

May 2018

Ref: smk/csn/typing/doe17-18/bronzequalifyingJuneJuly18

Dear Parent

**Bronze Duke of Edinburgh Award
Details of Qualifying Expeditions July 2018**

Bronze A Saturday, 9 to Sunday, 10 June 2018
Bronze B Saturday, 30 June to Sunday, 1 July 2018
Bronze C Monday, 9 July to Tuesday 10 July 2018



Students should meet at school for 8.30am on their starting day and be prepared for a two day expedition. We will be travelling by coach or minibus and we plan to be back at school at around 5.30pm on their day of return. Your child will contact you as we start the return journey with a more accurate time.

They will have prepared group equipment but will need to bring their personal equipment and agreed meals with them as well. Everything should be in plastic bags to ensure it remains dry. A list of the required equipment is on the Duke of Edinburgh website.

All groups will start near to Yard Moss in Upper Teesdale and walk to Low Way farm campsite on the first day. On the second day they will continue along Teesdale to finish their walk in Romaldkirk. For more details please see the route maps, which will be put onto the school website prior to the expedition.

During the expedition students are only allowed to use their phones to take photographs and in case of emergency. They will be asked to make sure that at least one phone per group is kept fully charged and sealed into a plastic bag alongside emergency contact numbers. If you need to contact your child for any reason during the expedition you can telephone a member of staff on:

07500 602509 (Expedition A only)
07486 928088 (Expeditions B and C only)

Alternatively, should this number be unavailable, you can contact a senior member of staff on
Tel: 07770 725937

If your contact details for the time that your child is on the expedition are different to those given on the consent forms which you completed earlier this year then please let us know.

These expeditions will be assessed by a qualified D of E assessor. This process starts with planning the expedition. All group members need to be part of this and should attend all of the planning sessions for their expedition. Dates for these will be issued to the students in school.

Issue of Medication

Medication (including pain killers), which your child brings with them, must be clearly labeled with their name and dosage and handed into the group leader. Under normal circumstances your child would then need to request these as required and self-administer. However, it may be considered safe and practical for your child to hold small supplies of some medication (such as creams and nasal sprays) themselves. If so, this must be discussed and agreed with the group leader in advance. Please note that any emergency medication (such as inhalers, epi-pens, insulin etc.) must be brought to the attention of the group leader. However, the young person would normally hold and take responsibility for these themselves for immediate use when required.

In all instances we will only allow a child to attend a trip if, where relevant, there are two epi-pens/inhalers. One is carried by your child and a second emergency epi-pen/salbutamol inhaler, which we hold in our Student Services Centre, will be taken by the group leader. We ask parents to ensure that your child carries their epi-pen/inhaler at all times. Epi-pens held in school should be replaced, as necessary, by parents.

In exceptional circumstances parents can make special requests for school personnel to administer medication. On such occasions parents need to make a request in writing, to the group leader, well in advance of the trip departure date. Approval from the group leader and Head of School will be required. When reasonably practical to do so, and on the voluntary agreement of the staff concerned, special arrangements will be made.

We use the information we hold on our school's Management Information System (CMIS), including medical information and emergency contact details, for your child when they participate in any Educational Trip or Visit. It is of paramount importance that all information held on the school's Management Information System is up to date; therefore if any details for your child has changed it is imperative that you contact our Data Officer immediately. It is essential that when conducting trips all the information held for your child is current.

All off-site educational activities are automatically covered by the school insurance. This cover is provided by Zurich Municipal. A copy of the full policy is available on request.

Should you require any further information, please do not hesitate to contact either myself or Mrs Sproat on Tel: 016977 45700.

Yours sincerely



Mrs Claire Neilson
Duke of Edinburgh Award Co-Ordinator