



Nether Stowe School

Headteacher: Glyn Langston-Jones

St Chad's Road
Lichfield, Staffordshire
WS13 7NB

Tel: 01543 263446 & 263487

Fax: 01543 414602

Dear Parent/Guardian

We are pleased to inform you that you have been accepted onto the DofE scheme at Nether Stowe High School. Our first meeting will be Wednesday 25th September in The Little Theatre. It is recommended that students bring a change of clothes as not to damage or dirty school uniform during activities. Between now and then we would like you to think about:

- What you want to do for each section (Physical, Skills and Volunteering)
- What fundraising ideas can we do (other than bag-packing which is organised by staff)
- Skills you already have to help your team with DofE
- Skills you would like to learn.

Congratulations on being selected. We look forward to guiding you through this year and helping you to achieve your Bronze Award.

This is a long document and contains all the details that you and your parents need to be aware of in order to successfully complete the scheme. Please ensure you read and understand it from start to finish.

As part of the Duke of Edinburgh award the participants have to undertake three 2-day, 1-night camping expedition. Two practice expeditions and one qualifying expedition. These expeditions are a hugely independent exercise and therefore rigorous training has to be undertaken to ensure that the students are fully equipped to cope with the challenge.

This training consists of several aspects: Weekly meetings in which different health and safety techniques are taught and tested, at least two full day group walk (with consequent walks if we are not satisfied that the participants could safely undergo a walk solo) and at least one 2-day 1-night practice expedition. Based on previous experience, we have found that one practice expedition is insufficient to ensure success on the qualifier, therefore we expect 2 practice expeditions to be undertaken. The decision of the leaders is final if they believe a team needs another practice, to ensure our Health and Safety standards are met.

Due to the limited number of spaces, teams will have to consist of 7 participants (potentially mixed gender). This may mean there are members of the team from different years and friendship groups, but essentially this is the essence of DofE and the only way in which we can take these numbers. We try and get pupils to pair up and work the teams out this way, however sometimes this is logistically impossible. Whilst friendship groups may be split for the walking, they can all socialize during the weekly sessions and camping.

Attendance at weekly meetings is recorded via a register. If the participant is not attending regularly, then it is unlikely that they will be trained to a high enough standard to take place on the expedition. If participants do not attend more than 2 (without reason) a warning will be issued. Repeatedly missing sessions will unfortunately lead to their experience of DofE not continuing.

Also DofE rules state that at least two of the sections (volunteering, physical and skill) are to be completed and signed off, with the other completion imminent, before the expedition. Parent/Guardians need to be encouraging them to complete their booklets and helping them find suitable people to assess. Students can now download an EdofE APP on their phone, which makes accessing this even easier. There is also a selection of essential resources on the School website under the student tab.

On the assessment weekend, there will be an external assessor looking at the navigation and teamwork on the day, but also on progress throughout the year. The assessor's decision is final and cannot be altered by the leaders.

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Equipment is signed for by participants before they do their expedition. They are therefore responsible for this item and if it is lost/broken it will need to be replaced/paid for before their presentation evening and certificate approval.

After their expedition participants must do a 15-minute presentation about the aim of their expedition, which parents and friends are welcome to attend. This is the final assessment criteria and must be completed prior to the award being achieved.

As we try to keep costs to a minimum, we heavily rely on fundraising. There will be events organized by staff to fundraise; if participants chose not to partake they will still need to make a contribution towards fundraising to ensure that it is fair. To keep costs low, we also rely on parents to lift share. A lot of the walks will be in the peak district (see below approximate post code) and therefore will be about 90 mins away. Many parents stay in the area shopping/walking themselves. When on expedition, the teams often get back at very different times (due to walking speeds, getting off track etc.). We therefore endeavor to text parents and guardians when the pupils are approximately an hour away from the finish. This then gives ample time for you to pick them up, without having to wait hours for them if they are not on time.

When we are on DofE we are representing Nether Stowe School. Any inappropriate behaviour will lead to immediate removal from our DofE programme.

To ensure that no participant will be disadvantaged at the time of completion we are sending this letter. We hope that this letter will outline and clarify any issues which could affect the participant's chance of completion.

Payment needs to be received via parent pay by Friday 27th September 2019 (£80 Bronze, £90 Silver). If you need a payment plan, then you need to email arose@netherstowe.com before Wed 4th September 2019 in order to get this set up. Payments are non-refundable

Below are important dates which need to be adhered to due to qualifying time constraints from the DofE and Local Authority. Please double check that they are suitable. If these are not suitable for some reason e.g. already booked holiday, please let Miss Fairbrother know by Wed 4th September 2019 and we will try to see if there is any room for maneuver. If the participant cannot make the dates of the expeditions then they will have to complete the expedition sections (practice and qualifying) with an AAP provider if they wish to continue their award. This may incur a charge of up to £400.

Important dates which have been submitted to the school for approval and will be confirmed as soon as they have been accepted- please record on calendar

Sun 26th January - Practice day walk 9am-12pm

Fri 24th – 26th Apr (Fri-Sun) Practice expedition (Silver) **supported** (approximate times: 9am Sat- 5pm Mon).

Sat 16th – Mon 18th May **Qualifier** (Silver) (approximate times: 9am Fri - 5pm Sun)

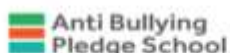
Oct 21st 2020. DofE Presentation Evening- Where participants present what they have done over the course of the award.

Yours Sincerely

Miss L Fairbrother

DofE Manager

Email: office@netherstowe.com **Website:** www.netherstowe.com **Twitter:** [@netherstowe](https://twitter.com/netherstowe)





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NETHER STOWE TRIP INFORMATION FOR DofE PLEASE RETAIN THIS INFORMATION

Cost

There is no cost for these visit as transport is to be arranged by parents/guardians.

Participant Behaviour *Where the visit will require staff relying upon participant's appropriate good behaviour for safety or public relations reasons:*

Participants attending this visit will need to have a record of good behaviour and demonstrate that they can obey safety and other rules. Anyone whose behaviour becomes unacceptable after the trip has been booked may be excluded or required to return home early and any expenses incurred will be the responsibility of their parents.

Residential Visit Needs

All participants will need clothing and equipment on the equipment list, suitable for the time of year, weather on the day and length of visit:

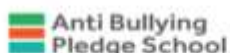
- Waterproof jacket
- Walking boots/sturdy trainers (not pumps or football boots).
- Packed lunch
- Snacks
- Water and drinks
- Sunglasses/cream/cap (weather dependant)
- Gloves/hat/scarf (weather dependant)
- Personal medication

Transport

It is parental responsibility to get the participant to and from the expedition. If you give a lift to a young person you are not legally responsible for, you are advised to check your car insurance policy.

Your child will be expected to be responsible enough to wear any seatbelt provided until informed it may be released.

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Notification of medical conditions or special needs

Advance warning is needed of any participants with special medical or other needs to ensure all health and safety considerations have been made. Parents must advise of any relevant medical or other needs on the visit consent form. Residential courses will require a County Medical Form to be completed not more than fourteen days prior to the start of the visit. No participant may join the visit unless this form has been received. Notification of dietary needs for sound medical, ethical or religious reasons must also be made.

Insurance Provided

All bona fide educational visits by Nether Stowe School are covered by the county council's public liability insurance, as are all on site activities. Additionally visits organised by the Nether Stowe School benefit from Offsite Activity / Travel Insurance provided by Zurich Municipal. A summary of the benefits includes, up to £100,000 for personal injury (injuries that have permanent consequences, such as disablement); £5M for any personal liability on the part of a participant; £2M for medical, rescue or repatriation (applies to visits outside the UK).

Consent Forms

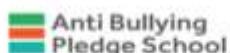
Due to GDPR we must have consent forms for each visit/trip. These can be done on paper prior to each trip or there is a version online on Nether Stowe School's DofE Website.

Home Contact Number

If during the venture an **emergency** arises and you need to contact the staff please call

DofE 1 07522844659, DofE 2 07522844105, In school contact 07522842936

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NETHER STOWE CONSENT FOR DofE

I have/have not read and been informed on issues which could prevent (*name of participant*) _____ completing the DofE award.

I do/do not understand that the assessor decision is final

I do/do not understand that the fee paid via parent pay is non-refundable

The dates have/have not been recorded at home to ensure the participant is available on these days.

I do/do not give consent for photographs to be taken and used during the course of the award.

I do/do not take responsibility for updating the DofE manager personally of any medical or contact changes.

I do/do not agree that all participants should take part in fundraising.

I am/am not happy to lift share with other participants

Signed (parent/guardian) _____ Date _____

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NETHER STOWE CONSENT FOR DofE ; Sun 26th January - Practice day walk

Please complete this form (WEDNESDAY 11th December) and return it to the visit organiser.

1. **Medical details.** I/my son/daughter/child in my care has the following medical or special needs.

.....

I understand that for residential visits I must complete and return a medical form, with up to date details, not more than fourteen days before the visit.

2. **Dietary details.** I/my son/daughter/child in my care has the following dietary needs.

.....

3. **Insurance.** I understand the limits of insurance provided for this visit.

4. **Transport.** I understand the transport arrangements for this visit (**will involve travelling in other people's or staff cars**) and my child understands the need to wear a seatbelt.

5. **Return to Home.** I will attend to collect my son/daughter or my son/daughter will be returning home by.....

6. **Water Activities and Swimming.** For visits that involve water activities and/or swimming I/ my son/daughter's swimming ability and consent to partake is (tick boxes): -

Non-swimmer	
Swim less than 50 metres	
Swim 50 metres or more	
I consent to my son/daughter undertaking the water activities and swimming notified in the visit programme.	
I consent to my son/daughter swimming in open water	

I wish to attend* OR I agree to my son/daughter attending* the visit (or series of visits) detailed above and understand the risks involved and the detail regarding supervision, I also acknowledge that to be included I/he/she* will need to maintain responsible behaviour.

Signed.....Name (Please print)

..... Date.....

(Person with Parental Responsibility/Self-consent if aged 18, or older)

Name of parent/emergency contact during visit (please print)

.....

Home Address.....

Contact telephone numbers (must be at least 1 mobile)

Home:Work:Mobile:

If not available please contact: Name

.....

Address.....

Telephone

Number/s.....

Email: office@netherstowe.com Website: www.netherstowe.com Twitter: @netherstowe

