



06 October 2021

Dear Parent/Guardian

Duke of Edinburgh's Award Enrolment – Bronze Award (Year 9)

We are pleased to be able to offer all Year 9 students the opportunity to enrol onto the Bronze Duke of Edinburgh's Award.

Under normal circumstances, the DofE award would be launched via an assembly to students and a parent's information evening. Due to current circumstances, we are launching this remotely, all information and presentations can be found on the school website:

<https://www.stjohns.excalibur.org.uk/life-at-st-johns/duke-of-edinburgh/>

Please watch the videos to familiarise yourself with the award and the different sections involved.

The Bronze expedition section has three elements; a training day, a practice expedition, and an assessment expedition, which are all compulsory parts of the programme. The planned dates for these are listed below – please make a note of these as students will be required to attend all 3.

Transport to and from the expedition areas unfortunately cannot be provided by St John's or BXM Expeditions. The expeditions will take place locally to the school, (no more than 30 minutes away) and for this reason, parents are asked to drop off and collect participants from the expeditions. We would encourage everyone to lift share; the exact details of where and when to drop off/collect will be confirmed nearer the time.

Training day (at St John's)	Saturday 12th March 2022
Practice Expedition	Saturday 7th – Sunday 8th May 2022
Assessment expedition	Saturday 25th – Sunday 26th June 2022

If your son/daughter wishes to enrol please access the electronic registration form using the link: <https://forms.office.com/r/bZNR2BvX6Z> which needs to be completed and submitted with an initial deposit of £50.00 Payment should be made online through ParentPay.

Please note that the deposit covers registration and admin fees and is non-refundable.

The total cost to participate in the Bronze Award at St John's is £201.00

Registration fee	£23.00
Administration fee	£18.00
Training & Expedition fees	<u>£160.00</u> (1 training day, 2 x 2-day camping expeditions)
Total cost of Award	<u>£201.00</u>

Deposit	£50.00	to be paid by Monday 1st Nov 2021
Instalment 2	£50.00	to be paid by Tuesday 1st March 2022
Instalment 3	£101.00	to be paid by Monday 2nd May 2022



Payment should be made online through ParentPay, Payment can still be made by cheque with the completed enrolment form sent under separate cover. For security purposes we request that you do not make payments in cash, the Academy cannot be held responsible for the non-receipt of cash payments from students. *If you have mislaid your log in details please contact Mrs Pauline Marshall-Thomas via email PMarshall-Thomas@stjohns.excalibur.org.uk*

In case of financial hardship, support is available from the Opportunities Fund and a letter to The Principal will be dealt with confidentially and sympathetically. If applying for support, please apply regarding the total cost (to include enrolment and admin fees) as only one award will be made for the full course.

If, for any reason, the Duke of Edinburgh expeditions cannot go ahead next Spring, we will offer alternative dates and solutions to enable students to achieve their awards. Please be aware that once payment has been made, this is non-refundable unless the Department for Education advises the school to cancel an expedition. All updates are sent out to parents and are added to the DofE page on the school website: <https://www.stjohns.excalibur.org.uk/life-at-st-johns/duke-of-edinburgh/>

Once applications have been processed, students will be issued with a DofE Welcome Pack and login details for the eDofE system – this is an online portal where students inform us of their chosen activities, record their progress and are able to add evidence and assessor reports for verification.

Please do not hesitate to contact me if you have any questions.

Mr C Anderson

Deputy DofE Manager

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