

**Bell Baxter High School**  
**Duke of Edinburgh's Award**



**Parent Information Booklet**  
**Bronze Award**

**June 2019**

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## 2 INTRODUCTION

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The school has committed to offer the Duke of Edinburgh's Award (DofE) as an extra-curricular activity in Session 2019-20.

Pupils will need to spend time fulfilling the hours/weeks required for each of the four sections - volunteering, skills, physical and expedition - which make up the award.

### 2.1 AIMS OF THE AWARD

- To give young people the opportunity to participate in a wide range of activities and experiences.
- To develop and promote life-long skills such as communication, independence, leadership and initiative.
- To complete an internationally recognised award in a non-competitive environment.



### 2.2 THE BENEFITS

Some of the ways pupils will benefit from participating in the Award include:

- Build self-confidence and self-belief.
- Develop a sense of responsibility.
- Learn how to be self-reliant.
- Learn how to plan and use time.
- Learn from others in the community.
- Develop problem solving, communication, teamwork and leadership skills.
- Learn and apply new skills.



### 3 FOUR SECTIONS

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Pupils are required to complete the following sections which make up the Award:

#### 3.1 VOLUNTEERING

Helping someone, your community or the environment e.g. community service, coaching a local sports team or working in a local charity shop.

#### 3.2 PHYSICAL

Becoming fitter through sport, dance or fitness activity e.g. playing and training for a school team or playing for a local club.

#### 3.3 SKILL

Developing an existing skill or learning something new e.g. playing a musical instrument, photography or learning to become a sports official.

#### 3.4 EXPEDITION

Pupils will train, plan and complete an overnight expedition (training and qualifying expeditions) at Bronze Level.

#### **Things to remember**

- ✚ Pupils cannot ask a member of their family to act as an Assessor for any of the sections within the Award.
  - ✚ A member of the staff team (Supervisor) has to confirm that an Assessor fulfils the role set out by the DofE.
  - ✚ A member of the staff team must approve the aims and goals for each section.
  - ✚ Many of the sections will have to be completed outside of school.
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- ✚ This is a pupil-driven Award. This means pupils are responsible for managing, with support, their own activities for each section.

## 4 CRITERIA

Pupils must meet the criteria set out below for each of the sections to gain the Bronze Award.

### 4.1 BRONZE AWARD TIMESCALES

Level and Age Requirements	Volunteering	Physical	Skills	Expedition
Bronze (Pupils must be 14 years + during the academic year they begin the award.)	3 months	3 months	3 months	Planning, training & expedition of 2 days & 1 night.
Bronze participants must also undertake a further 3 months on the Volunteering, Physical or Skills section.				

Pupils will need to keep a record of the time spent on each activity. The pupils are likely to use a combination of a printed **Activity Log** and the eDofE.

Copies of the **Activity Log** can be downloaded from the DofE website; eDofE account details will be issued once pupils have registered for the Award.

### Things to remember

- ✚ Pupils need to have their section Assessor sign off their log.
- ✚ The activity Assessor must complete the activity report confirming that the aims and goals have been met by the pupil.
- ✚ Pupils need to upload evidence of their participation in an activity onto their eDofE account.

- ✚ A member of the staff team (Supervisor) will need to sign off the completed section on the eDofE.

## 5 EXPEDITION PREPARATION

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As part of the Award, pupils will learn the skills necessary to be self-sufficient while on expedition.

### 5.1 PRACTICAL MAP SKILLS AND WALKS

During the timetabled periods, pupils will be taught the theoretical map and camp craft skills they will need to be able to apply when out on expedition. To consolidate classroom learning, pupils will need to practice their map and camp craft skills out on the hills; pupils will need to commit some time beyond the end of the school day, and potentially weekends, for walking.



### 5.2 KIT

While the DofE publishes an extensive kit list, pupils will be given further advice by staff about kit requirements as part of the course.

Pupils will be required to provide their own personal equipment such as rucksacks and boots; group equipment - such as tents, stoves, fuel etc. - will be provided by the school.

A limited amount of equipment will be available from the school.

### 5.3 TRAINING AND QUALIFYING EXPEDITIONS

Pupils must complete a training and qualifying expedition.

Information about the expeditions will be issued to pupils in good time.

Pupils must meet all of the skills criteria set out in the programme framework before they are able to participate in either the practice or qualifying expeditions.

#### 5.4 TRANSPORT

Although the school will pay for the cost of transport for walks and expeditions, pupils must make their own arrangements to get home if they have to attend an activity outside of normal school hours.

#### 5.5 FOOD ON EXPEDITION

Pupils will be required to pay for their own food while they are out on expedition. Pupils will learn about menu planning during the course and will purchase food accordingly.

#### 5.6 BEHAVIOUR

The school and the DofE expect all participants to display the highest standards in attitude and behaviour. If behaviour falls below expected standards then pupils may find that their participation in an expedition is deferred.

#### 5.7 ADDITIONAL COSTS

Pupils will be required to pay for the following:

- ✚ Registration for the DofE Award – Fife Council currently charges £22 for Bronze. This must be paid by the end of June.
- ✚ A £10 fee to cover the maintenance of outdoor equipment. Payment should be made to the school by the end of August.
- ✚ All campsite fees – last year this was £8 (two campsites used but this varies each year).

Those pupils in receipt of free schools meals need only pay 50% of costs for the Award.

## 5.8 REGISTERING / CONSENT FORM FOR THE AWARD

Parents and carers can register their child for the Award by completing the online registration/consent form. Please read the online information carefully before submitting the form.

To register use <https://forms.gle/uN2CRHGosPks6R5W6>

Payment for the Award should be made directly to the Main Office.

## 6 HOW CAN YOU HELP?

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We'd like to offer parents and carers the opportunity to get involved with the Award at Bell Baxter where possible. We would encourage input into the following areas of the Award:

- Reminding pupils to keep their eDofE log up to date.
- Reminding pupils to take their **Activity Log** with them so that their activity Assessor can sign the log: this will be needed as evidence that the pupil has spent the required time undertaking the activity.
- Accompanying the staff team, if you have the time, on walks.
- If you are a DofE Assessor would you consider assessing some of the teams on their qualifying expedition?

If you think there are other areas where you could support the Award then please contact the DofE Co-ordinator at the school.

## 7 MAIN CONTACT:

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For all enquiries regarding the Duke of Edinburgh's Award you should contact:

DofE Co-ordinator

Email: [bellbaxterhs.enquiries@fife.gov.uk](mailto:bellbaxterhs.enquiries@fife.gov.uk)

Telephone: 01334 659459

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