

12 October 2023

Dear Parent/Carer

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.

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. Due to our predicted numbers as well as ensuring the best outcomes and safety of all pupils, we will be splitting this year's Bronze award into two cohorts with separate expedition dates. These will be communicated to parents after the final enrolment date (see below). The planned dates for these are listed below – please make a note of these as students will be required to attend the training day, practice and assessed expeditions.

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.

Cohort A

Training day (at St John's)	Saturday 3 rd February 2024
Practice Expedition	Saturday 9 th – Sunday 10 th March 2024
Assessment Expedition	Saturday 1 st – Sunday 2 nd June 2024

Cohort B

Training day (at St John's)	Saturday 3 rd February 2024
Practice Expedition	Saturday 16 th – Sunday 17 th March 2024
Assessment Expedition	Saturday 5 th – Sunday 6 th July 2024

Please use the QR code below to generate an application and send an initial deposit of £50.00. **Please note that this deposit covers registration and admin fees and is non-refundable.**

The total cost to participate in the Bronze Award at St John's is **£228.00**

The Final Date for enrolment is **Thursday 30th November 2023** Please note that we will be unable to process applications after this date.

Registration fee	£24.00
Administration fee	£19.00
Training & Expedition fees	<u>£185.00</u> (1 training day, 2 x 2-day camping expeditions)
Total cost of Award	<u>£228.00</u>

Deposit	£50.00	to be paid by Monday 4th December 2023
Instalment 2	£50.00	to be paid by Friday 1st March 2024
Instalment 3	£128.00	to be paid by Wednesday 1st May 2024

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.

Please use the QR code to complete your online application form:



Failure to complete payments may result in the removal of participants from the final Assessment Expedition.

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 in early December, 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

DoFE Manager

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