

Ref. ACA  
7 November 2018

Dear Parent/Carer

### **Duke of Edinburgh's Award**

I write to you with an exciting opportunity for your son/daughter to complete the Duke of Edinburgh's Award. It's the world's leading youth achievement award which is nationally recognised and highly regarded. This award is highly sort after by employers, Post-16 providers and universities alike. Gradually increasing in the minimum time commitment, age requirement and degree of challenge, there are three levels of programmes which, when successfully completed, lead to a Bronze, Silver or Gold Award. I am delighted to invite your child to complete the Bronze Award.

I hope this letter provides you with the necessary information to assist you and your child in making a decision about the suitability of the programme for them. Should you have any questions, please contact me directly using the above contact details.

#### **What Does The Duke of Edinburgh's (DofE) Award Entail?**

Your child will learn and develop valuable skills such as leadership, teamwork and organisation. While they continue to develop these skills as part of their day-to-day curriculum at the academy, students will further enhance them through participating in the following activities:

- Completing some voluntary work;
- Completing a physical activity (expedition) and;
- Developing a skill

Carrying out these areas over a three to six month period, either in or outside of school, aims to provide new challenges for your son/daughter. The Award will finish with an expedition later this year.

#### **What Commitment Will My Child Need To Make?**

Once the deposit has been made students will have to complete the Award. There will be a number of compulsory sessions which run during school holidays. There will also be a number of enrichment sessions that will take place between 2:30pm and 3:30pm which students will be required to attend. If students do not attend these events, then they risk being removed from the Award.

Students will need to complete voluntary work, this can be completed in school but you may want to support your child in doing this in their own time.

Students will undertake an expedition that will involve camping in the Peak District and walking across rough terrain. While the academy will endeavour to purchase any equipment required for this, some personal equipment, such as walking boots, will need to be supplied by parents/carers.

Students will also need to access to the DofE website. While arrangements will be made in the academy for this to take place during enrichments sessions, we would appreciate parents/carers support in helping your son/daughter to access it at home.

### **How Much Will It Cost?**

As this is a charitable organisation, we do have to ask parents/carers to support their child throughout the time taken to complete the Award. This will go towards funding the Award itself including the activities students will be carrying out in and out of school, such as first aid training, the practice and final expedition. Students will receive a log book, access to 'eDofE', the DofE website where they will evidence their activities, as well as a certificate and badge upon completion.

The total cost of participation is £110, which can be paid in full or instalments as follows.

Date Of Payment	Amount Due
Friday, 16 November 2018	£30
Friday, 1 February 2019	£40
Friday, 3 May 2019	£40

A non-refundable deposit of £30 to secure your child's place will be required by Friday, 16 November 2018 and should be returned with the reply slip attached. The remaining £80 balance must be paid in full by Friday, 3 May 2019. To discuss payment, please contact the Finance Office on 0114 235 8120, option 4.

Yours faithfully

Mr Andrew Carruthers  
**Aspiring Leader – Deep Experience**  
**Duke of Edinburgh's Award Manager**

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### Duke of Edinburgh's Award

Student Name \_\_\_\_\_ VMG \_\_\_\_\_

My son/daughter would like to complete the Duke of Edinburgh's Award (Bronze). I understand that;

- The £30 deposit I enclose with this reply slip is non-refundable;
- The £80 balance must be paid in full by Friday, 3 May 2019;
- I forfeit the right to a refund should my child withdraw from their place at any time once work towards the completion of the Award starts;
- The academy reserves the right to cancel the Award should it receive insufficient interest. Any monies paid will be refunded;
- Successful completion of the Award is dependent upon my child's commitment and participation;
- There is an expectation that my child will complete the majority of the activities out of school time (ie. in their own time).

Signed (Parent/Carer) \_\_\_\_\_ Date \_\_\_\_\_

**Please return this slip along with payment to the Finance Office by Friday, 16 November 2018**