



THE DUKE  
OF EDINBURGH'S  
AWARD

# PARENTS HANDBOOK



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## **An Introduction to the Duke of Edinburgh Award**

Welcome to the Duke of Edinburgh (DofE) award at St Paul's School. This handbook has been designed to help you support your child in achieving their award. The handbook focuses on the key aspects of the award, what your child will need to do and the key aspect parents are involved in.

The Duke of Edinburgh Award website - [www.dofe.org](http://www.dofe.org) is a fantastic website which explains everything you need to or would want to know about the scheme. It is highly recommended that you and your child familiarise yourself with it.

Within school there are a number of staff who voluntarily support the award both through expeditions and monitoring the progress of your child through the eDofE portal.

Should you have any queries or issues with the award please contact

Ms Pinel – [spinel@st-pauls.leicester.sch.uk](mailto:spinel@st-pauls.leicester.sch.uk)

### **Why should I do the DofE?**

It is FUN! Looking forward, the DofE can help pupils to carve out a better future. Colleges, universities and employers regard a DofE Award highly so it will help to open the right doors. Over 100 reputable companies endorse the Duke of Edinburgh Award as a mark of a young persons soft skills and have described it as vital in equipping young people with work-ready skills such as team work, resilience, communication a sense of identity and motivation.

### **The Awards**

The Duke of Edinburgh Award has three levels, bronze silver and gold.



It is recommended that pupils start on bronze and progress through to gold, however there can be exceptions.

## How long does it take?

To achieve an Award young people must show persistence, commitment and personal development.

It's not something that can be achieved through a short burst of enthusiasm in one weekend. However, they may fit their DofE activities around their school or work commitments, carrying them out in their own personal time.

They can be done partly as one of a range of options in supported/core time or as part of an after-school or lunchtime programme. They may choose to use something they are already doing as a DofE activity – or go for something completely new. Each progressive level demands more time and commitment from participants. There is no real time limit when it comes to completing a DofE programme.

As long as they are under 25 years old when they complete all their activities in their programme, they're free to work at a pace that they're comfortable with to achieve their Award.

This chart shows the minimum time participants must do their programmes for. Whilst timescales are given in months, participants need to give a regular commitment averaging at least an hour a week during this time.

<b>Bronze (13+ years old – Must be in Y9)</b>			
Volunteering	Physical	Skills	Expedition
3 Months	3 Months	3 Months	Plan, train for and undertake a 2 day, 1 night expedition
All participants must undertake a further 3 months in the Volunteering, Physical or Skills sections.			

<b>Silver (15+ years old – Must be in Y10)</b>			
Volunteering	Physical	Skills	Expedition
6 Months	One section for 6 months and the other section for 3 months.		Plan, train for and undertake a 2 night expedition
Direct entrants must undertake a further 6 months in either the Volunteering or the longer of the Physical or Skills sections.			

<b>Gold 16+ years old</b>				
Volunteering	Physical	Skills	Expedition	Residential
12 Months	One section for 12 months and the other section for 6 months		Plan, train for and undertake a 4 day, 3-night expedition.	residential setting away from home for 5 days and 4 nights.
Direct entrants must undertake a further 6 months in either the Volunteering or the longer of the Physical or Skills sections.				

## **Important Dates**

The DofE award requires pupils to undertake two expeditions at each level. All expeditions at St Paul's are walking expeditions. It is imperative that your child can attend both the training and assessed expedition dates for their award in this academic year. If there is a problem with the dates of the expeditions, please see Ms Pinel as soon as possible. The dates are as follows.

**Qualifying Expedition Friday 28th April – Saturday 29th April 2022 @ Emily's cut campsite, Tilton**

## **Cost**

Bronze package £250

This includes:

- A Welcome Pack
- Participation Place – enrolment fee (book)
- Online eDofE account / training
- Their DofE Card
- A certificate and badge on approval of their Award.
- A 6-hour training session on school site.
- One day training expedition (offsite)
- Two-day Qualifying expedition
- Campsite and assessor fees for expeditions.
- Use of tents, maps, compasses and stoves for expeditions.
- All staff for both the practice and assessment weekend.
- Level 2 first aid course with own 1<sup>st</sup> packs

## **Can I pay in instalments?**

Yes of course you can. We will make it as manageable as possible and provide as much support as we can. The instalments are set out as follows:

£35 deposit to secure your child's place by 10<sup>th</sup> October 2022

£50 by 9<sup>th</sup> December 2022

£100 by 3<sup>rd</sup> February 2023

£65 by 7<sup>th</sup> April 2023

However, should these instalments still prove to be difficult please see Ms Pinel as we do not want money to be a barrier for your child doing the course.

## Training




It is important that all of the training sessions are attended in order to meet the requirements.

<b>Date</b>	<b>Type of session</b>	<b>Venue / Time</b>
October	Introductory meeting with <b>all new participants</b> to introduce them to the Scheme... General talk about what is expected during DofE Look at Skill, Volunteering and Physical options. Set up eDofE accounts and download the app (bring mobile phones with you)	School 1 hour
Nov	Check recordings	Drop in sessions (booking appointments system)
Dec	Set Teams, Map reading (symbols and scales)	School
Jan / Feb	Map Reading & Route Planning Training Expedition 1 Route Planning Expedition 1 Route Planning Menu Planning Rucksack Packing Training Cooking on Trangia Training Countryside Code, Risk Assessments, Expedition Issue Management Expedition Prep, Kit out and Q&A  Training expedition Equipment, Clothing, Rucksack Packing, Camp craft. Accident/Emergency Procedures, First Aid and food ideas. Training on navigation and a walk approx. 10km	Meet afterschool on Tuesdays once a fortnight.
March	First Aid Course	Full day at school
April	Qualifying expedition 14km each day with overnight camps  Review and write up qualifying expedition	28 <sup>th</sup> -29 <sup>th</sup> April Emily cut campsite
May	Check recordings of Volunteering, skills and physical sections	Drop in sessions (booking appointments system)
June / July	Review of Skill, Physical, Volunteering. eDofE Session if required.	School

## DofE app

Participants can use the DofE app to plan activities, get approval from Leaders, record evidence, submit programmes for completion and more. Plus, you can use it to sync important dates to your phone calendar and add your personalised DofE Card to your digital wallet, so you can make the most of your exclusive discounts.



 GOoutdoors.co.uk <b>Extra 10%</b> off the GO Outdoors Discount Card price. Inspiring everyone to get outdoors, for less... and love it as much as we do.	 Blacks.co.uk <b>15%</b> off the current selling price. Includes reduced price items. Proud to be a part of your outdoor life.	 Millets.co.uk <b>15%</b> off the current selling price. Includes reduced price items. The destination for family adventure.	 Ultimateoutdoors.com <b>15%</b> off the current selling price. Includes reduced price items. The number one destination for all things outdoors.	 Tiso.com <b>15%</b> off the retail price. Scotland's leading specialist retailer for outdoor clothing, camping equipment and climbing gear.
<b>Always show your DofE Card or Voucher. You'll get the best savings and help support young people to do their DofE.</b>				



## Kit List

Expedition kit and food will be covered on the pre expedition training day. COG Expeditions provide tents, stoves, maps and tracking devices. You need to provide all personal expedition kit. This doesn't mean that you need to go to great expense; you will be able to borrow kit from friends and family.

For safety reason we insist that all participants have proper walking boots which cover ankle bone and provide sufficient support and grip. It is important that boots fit properly so we would suggest visiting a good outdoor shop for advice.



## **Supporting Your Child**

We are keen for parents to support their child during their time completing their award. Below we have listed several ways that you can help your son/daughter.

1. Help them to arrange their skills / physical / volunteering sections. As well as their expedition section participants must complete a physical, skill and volunteering section. Ideas of activities that pupils could undertake can be found on the DofE website. Although you as a parent cannot assess them in completing an activity you may be able to help them set these up. Pupils can complete the sections in school by attending afterschool clubs and helping out as sports leaders, librarians or tutors for example. Alternatively, pupils can complete activities outside of school at clubs or volunteering in charity shops, primary schools or scouts/brownies.
2. Encourage them to use EDofE or the DofE App. Participants need to upload evidence and record what they are doing towards their section on EDofE. You can support your son or daughter to do this by helping to upload photos and log on to the website.
3. Take them out navigating. Participants need to be reasonably fit to complete the expedition section. Therefore, it is a good idea that pupils go out on walks prior to the expedition so they can undertake the challenge. Participants also need to be competent in using a map, and although time is spent in school preparing them for this, if you can navigate using an ordnance survey map it would help them to have extra practice.
4. Help them to cook. On expedition participants must cook a hot meal for themselves. Having practice at this makes it easier and is a good skill to have.
5. Ideally the volunteering will be 1 hour per week for the allotted number of months rather than days or chunks of time. If pupils wish to do more than one hour per week that is fine however this should be balanced out with their studies and other activities which they participate in.

Many opportunities exist within school some of these are suggested on the supporting your child' page of this booklet, other ideas can be found at the Duke of Edinburgh website.





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# PROGRAMME IDEAS

When completing each section of your DofE, you should develop a programme which is specific and relevant to you. This sheet gives you some ideas of things you could do or could use as a starting point to create a programme of your own. You can find more information at [DofE.org/do](http://DofE.org/do) and there is a range of exciting opportunities to help you complete this section at [DofE.org/finder](http://DofE.org/finder). You can

use the programme planners on the website to plan your activity with the support of your DofE Leader.

**NOTE:** Before you commit to a residential it is important to have approval from your DofE Manager to ensure that it meets all the criteria (see [DofE.org/do](http://DofE.org/do) for the requirements).

## VOLUNTEERING

### Helping people

- Helping children
- Helping children to read in libraries
- Helping in medical services e.g. Hospitals
- Helping older people
- Helping people in need
- Helping people with special needs
- Tutoring
- Young carer
- Youth work

### Community action & raising awareness

- Campaigning
- Cyber safety
- Council representation
- Drug & alcohol education
- Home accident prevention
- Neighbourhood watch
- Peer education
- Personal safety
- Promotion & PR
- Road safety

### Working with the environment or animals

- Animal welfare
- Environment
- Rural conservation
- Preserving waterways
- Working at an animal rescue centre
- Litter picking
- Urban conservation

- Beach and coastline conservation
- Zoo/farm/nature reserve work

### Helping a charity or community organisation

- Administration
- Being a charity intern
- Being a volunteer lifeguard
- Event management
- Fundraising
- Mountain rescue
- Religious education
- Serving a faith community
- Supporting a charity
- Working in a charity shop

### Coaching, teaching and leadership

- Dance leadership
- DofE Leadership
- Group leadership
- Head student
- Leading a voluntary organisation group
- Girls' Venture Corps
- Sea Cadets
- Air Cadets
- Jewish Lads' and Girls' Brigade
- St John Ambulance
- Scout Association
- Air Training Corps
- Army Cadet Force
- Boys' Brigade
- CCF
- Church Lads' & Girls' Brigade

- Girlguiding UK - Girls' Brigade
- Sports leadership
- Music tuition

## PHYSICAL

### Individual sports

- Airsoft
- Archery
- Athletics (any field or track event)
- Biathlon/Triathlon/Pentathlon/Aquathon
- Bowls
- Boxing
- Croquet
- Cross country running
- Cycling - Fencing
- Geocaching
- Golf
- Gymnastics
- Horse riding
- Modern pentathlon
- Motocross
- Orienteering
- Paintballing
- Pétanque
- Roller blading - Roller skating
- Running
- Static trapeze
- Supercross
- Ten pin bowling
- Trampolineing
- Wheelchair fencing - Wrestling

### Water sports

- Canoeing
- Diving
- Dragon Boat Racing
- Free-diving

- Kite surfing
- Kneeboarding
- Rowing & sculling
- Sailing
- Skurfing
- Sub aqua (SCUBA diving & snorkelling)
- Surfing/body boarding
- Swimming
- Synchronised swimming
- Underwater rugby
- Wakeboarding - Windsurfing

### Dance

- Ballet
- Ballroom dancing
- Belly dancing
- Bhangra dancing
- Ceroc
- Contra dance
- Country & Western
- Flamenco
- Folk dancing - Jazz
- Line dancing
- Morris dancing
- Salsa (or other Latin styles) dancing
- Scottish/Welsh/Irish dancing
- Street dancing/breakdancing/hip hop
- Swing
- Tap dancing

### Racquet sports

- Badminton
- Matkot
- Racketball
- Racketlon/Rackets
- Rapid ball
- Real tennis
- Squash
- Table tennis
- Tennis
- Wheelchair tennis

### Fitness -

- Aerobic
- Cheerleading
- Fitness classes
- Gym work
- Medau movement
- Physical achievement
- Pilates
- Pole dancing
- Running/jogging
- Walking
- Weightlifting
- Wii-fit - Yoga

### Extreme sports

- BMX
- Caving & potholing
- Climbing
- Free running (parkour)
- Ice skating
- Mountain biking
- Mountain unicycling
- Parachuting
- Skateboarding
- Skydiving
- Snow sports (skiing, snowboarding, snowkiting)
- Speed skating - Street luge

<b>Martial arts</b>	- Conjuring & magic	- Listening to, analysing & describing music	- Driving: car maintenance/ car road skills	- Movie posters
- Aikido	- Majorettes	- Music appreciation	- Driving: motorcycle maintenance/road skills	- Postcards
- Capoeira	- Puppetry	- Playing a musical instrument	- Event planning	- Reading
- Ju Jitsu	- Singing	- Playing in a band	- First aid – St John/St Andrew/BRCS	- Religious studies
- Judo	- Speech & drama	- Reading & notating music	- Hair & beauty	- Ship recognition
- Karate - Kendo	- Theatre appreciation	- Understanding music in relation to history & culture	- Learning about the emergency services	- Stamp collecting
- Mixed martial arts	- Ventriloquism	Natural world	- Learning about the RNLI (Lifeboats)	<b>Media &amp; communication</b>
- Self-defence	- Yoyo extreme	- Agriculture	- Library & information skills	- Amateur radio
- Sumo	<b>Science &amp; technology</b>	- Conservation	- Life skills	- Blogging
- Tae Kwon Do - Tai Chi	- Aerodynamics	- Forestry	- Massage	- Communicating with people who are visually impaired
<b>Team sports</b>	- Anatomy	- Gardening	- Money management	- Communicating with people who have a hearing impediment
- American football	- App design	- Groundsmanship	- Navigation	- Film & video making
- Baseball	- Astronomy	- Growing carnivorous plants	- Public speaking and debating	- Journalism
- Basketball	- Biology	- Plant growing	- Skills for employment	- Newsletter & magazine production
- Boccia	- Botany	- Snail farming	- Young Enterprise	- Signalling
- Camogie	- Chemistry	- Vegetable growing	<b>Learning &amp; collecting</b>	- Vlogging - Writing
- Cricket - Curling	- Coding/ programming	Games & recreation	- Aeronautics	<b>Creative arts</b>
- Dodge disc	- Ecology	- Cards (i.e. bridge)	- Aircraft recognition	- Basket making
- Dodgeball	- Electronics	- Chess	- Anthropology	- Boat work
- Fives	- Engineering	- Clay target shooting	- Archaeology	- Brass rubbing
- Football	- Entomology	- Coxing	- Astronautics	- Building catapults & trebuchets
- Frame football - Futsal	- IT	- Cycle maintenance	- Astronomy	- Cake decoration
- Gaelic football	- Marine biology	- Darts	- Bird watching	- Camping gear making
- Goalball	- Oceanography	- Dominoes	- Coastal navigation	- Candle-making
- Handball	- Paleontology	- Fishing/fly fishing	- Coins	- Canoe building
- Hockey - Hurling	- Physics	- Flying	- Collections, studies & surveys	- Canvas work
- Ice hockey	- Rocket making	- Gliding	- Comics	- Carnival/festival float construction
- Kabaddi	- Taxonomy	- Go-karting	- Contemporary legends	- Ceramics
- Korfbal	- Weather/meteorology	- Historical reenacting	- Costume study	- Clay modelling
- Lacrosse	- Website design	- Kite construction & flying	- Criminology	- Crocheting
- Netball	- Zoology	- Mah Jongg	- Dowsing & divining	- Cross stitch - DIY
- Octopushing	<b>Care of animals</b>	- Marksmanship	- Fashion	- Dough craft
- Polo	- Agriculture (keeping livestock)	- Model construction & racing	- Forces insignia	- Drawing
- Quidditch	- Aquarium keeping	- Motor sports	- Gemstones	- Dressmaking
- Roller derby	- Beekeeping	- Power boating	- Genealogy	- Egg decorating
- Rogaining	- Caring for reptiles	- Snooker, pool & billiards	- Heraldry	- Embroidery
- Rounders	- Dog training & handling	- Sports appreciation	- History of art	- Enamelling
- Rugby (union/League)	- Horse/donkey/llama/ alpaca handling & care	- Sports leadership	- Language skills	- Fabric printing
- Sitting Volleyball	- Looking after birds (i.e. budgies & canaries)	- Sports officiating	- Military history	- Feng Shui
- Sledge hockey	- Pet care – health/training/ maintenance	- Table games - War games		- Floral decoration
- Sledge ice hockey	- Pigeon breeding & racing	Life skills		- French polishing
- Softball	<b>Music</b>	- Alternative therapies		- Furniture restoration
- Stoolball	- Church bell ringing	- Cookery		- Glass blowing - Glass painting
- Tchoukball - Tug of war	- Composing	- Democracy in action		- Interior design
- Ultimate flying disc	- DJing	- Digital lifestyle		- Jewellery making
- Volleyball	- Evaluating music & musical performances			- Knitting
- Wallyball	- Handbell ringing			- Lace making
- Water polo	- Improvising melodies			- Leatherwork
- Wheelchair basketball				
- Wheelchair rugby				
<b>SKILLS</b>				
<b>Performance arts</b>				
- Ballet appreciation				
- Ceremonial drill				
- Circus skills				

- Lettering & calligraphy
- Macramé
- Marquetry
- Model construction
- Mosaic
- Painting & design
- Patchwork
- Photography
- Pottery
- Quilting
- Rope work
- Rug making
- Snack pipping
- Soft toy making
- Tatting
- Taxidermy
- Textiles
- Weaving and spinning
- Wine/beer making
- Woodwork

#### EXPEDITION

##### On foot

- Studying how insect life differs from woodland to open fields.
- Exploring teamwork by nominating a different leader each day.
- Searching for forms of fungi, recording and sketching them.
- Planning a route and create a signpost selfie guide.
- Considering the impact of tourism on the flora and fauna of the area you are in.
- Drawing all the different star constellations you can see.
- Creating a photo guide to the Countryside Code.

##### By bicycle

- Using a cycle system to undertake a research project on the provisions and quality of cycle paths.
- Producing a nature guide of your route for future visitors.
- Investigating features of the Thames using the Thames cycle path.
- Plan a cycle of remembrance which visits war memorials

- to understand the scale of the losses.
- Creating a video diary of the expedition, recording each team member's experiences.
- Following part of the Gerald of Wales route of 1188 through Pembrokeshire.

##### By boat

- Sailing the Norfolk Broads to explore modern and ancient uses of the area.
- Exploring different team roles needed on a boat and giving everyone an opportunity to do a new one.
- Rowing along a large river recording the types of boats and their uses.
- Planning a significant sea journey under sail to record the effects of coastal erosion.
- Using simple mapping techniques to produce a map of an estuary on the expedition, comparing it with a real map when you return.

##### By canoe or kayak

- Recording the wildlife found on a large inlet or loch.
- Taking a series of photos to come up with a guide to a section of canal systems.
- Making a study of the locks and lochs on the Caledonian Canal.
- Investigating samples of the river bed en route and comparing them with each other.
- Carrying out a canoe trip and create a storyboard (photo/painted/drawn) of your expedition.
- Choosing several points along a river and measure speed of flow, width and depth and comparing the differences along their route, trying to explain why this may be.

##### By wheelchair

- Creating an expedition music play list that reflects the team's experiences.
- Following a disused railway track noting the current use of previous railway buildings.
- Planning and doing a challenging route in the Peak District, making a video diary.
- Preparing a users' guide of a country park or National Trust estate, explaining how it can be used, e.g. fishing, picnicking, conservation.
- Planning a route in a forest to take a series of landscape photographs to use in a calendar.
- Producing an illustrated guide to a stretch of canal. Research the history and then travel along the towpath using the expedition to gather photographs and sketches to illustrate the guide.

##### On horseback

- Exploring bridle paths and create an A-Z of the outdoors from the trip.
- Planning an expedition with sea views, taking photos along the way so that you can paint a picture of your favourite scene when you return.
- Creating a series of team games to play whilst on expedition.
- Going on an expedition through woodland, noting the different types and ages of trees you see.
- Going on a horseriding expedition and writing a

poem on your return to describe your experiences.

#### RESIDENTIAL

Please note: The programme ideas listed below are thinking prompts, we cannot guarantee that these programmes are actively run by providers.)

##### Service to others

- Being a leader at a UK- based holiday camp for disadvantaged young people.
  - Undertaking a voluntary teaching placement overseas.
  - Being part of a service crew at a large summer camp for Brownies.
  - Volunteering on a YHA residential summer camp.
  - Volunteering at a residential summer school.
  - Being an assistant to support an eco-friendly waste project at an outdoor education centre
- Helping out on a pilgrimage.

##### Environment and conservation

- Joining a tree planting project with your local environment trust.
- Attending a conference on climate change as a youth representative
- Helping the preservation team of a railway or canal - Studying coral bleaching in Australia.
- Joining a National Trust working holiday and join different conservation

projects in various locations across the UK. - Taking part in a Field Studies course learning about biodiversity and conservation.

##### Learning

- Undertaking a cookery course.
- Doing a photography course and exhibiting your work.
- Taking part in a bushcraft residential.
- Spending time on a narrowboat and training towards becoming a skipper.
- Taking part in a field studies course.
- Learning to write and produce music and putting on a show.
- Taking part in an astronomy course, learning about constellations, black holes and solar systems.
- Taking part in a week-long Gaelic or Welsh language and culture course.

##### Activity based

- Taking part in a sport based residential developing your basketball skills.
- Taking part in multi-faith residential, studying different religions.
- Joining an ACF activity week with members of different detachments you don't know.
- Learning to snowboard on an intensive course in Scotland.
- Joining an historical reenactment society.

