



WALLINGTON COUNTY GRAMMAR SCHOOL

Duke of Edinburgh's Award (DofE) 2024-25

INFORMATION FOR PARENTS and PARTICIPANTS

Welcome to the Duke of Edinburgh's Award (DofE) programme for 2024-25! This guide provides all the essential information you need to enrol and participate in the Bronze, Silver, and Gold award levels. The DofE Award is a fantastic opportunity for young people to develop new skills, engage in physical activities, volunteer, and embark on adventurous expeditions.

Google Classroom Codes (participants only):

BRONZE mejt6ih

SILVER kg2shez

GOLD i6yynr7

Key Contacts:

- DofE Managers: Mr Connor and Miss Dimond
- Email: <mailto:dofe@wcgschool.co.uk>
- Webpage: wcgs-sutton.co.uk/dofe

Information Evening

Tuesday, September 24th, 2024, at 18:00: via Google Meet with a representative from DofE London and our expedition partners, ActivAdventures.

<https://meet.google.com/cqs-vhuy-fem>

Note that only wcgschool Google accounts can access this meeting.

Enrolment Form

<https://forms.gle/GeMuvVXLiLiQCc9n9>

Important Note:

- All queries about a participant's award must come from the participant in person, not via email from parents/carers.

Award Sections: The DofE Award consists of four main sections (five for Gold, including a residential):

1. *Volunteering*
2. *Physical*
3. *Skills*
4. *Expedition*
5. *Residential (Gold only)*

Participants must complete all sections to earn their award. Enrolment costs are payable through ParentPay, and there are additional fees for the expedition section.

Attendance Requirement:

- **Students must attend school the day after any weekend expeditions, regardless of tiredness.**

Setting Goals for Each Section: Each section of the DofE Award requires a goal to complete. Here are some examples of goals for each section to help guide participants in setting their own:

Volunteering:

- Volunteering at a local charity for 1 hour every week to organise community events.
- Volunteering at a local food bank to organise and distribute donations.
- Volunteering at a youth centre to mentor younger students.

Physical:

- Improving fitness by running 5km in under 30 minutes.
- Increasing stamina by swimming 500 meters in 20 minutes.
- Improving strength by participating in a weight training programme.

Skills:

- Learning to play a musical instrument and performing at a school event.
- Developing baking skills by preparing a variety of baked goods.
- Enhancing public speaking skills by joining a debate club.

Residential (Gold only):

- Attending a week-long residential course to learn new skills in a chosen field.
- Participating in a conservation project away from home for five days.
- Joining a leadership camp to develop team-building and leadership skills.

Enrolment and Starting the **Bronze** Award

Eligibility:

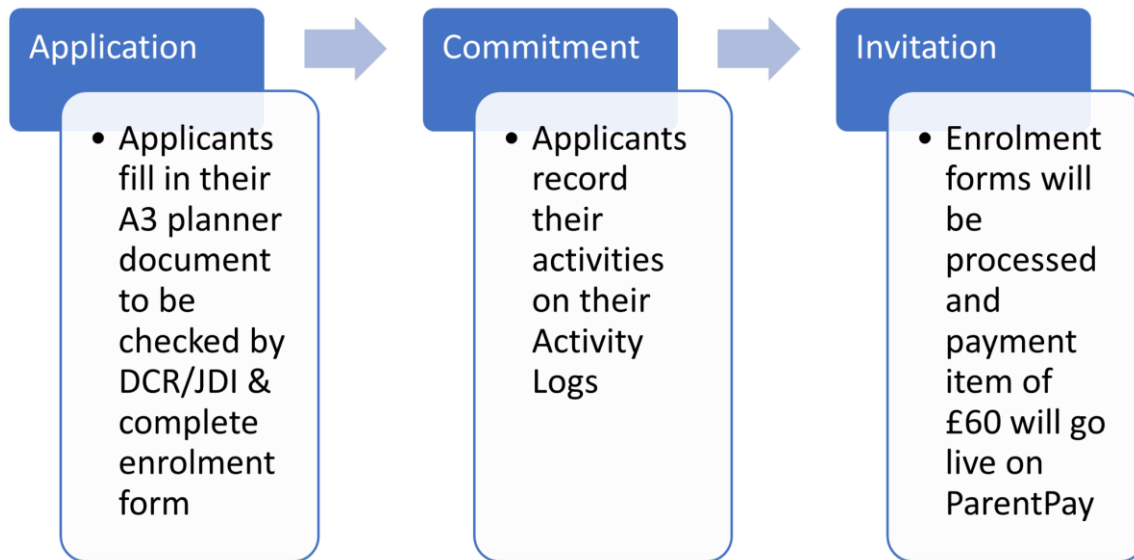
- Must be in **Year 9** or above as of 1st September 2024.

Steps to Enrol:

1. **Complete the DofE Enrolment Google Form by 16th October 2024.**
2. **Attend the first DofE Session** during Clubs & Societies on **Tuesday, 24th September 2024.**
3. **Complete the A3 Programme Planner** for the Volunteering, Physical, and Skills sections.
Deadline: **16th October 2024.**

Programme Planner Details: The A3 Programme Planner is a critical document that helps participants plan their activities for each section of the DofE Award. During the initial DofE session, participants will receive this planner and guidance on how to fill it out. For each section (Volunteering, Physical, Skills), participants need to:

- Specify what activity they will undertake.
 - Set a measurable goal to achieve by the end of the section.
 - Identify an appropriate assessor who will monitor and verify their progress. The assessor must be a responsible adult (aged 18+) and cannot be a family member.
 - Outline the time commitment required to meet the section's requirements.
4. Commit to the Award by attending all required sessions during Clubs & Societies announced on the Google Classroom and recording activities in their activity logs.
 5. Show Commitment: Only those who show commitment to the Award will have their enrolment forms processed.



6. **Pay the Enrolment Fee (£60)** via ParentPay after demonstrating commitment.

Post-Enrolment:

- Students will receive eDofE login details in January 2025 to access their accounts and complete address details for receiving Welcome Packs. After the first sign-in to eDofE, Welcome Packs will be sent to the participant's home address.

Activity Completion Requirements:

- Volunteering, Physical, and Skills: Each section requires 3 months (13 weeks x 1 hour/week). One of these sections must be extended to 6 months (26 weeks x 1 hour/week).

Volunteering Requirements: Volunteering may only take place at non-business organisations. Students can ask a relevant teacher (e.g., form tutor) to write references for placements where required. Please do not name either DofE Manager as a referee. Students must ask staff in advance before giving their information to organisations.

Expedition Details:

- Estimated cost **£255 + travel costs**
- Training Day: 24th February 2025 (INSET day)
- Practice Expedition: 7th/8th June 2025
- Qualifying Expedition: 16th/17th July 2025 (Activities Week)

Assessor Report Process: Once an activity has finished, each student must ask their assessor to complete the assessor form, which can be removed from the Welcome Pack or completed online at dofe.org/assessor. Reports must include the start and end dates.

Financial Assistance: We understand that financial challenges can be a barrier to participation. Students who are facing financial difficulties or receiving Free School Meals can access additional support. The school offers expedition kits for borrowing, ensuring that all students have the opportunity to participate fully. Please get in touch with us to discuss your specific needs confidentially and discuss how we can assist you.

How to enrol and start the **Silver** Award

Eligibility:

- Must be in **Year 10** or above as of 1st September 2024.

Steps to Enrol:

1. **Complete the DofE Enrolment Google Form** by **16th October 2024**.
2. **Attend the first DofE Session** during Clubs & Societies on **Tuesday, 1st October 2024**.
3. **Complete the A3 Programme Planner** for the Volunteering, Physical, and Skills sections.
Deadline: **16th October 2024**.

Programme Planner Details: The A3 Programme Planner is a critical document that helps participants plan their activities for each section of the DofE Award. During the initial DofE session, participants will receive this planner and guidance on how to fill it out. For each section (Volunteering, Physical, Skills), participants need to:

- Specify what activity they will undertake.
 - Set a measurable goal to achieve by the end of the section.
 - Identify an appropriate assessor who will monitor and verify their progress. The assessor must be a responsible adult (aged 18+) and cannot be a family member.
 - Outline the time commitment required to meet the section's requirements.
4. **Pay the Enrolment Fee (£60)** via ParentPay.

Post-Enrolment:

- Students will receive eDofE login details before the end of November 2024 to access their accounts and complete address details for receiving Welcome Packs. Direct entrants will receive their Welcome Packs after the first sign-in. If you have already completed the Bronze level, the Welcome Pack will be sent once the Silver level is added to your eDofE account.

Activity Completion Requirements:

- **Volunteering:** 6 months (26 weeks x 1 hour/week)
- **Physical and Skills:** One section for 6 months (26 weeks x 1 hour/week) and the other section for 3 months (13 weeks x 1 hour/week).
- For direct entrants, one of the 6 month sections must be extended to 12 months (52 weeks x 1 hour/week).

Expedition Details:

- Estimated cost **£325 + travel costs**
- **Training Day:** 24th February 2025 (INSET day)
- **Practice Expedition:** 28th/29th/30th June 2025
- **Qualifying Expedition:** 16th/17th /18th July 2025 (Activities Week)

Assessor Report Process: Once an activity has finished, each student must ask their assessor to complete the assessor form, which can be removed from the Welcome Pack or completed online at dofe.org/assessor. Reports must include the start and end dates.

Volunteering Requirements: Volunteering may only take place at non-business organisations. Students can ask a relevant teacher (e.g., form tutor) to write references for placements where required. Please do not name either DofE Manager as a referee. Students must ask staff in advance before giving their information to organisations.

Financial Assistance: We understand that financial challenges can be a barrier to participation. Students who are facing financial difficulties or receiving Free School Meals can access additional support. The school offers expedition kits for borrowing, ensuring that all students have the opportunity to participate fully. Please get in touch with us to discuss your specific needs confidentially and discuss how we can assist you.

How to enrol and start the **Gold Award**

Eligibility:

- Must be at least 16 years old but can apply now and begin the award as and when you turn 16.

Steps to Enrol:

1. **Complete the DofE Enrolment Google Form by 16th October 2024.**
2. **Attend the first DofE Session** during Clubs & Societies on **Tuesday, 1st October 2024.**
3. **Complete the A3 Programme Planner** for the Volunteering, Physical, Skills, and Residential sections. Deadline: **16th October 2024.**

Programme Planner Details: The A3 Programme Planner is a critical document that helps participants plan their activities for each section of the DofE Award. During the initial DofE session, participants will receive this planner and guidance on how to fill it out. For each section (Volunteering, Physical, Skills, and Residential for Gold), participants need to:

- Specify what activity they will undertake.
 - Set a measurable goal to achieve by the end of the section.
 - Identify an appropriate assessor who will monitor and verify their progress. The assessor must be a responsible adult (aged 18+) and cannot be a family member.
 - Outline the time commitment required to meet the section's requirements.
4. **Pay the Enrolment Fee (£35)** via ParentPay.

Post-Enrolment:

- Students will receive eDofE login details before the end of November 2024 to access their accounts and complete address details for receiving Welcome Packs. Direct entrants will receive their Welcome Packs after the first sign-in. If you have already completed the Silver level, the Welcome Pack will be sent once the Gold level is added to your eDofE account.

Activity Completion Requirements:

- **Volunteering:** 12 months (52 weeks x 1 hour/week)
- **Physical and Skills:** One section for 12 months (52 weeks x 1 hour/week) and the other section for 6 months (26 weeks x 1 hour/week). For direct entrants, one of these sections must be extended to 18 months (78 weeks x 1 hour/week).

Residential:

- Participate in a residential project away from home for 5 days and 4 nights.

Expedition Details:

- Gold participants are currently responsible for organising and resourcing their own expedition section. If you are in Year 11, you will do the expedition section in Sixth Form.

Assessor Report Process: Once an activity has finished, each student must ask their assessor to complete the assessor form, which can be removed from the Welcome Pack or completed online at dofe.org/assessor. Reports must include the start and end dates.

Volunteering Requirements: Volunteering may only take place at non-business organisations. Students can ask a relevant teacher (e.g., form tutor) to write references for placements where required. Please do not name either DofE Manager as a referee. Students must ask staff in advance before giving their information to organisations.

Financial Assistance: We understand that financial challenges can be a barrier to participation. Students who are facing financial difficulties or receiving Free School Meals can access additional support. The school offers expedition kits for borrowing, ensuring that all students have the opportunity to participate fully. Please get in touch with us to discuss your specific needs confidentially and discuss how we can assist you.

Expedition

For all expeditions, students need a 65-litre rucksack. We have a fixed number of rucksacks available to loan from the school on a first-come first-served basis. More information regarding costs and procedures will be released nearer to the expeditions. Note that, due to higher numbers, Bronze participants will get priority over Silver & Gold.



Should you be facing financial challenges or are currently receiving Free School Meals, we would like to inform you that the school has additional expedition kit available for borrowing. Please do not hesitate to contact us to discuss this further.