

14th September 2023

Dear Parent/ Guardian

As you will be aware your son/daughter is preparing to undertake their Duke of Edinburgh's Award expedition soon. This letter contains the information that you will need ahead of the expedition.

If you haven't already paid please note that the deadline for payment is Friday 29th September 2023. Any Bromcom related questions, please contact our Finance Team - finance@notredame-high.co.uk

Any other Duke of Edinburgh related questions, please contact any of the following staff - jnicholls@notredame-high.co.uk, mpickup@notredame-high.co.uk or cstruttman@notredame-high.co.uk.

There are a number of training sessions left which you child MUST attend in order to access the expedition section. The dates of these are;

DATE	ACTIVITY
WEDNESDAY 27 TH SEPTEMBER WEDNESDAY 4 TH OCTOBER	ROUTE PLANNING
WEDNESDAY 11 TH OCTOBER	KIT HAND OUT
SAT 14 TH / SUN 15 TH OCTOBER	EXPEDITION
WEDNESDAY 18 TH OCTOBER	KIT RETURN AND PRESENTATIONS.
Thursday 19 th and Friday 20 th October	Reserve dates after school

All members of the group must attend every one of the above times. After school activities until 5.45.

Parents must understand that by its nature a Duke of Edinburgh's Award Expedition has a low level of supervision - participants must work independently to achieve the award. Participants will be supervised at the start and end of each day and at pre arranged checkpoints along their route. Students will be unsupervised when travelling to/from the start and finish points. Staff will also observe them from a distance to ensure they are following the route successfully. Students will camp on public campsites which may be **unsupervised by staff** but the campsite owners will have full written details of who they are and our phone numbers. Staff will supervise putting tent up and cooking meals. A member of staff will be staying at the campsite but depending on circumstances there may be times when the campsite is not staffed. Parents and participants must understand that any poor behaviour will result in school behaviour policies and sanctions being applied on their return to school. To achieve the award groups must be self-sufficient and must carry all food but can fill water bottles at the campsite.

<p>Bronze Qualifying Expedition Saturday 14th- Sunday 15th Oct</p> <p>Kit hand out after school on Wednesday 11th October. Kit hand out attendance is COMPULSORY for ALL participants. There will be group kit handed out, reminders about the weekend ahead. Approx finish time 5:45pm.</p> <p>Expedition: Saturday 14th - Sunday 15th October 2022</p> <p>Kit return and presentation after school Wednesday 18th October . Please <u>bring all</u> borrowed equipment. Any group without borrowed equipment will be expected to attend a reserve date in order to pass the expedition. The final requirement of the expedition is for all the group to do a presentation about their expedition. The presentation can be by powerpoint, a series of images taken, an informal conversation with us etc. The presentation should be based on the group aim/purpose that the group were thinking about prior to the summer. I would suggest an aim/purpose along the lines of 'to show how we all worked together as part of a team' or 'to develop a wide range of skills including navigation, campcraft and keeping team morale high' or 'to re-tell the highlights of our expedition through stories, song and dance'. The groups are of course able to come up with their own aim/purpose. Approx finish time 5:45pm.</p>	<p>Details for Saturday 15th- Sunday 16th Oct</p> <p>Meet at the Hassop station café and cycle hire on the Monsal Trail just outside Bakewell (DE45 1NW). Meeting time to be confirmed as we will stagger group departure and inform you of this nearer the time -please be aware the first group will leave at 9 am.</p> <p>When you arrive at the start point please ensure that no equipment beyond maybe a roll mat is on the outside of a rucksack. Any roll mats on the outside of a rucksack should be wrapped in at least one, preferably 2, bin bags to waterproof the mat. Please do this before arriving and save time.</p> <p>Please note - the café/cycle hire place gets VERY busy. If you are getting a lift please arrange to be dropped off and politely ask people to leave promptly (unless they are making a morning of it and visiting the area). Don't forget to be really grateful to them for giving you a lift on a Saturday morning!</p> <p>If you are planning on using public transport to get to/from Bakewell please let Mr Pickup/Ms Nicholls know in advance.</p> <p>Camp at Barn Farm, Birchover.</p> <p>Finish On Sunday 15th October We will finish at a DIFFERENT place to your start point. The café/bike hire place simply gets too busy later in the day.</p> <p>We will finish at the cricket pavilion in Bakewell recreation ground on Haddon Road, right on the edge of Bakewell town centre (DE45 1AW). I would estimate an end time of 12:00 - 13:30, depending on how promptly the group depart the campsite and also the pace of walking and accuracy of navigation! The students will get a point marked on their map where they will be approximately 60 minutes away from the end point and they will be able to contact home to arrange lifts so that people are not waiting around for too long.</p>
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Money

Participants may need bus fare. No food needs to be (or indeed can be) bought from the start to the finish. Camping costs will be met from what you have paid to school.

Mobile Phones/ other electrical gadgets

Although mobile phones represent a good safety measure they are not in keeping with the peace of the countryside and some of the route is out of range for mobile phone signals. If participants want to take their own mobile phone for safety reasons it must be charged up and switched off but in a plastic bag and then sealed in an envelope. Students will have a school mobile phone number to use in case of emergency. Other electrical gadgets **must not** be brought to avoid damage, keep pack weight down and maintain the ethos of the award.

Food

Groups must cook hot food together for breakfast and evening meal. Hot food at breakfast can be a hot drink and suitable food eg cereal, porridge etc. Groups should plan a menu that is filling but lightweight to carry (avoid tins where possible. Avoid glass). Dehydrated food that is quick to cook is best. Participants must also bring snack / cold food to sustain them through the day time.

Equipment

We would not encourage families to spend money on new equipment only for this expedition, borrowing is best (apart from boots) and school has a very small supply of water proofs, sleeping bags and rucksacks. Any participant who arrives on the morning of the expedition without the correct equipment **will not be allowed to attempt the expedition for safety reasons**. School equipment borrowed must be returned clean and undamaged. It is important that participants have a good quality waterproof jacket and must not wear denim. There is a list on the door of G3 for students to sign up to borrow rucksacks/roll mats/sleeping bags. All students have been informed of this. Please encourage your child to sign up for an item if needed.

As a final comment I would like to thank you for your support during these testing times. Please do have a conversation with your son/daughter about some of the things to consider eg suitable clothing (it's not a fashion parade!), having enough food & water, working together as part of a team. I have included a couple of links below to help guide a conversation. Dry warm clothes for the evening at the campsite would be a good idea!

[Top Ten Expedition Tips - The Duke of Edinburgh's Award \(dofe.org\)](http://dofe.org)

[The-DofE-Award-Food-Guide.pdf \(cityleicester.co.uk\)](http://cityleicester.co.uk)

Kit List (*supplied by school)

Personal equipment (EXPECT COLD WEATHER)	Group equipment
Walking boots (comfortable and broken in) and good quality walking socks	Tent*
Rucksack (at least 55litres capacity) lined with black bin bag	Stoves*
Change of clothes	Fuel cannisters & burners*
Water proof jacket and trousers	First aid kit*
Spare socks	Food- none can be bought on route
Warm hat/gloves	Maps*
Sleeping bag & foam sleeping mat	Compass*
Water bottle	Emergency contact cards*
Eating utensils	Plastic survival bag*
Wash kit/small towel	Washing up kit
Sun protection cream/ sun hat	Matches
Torch	String/ safety pins for odd jobs & repairs
Whistle*	
Watch	
Note pad and pen/pencil	
Route card printed. One route card per person in the group.	
Foam roll mat to sleep on.	

Exemplary behaviour is one thing that we will insist on from all the students. The award involves a large amount of trust and the students have been informed of this. If you have any queries about the types of things we have covered with your son/daughter as part of their training please feel free to contact me. Yours Faithfully

Mr M Pickup (award coordinator)

MPickup@notredame-high.co.uk

CODE OF CONDUCT FOR ALL STUDENTS OFF SITE EDUCATION

Please read carefully and sign to show that you and your child accept these rules.

Our expectations as a school is that each and every student will at all times follow the school's **BEHAVIOUR POLICY**. However, we need to emphasis the following points explicitly to promote the health and safety of our students within our care.

- Students should listen to and react appropriately to ALL instructions given by all staff.
- Students should NOT bring, obtain or consume any cigarettes/tobacco, alcohol, illegal drugs or dangerous substances. The law is clear on this.
- Students should at all times show respect for the authority of ALL adults accompanying them, whether they are teachers, group leaders, guides, campsite staff or travel officials.
- Students should have a care for their own personal safety and protection and remain at all times within a small designated group for any activity; **students will be unsupervised between checkpoints and at the campsite overnight.**
- Each student is individually responsible for learning the details of activities, times of arrival and departure and meeting arrangements. Punctuality is an essential requirement of the day(s)/week.
- Students should report any concerns or problems to a member of staff immediately.

As appropriate the following rules should be observed:

On the minibus:

- Seat belts are to be worn at all times
- Rubbish must be deposited in the bins provided
- There is to be no movement on the minibus while it is moving

On public transport, e.g. bus, trains:

- Students should respect the environment, i.e. with regard to litter, excessive noise, movement of groups and general behaviour
- Courtesy for others
- Care for each other

On the 'street', e.g. in the towns:

- Students should respect the environment, i.e. with regard to litter, excessive noise, movement of groups and general behaviour
- Awareness of traffic
- Courtesy for others
- Care for each other

On the campsite:

- Students should respect the environment, i.e. with regard to litter, excessive noise, movement of groups and general behaviour
- Courtesy for others
- Care for each other
- Care for equipment

PROCEDURE FOR DEALING WITH MISBEHAVIOUR - We do not anticipate any problems on this expedition and would be very upset if any school student were to break the school behaviour policy or endanger the health and safety of others. Even for a trip of such short length **an immediate supervised return home by a student whose behaviour is considered unacceptable may be arranged**. Serious poor behaviour, particularly any infringement of the alcohol/drugs code may result in immediate, continuous isolation with 1:1 adult supervision for the remaining time away. On return the schools' disciplinary procedures will be followed and this **may result in exclusion from school**.

Please see the bottom part of this letter for the necessary reply forms. If you could complete the forms and ask your son/ daughter to either hand them to Ms Nicholls or put them in the box marked reply slips outside the PE office. This is located in the CLC building next to the fitness suite. Should printing be a problem there are copies for students to collect from the same place. All replies on or before Friday 21st September please.

MEDICAL INFORMATION AND CONSENT FORM BRONZE DofE OCTOBER 23

Please return this medical information and consent form as soon as possible. *Delete where appropriate

- I do/do not * give permission for my son/daughter * _____
Form:..... to take part in the expedition outlined above plus the navigation practice. I will ensure they have the necessary kit and have understood the conditions set out above. I agree to collect my son/daughter * immediately at **any time of the day/night** if they behave in a way that breaks school policy or is not in the spirit of the Award.
- I have understood and made arrangements for transport of my child to and from the expedition.
- I have ensured that they have read the 'course notes' that they have been directed towards plus other Powerpoints (this includes navigation information, basic first aid and Country Code information) as this contains important information which will ensure successful completion of the Award (relevant for the expeditions only, not the navigation exercise).
- I have also filled out the medical form and arranged for its return, passing on information about medication and dietary requirements.

Date of Birth	
Home Address including postcode	
Emergency Telephone number	
Medical information (please continue on back if needed).	
Dietary information	

I/we have read the Code of Conduct for Students with my son/daughter and accept its requirements.

Signature of Student	
Signature of Parent/Guardian	
Date	

N.B. Staff who take responsibility for organising school trips have the right to refuse a request from a parent or student for a place.

Governors will give full support to all staff in their efforts to promote discipline and safety on all school trips.