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3<sup>rd</sup> December 2019

Dear Parents/Guardians,

### **The Duke of Edinburgh's Gold Award – Upper Five**

We are delighted to offer the Duke of Edinburgh's Gold Award at The Ladies' College. This is an enormously valuable programme that is recognised worldwide. Universities and employers are looking for more than just strong academic achievement and participation in extra-curricular activities, so emphasising involvement in DofE on a UCAS or job application can tell an institution/employer that a student is ambitious, has demonstrated leadership skills and commitment, and has spent time helping other people in their community.

Whilst we understand that all Upper Five are busy preparing for their GCSES, we would also like to inform you that your daughter can enrol and start her Gold DofE from her 16<sup>th</sup> birthday. This means that those who turn 16 before 10<sup>th</sup> July 2020 may wish to consider completing the practice expedition section of the Gold Award this summer after completing their exams. They would then be able to complete the qualifying expedition during their Lower Sixth year, thus minimising any impact on their Sixth Form studies.

Please read and consider all of the information within this letter before completing the attached Enrolment form which will be activated when they reach their 16<sup>th</sup> Birthday. Please ensure that you also complete the additional signup sheet so that we know if they wish to come on the Expedition this summer following their exams. Please return both these forms to College by **Friday 13th December 2019**, marked for my attention, with a payment of £54 made payable to 'The Ladies' College Duke of Edinburgh's Award'.

This enrolment fee includes initial registration with The Duke of Edinburgh's Award, use of the eDofE recording system, a welcome pack, completion certificate and badge, as well as a contribution towards the equipment and organisation of the DofE award scheme within The Ladies' College.

#### **Within their Welcome Pack they will receive:**

- A Welcome Letter
- Their online eDofE account (If new to the Awards)
- Participant's Handbook
- Assessor Guidance booklet
- The DofE Reward Card, which currently offers 15% off Cotswold products, 10% off in Millets & Mountain Warehouse.





The Welcome Pack will be sent directly to the home address you provided us on your enrolment form. If you have previously completed the Bronze Award, or Silver Award we still require a new enrolment form for starting your Gold.

The Assessor Cards within the pack are for your daughter to give to her Assessor to provide them with information on what is required from them in their role.

New participants will be given access to an online eDofE account and shown how to add their section aims and evidence. Once plans have been submitted and approved, all participants need to do is collect evidence of themselves undertaking the activities, either by using photographs or a simple log of the weekly activity, and then upload this to their eDofE account. At the end of a section they will also need to obtain the all-important Assessor's Report to upload to their eDofE account.

I will then sign off each section in eDofE. When they have completed all five parts of the Gold Award, The Duke of Edinburgh Award Licensed Organisation (The Youth Commission) will approve their final Award. They will then be invited to a Gold Award Presentation attended by a Member of The Royal Family, to receive their certificate at St James's Palace or in Buckingham Palace Gardens.

### **How long does it take?**

For Gold, participants need to do the programme for at least 12 months if the Silver Award has been achieved, or 18 months if starting at Gold level without having completed Silver – even if you've done Bronze. The big difference at Gold is that participants also do a Residential section – staying away from home for five days and four nights doing a shared activity with people they don't know.

- Volunteering section: 12 months
- Physical and Skills sections: One section for 12 months and the other section for 6 months
- Expedition section: 4 days/3 nights (Plus 3day/2night training)
- Residential section: Undertake a shared activity in a residential setting away from home for 5 days and 4 nights.

If your daughter didn't do Silver, she must undertake a further 6 months in either the Volunteering or the longer of the Physical or Skills sections.

Each section must involve a minimum commitment of one hour a week. To achieve the Award your daughter must show persistence, commitment and personal development. It is not something that can be achieved through a short burst of enthusiasm. They may easily fit their DofE activities in around their school work, carrying them out in their own personal time, as either part of a lunchtime, after school club or in a community setting. If needing inspiration as to what to do for any of the sections, there is a long list of ideas on the DofE website. [www.dofe.org/do/ideas/](http://www.dofe.org/do/ideas/)

**Expedition:** The expedition element of the Award presents many wonderful opportunities and some specific challenges. The Ladies' College has previously arranged trips with Adventure Expeditions (an

Approved Activity Provider, AAP) to Poland, the Peak District and other beauty areas. This year we are proposing to visit the Peak District again. (Please note they will need to do both a Practice and Qualifying trip.

**Estimated Cost Per Trip:** £285, **Plus** Flights and potentially 1 nights' accommodation before starting their expedition. Full financial details will be finalised once we know numbers, therefore please ensure you complete and return the slip at the bottom of this letter by Friday 13<sup>th</sup> December.

Dates: Proposed for 2020

Practice – Peak District 13<sup>th</sup> -17<sup>th</sup> July 2020

Qualifying – Peak District – During Lower Sixth Dates TBC

If your daughter cannot make the proposed dates, or has not met her 16<sup>th</sup> Birthday before this expedition, unfortunately she will have to look at completing the expeditions during Lower Sixth or Upper Sixth. The other option is that in the spirit of greater independence and variety, participants can consider organising their expedition through an Approved Activity Provider (AAP). Details can be found here <https://www.dofe.org/leaders/find-an-aap/> There is also the option of going with the Guernsey Youth Commission who run open trips. Participants have until they are 25 years old to complete the Award.

**Residential:** Residential activities are a great way to gain experiences in their individual field of interest, potentially gaining an extra qualification or some career-based experience. There are a number of residential options available which can support their future studies or professional careers. They range from Zoo Keeping, Medical work experience, Fashion Design, Marine Biology, outdoor activities to volunteering projects. For the Residential section participants need to undertake a shared activity or specific course with people they don't know, in a residential setting away from home and in an unfamiliar environment. Evenings are often as much a part of the experience as daytime activities. This section offers a high degree of flexibility but it must be done with an organised group, registered charity or Approved Activity Provider. Pupils must join it individually and not with an existing group of friends or as part of a school or youth group trip. They can however go with one other friend. They will be staying away for a minimum of five days, four nights – anywhere from an activity centre or camp, to a boat or barge – but they cannot stay with friends or relatives.

Details of requirement can be found here. <https://www.dofe.org/doing-your-dofe/activities-sections/residential/residential-requirements/>

Opportunities to explore options can be found here. <https://www.dofe.org/opportunity-finder/> and <https://www.hants.gov.uk/educationandlearning/duke-of-edinburgh-award/gold-residential>

I hope this gives you a full picture of the Award and the expectations.

Please do not hesitate to contact me should you require further information.

[rwooldridge@ladiescollege.ac.gg](mailto:rwooldridge@ladiescollege.ac.gg)

Yours sincerely



Mrs. R Wooldridge

Duke of Edinburgh's Award Coordinator, The Ladies' College

**Gold DofE Consent Form**

This form is to be returned by Friday 13<sup>th</sup> December 2019 to The Ladies' College along with the Gold DofE Participant Enrolment Form and fee of £54

### **Participant**

I agree to enrol as a participant on the Gold DofE programme.

I understand I will be using the online eDofE system. This system has a set of terms and conditions that must be agreed to. These will be available when you access eDofE.

Pupil name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
(Participant)

### **Parent or Guardian**

I would like my daughter to be registered on the Gold Duke of Edinburgh Award programme.

Your daughters date of birth and chosen email address will be recorded in eDofE on enrolment. The DofE Charity and The Ladies' College DofE Staff will monitor and manage their DofE participation and progress. All contact from the DofE Charity using personal data will communicate useful and relevant information to either help participants complete a DofE programme, Leaders to run DofE programmes more effectively, or help the DofE Charity improve the quality and breadth of its programmes. All contact will be via the eDofE messaging system and using the participant's chosen email address.

**Given the scope and breadth of DofE programmes, participants may choose to undertake activities that are not directly managed or organised by The Ladies' College Guernsey. In such cases, parents and guardians of those under 18 are informed that it is their responsibility to ensure the activity is appropriately managed and insured.**

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
(Parent or Guardian)

Name: (Please print) \_\_\_\_\_

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**If you can please also complete the below to help us with our planning of the Expedition Section**

**My daughter..... would like to take part in The Ladies' College Gold expedition and can make the proposed practice in 2020.**

Practice – Peak District 13<sup>th</sup> -17<sup>th</sup> July 2020

Signed: \_\_\_\_\_ Date: \_\_\_\_\_