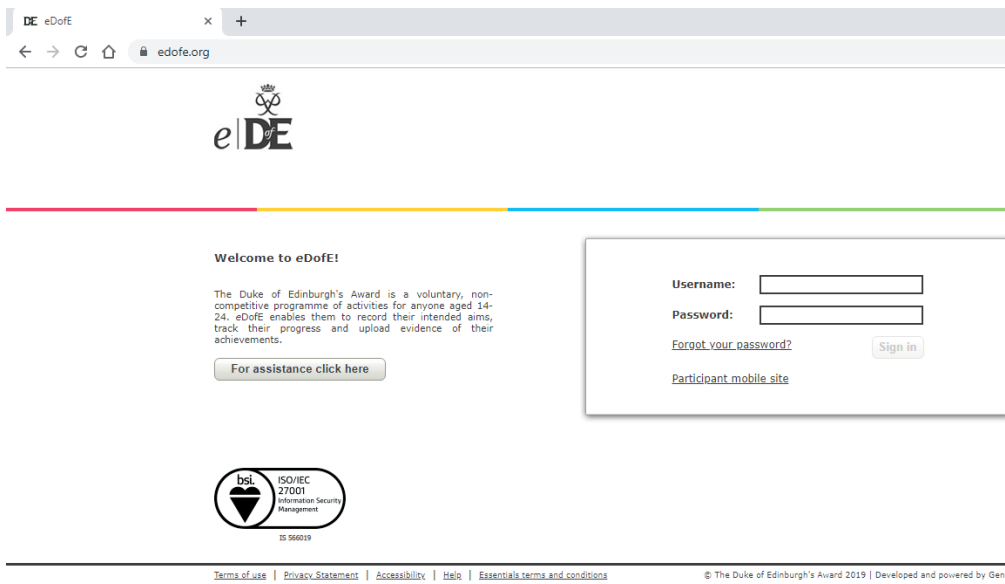
For further inspiration please look at the DofE website-

[https://www.dofe.org/wp-content/uploads/2018/08/programme\\_ideas\\_-\\_residential.pdf](https://www.dofe.org/wp-content/uploads/2018/08/programme_ideas_-_residential.pdf)

## **EDofE**

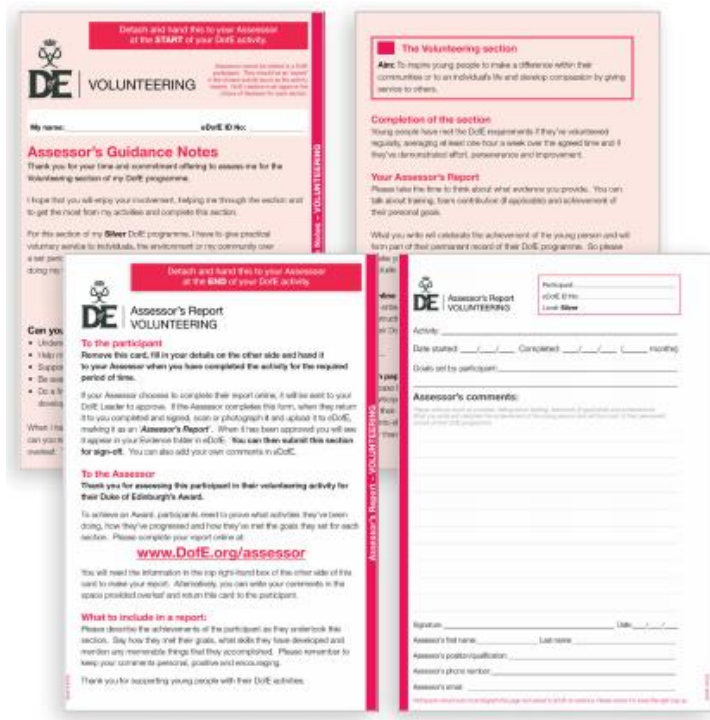
EDofE is an electronic system used by the Duke of Edinburgh Award as a way of tracking student progress. Each student is given an individual login (obtainable from Mrs Stapleford) which will give access to the system.





<https://edofe.org/>

Once logged in students will be asked to enter a number of personal details including their address. This is simply so that DofE packs can be sent directly to you. These packs should include further information about the award, discount cards and assessors report cards.



Volunteering- red  
Physical recreation- yellow  
Skill- blue

Before your son/ daughter begins their sections, they will need to submit their intentions on the system so that I can approve it. See below for an example.



**Volunteering** 3 Months Status: Programme planner approved

\* Start Date: 06/11/2018  
\* Type: Coaching teaching and leadership  
\* Detail: Girlguiding UK  
\* Location: Bideford Baptist Church  
\* Goals: I would like to be able to help younger children and teach them new things and life skills.  
\* Assessor: Faye Powe  
\* Position: Brownie group leader  
Tel: 07877 822708 Email: 2ndbr  
ownies@hotmail.com  
ail.com

Assessor's report



Unapprove

Show or hide evidence

**Comments**

There are no comments on this section.

Once approved, students can begin their volunteering/ physical recreation/ skill. Ideally, they should discuss their intentions with their assessor. An assessor should fulfil the following criteria:

- NOT a family member
- An expert in that given area e.g. a coach of that sport
- Willing to monitor/ support the student throughout their activities and help them achieve their goals/ objectives.
- Willing to submit an assessor's report (see below) at the end of the designated time

To help them support your son/ daughter please provide them with the assessor's section in the pack to read. I will also be emailing all sectional assessors with further detail on what is expected of them.

Each week your son/ daughter should upload some evidence of what they have been doing. This can be in the form of a photo, video (limited capacity), text or other e.g. PDF file.

**What evidence would you like to add?**



**Photos**

[.jpg,.jpeg,.jpe,  
.gif,.bmp,.png]



**Video**

[.mpg,.mpeg,.mp4,  
.avi,.mov,.wmv,  
.flv]



**Text**



**Other**

[.doc,.docx,.xls,  
.xlsx,.pdf,.txt,  
.rtf,.ppt,.pptx,  
.pps,.ppsx]

Alternatively, student can manually fill in an activity log sheet each week which can be uploaded at the end of their timescale.





# SKILLS SECTION ACTIVITY LOG

|       |                                 |  |
|-------|---------------------------------|--|
| NAME: | LEVEL (Bronze, Silver or Gold): | TIMESCALE<br>(No. of months for this section): |
|-------|---------------------------------|--|

**Notes:**

- If extra space is needed, use an additional log.
- This *Activity Log* is only a personal record of the time you spend on your activities for each section.
- Remember to add this information, along with scans, photographs etc. (as high resolution jpegs) as evidence into eDofE.
- Download extra copies of this *Activity Log*, plus logs for the other sections, from [www.eDofE.org](http://www.eDofE.org) or [www.DofE.org/go/downloads](http://www.DofE.org/go/downloads)
- For Expedition/Residential records, please refer to the *Keeping Track* booklet.
- You can ask your Assessor, Leader, instructor, trainer, coach, mentor etc. to initial each entry.

| Date | What you did | Hours | Initials |
|------|--------------|-------|----------|
|      |              |       |          |
|      |              |       |          |
|      |              |       |          |

For electronic copies please see the DofE website-

<https://www.dofe.org/do/activitylogs/>

Any issues please consult the *10 Step eDofE User Guide for Participants* document attached.

### The 'app'

DofE have recently launched an app. This has a very user-friendly interface and make uploading evidence very simple.



**DofE**  
The Duke Of Edinburghs Award

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Install





## Assessors reports

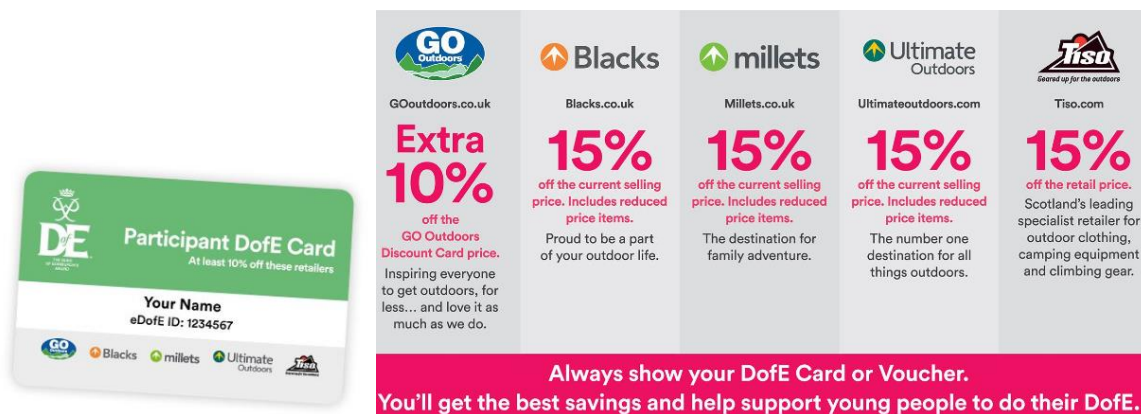
Every week the assessor should touch base with the student to ensure they are on task and achieving or working towards their goals. At the end of the designated time (3, 6, 12 or 18 months) the assessor should then complete an assessor's report. This can be done on paper as seen above or electronically by logging on to <https://edofe.org/Assessor>

I have attached a guide on 'writing an assessors report' and what to include. To pass the section the report must include:

- The student's name
- The activity
- The assessor's name and position i.e. what makes you able to comment on the student's work?
- Dates that they have attended i.e. has your son/ daughter actually completed 6 months?
- A comment on their attitude/ dedication/ motivation/ progress
- The assessor's signature or if electronic they will need to provide an email address

## Discounts

Once your son's/ daughter's DofE pack has arrived it should include discount cards.



This card will provide discount's in a variety of outdoor stores and many more companies.

Please see the DofE website for a kit guide/ list:

<https://www.dofe.org/shopping/dofe-expedition-kit-guide/>

<https://www.dofe.org/shopping/dofe-expedition-kit-list/>

## Social media

The Duke of Edinburgh Award has a very big online presence. It is definitely worth a visit to the YouTube channel as they have videos on a variety of topics which may be of use.

<https://www.youtube.com/user/theDofEUK/playlists>

<https://www.facebook.com/theDofE/>

<https://www.instagram.com/dofeuk/>

[https://twitter.com/DofE?ref\\_src=twsrc%5Egoogle%7Ctwcamp%5Eserp%7Ctwgr%5Eauthor](https://twitter.com/DofE?ref_src=twsrc%5Egoogle%7Ctwcamp%5Eserp%7Ctwgr%5Eauthor)