

Duke of Edinburgh's Award Trips 2018

February 2018

Dear Parent

This letter contains detailed information about arrangements for all the Bronze Duke of Edinburgh's Award trips for this coming season.

I would be grateful if you could complete and return the permission slip to Pupil Services by **Friday 2nd February**.

I would like to draw your attention to the fact that travel arrangements are by your own organisation for each trip. It is very important that candidates arrive on time for each event and that pick-up arrangements are understood please.

Event 1 – Saturday 24th February – Recreation Ground, Winterslow.

Event Orienteering and Bases Competition.

Please note collection time is only an estimate as team's navigational accuracy and walking speed may vary.

Teams	Start	Finish		Teams	Start	Finish
Ants	09:00	13:00 approx		Eagles	09:40	13:40 approx
Badgers	09:00	13:00 approx		Foxes	09:40	13:40 approx
Cats	09:20	13:20 approx		Geese	10:00	14:00 approx
Deer	09:20	13:20 approx		Hedgehogs	10:00	14:00 approx
				Insects	10.20	14.20 approx

Pick-up/Drop-off point:

Winterslow Recreation Ground, opposite Winterslow Primary school
SP5 1RD (Postcode for SAT NAV)

Equipment – all pupils should:

- bring a day sack with packed lunch, drink and waterproofs
- wear walking boots and bring clean trainers and a plastic bag to carry their dirty boots in on the return journey.
- wear appropriate clothing for the weather conditions assuming they will be outside during the entire event. Pupils must **not wear jeans** as these are not suitable for walking in.

Event 2 – Saturday 17th March – Test Valley School – Room 1

Event - Expedition Portfolio & Training.

Teams	Start	Cooked meal	Finish		Teams	Start	Cooked meal	Finish
Ants	08:00	11:00	12:30		Eagles	10:00	13:00	14:30
Badgers	08:30	11:30	13:00		Foxes	10:30	13:30	15:00
Cats	09:00	12:00	13:30		Geese	11:00	14:00	15:30
Deer	09:30	12:30	14:00		Hedgehogs	11:30	14:30	16:00
					Insects	12.00	15.00	16.30

Equipment

All food is provided. Teams will cook a meal and eat it as part of the training.

Casual clothing may be worn

Pick-up/Drop-off point: Test Valley School - all teams start in Room 1 please.

Event 3	5/6 May	Cadman's Pool - New Forest - SO43 7HL (close)
<p>Event: Practice Expedition</p> <p>Pick-up/ Drop off Point:</p> <p>- Cadman's Pool Car Park, New Forest</p> <p>Times: 11:00 Sat. until 16:00 Sun. Collection times will vary!</p> <p>Directions: Please see map provided.</p>		<p>Transport;</p> <p>Transport is not provided for this trip. Please arrange for your child to be dropped off and collected.</p> <p>Equipment;</p> <p>An extensive list has been attached. It is important that all items listed are provided for the expeditions.</p>

Event 4	26/27 May	New Forest. (various starting locations)
Event:	Assessed Expedition.	Transport
Pick-up/ Drop-off:	Each team will start and finish in a different location.	Transport is not provided for this trip. Please arrange for your child to be dropped off and collected. Please note most teams will have a separate drop-off and pick-up point.
Times:	Approximate times are: 11:00 Sat. until 16:00 Sun Pickup times will vary!	Equipment
Directions:	To follow with times.	An extensive list has been attached. It is important that all items listed are provided for the expeditions.

Further Details

A copy of this letter is available on Moodle, under Extra-Curricular, Duke of Edinburgh. I will endeavour to continue to update Moodle with relevant information regarding DofE as and when it becomes available throughout the course of this academic year. Please note it is essential that candidates take part in all the training in order that they may take part in the Assessed Expedition to enable them to complete this section of the Award.

Supervision – Pupils will be trained by adults with a minimum of ‘Duke of Edinburgh’s Bronze Trainer’ qualification on a ratio of between 1:4 and 1:7 when in the New Forest.

Staff attending these trips will include:- Mrs Briggs, Mrs Osborne, Miss Townsend, Miss Hibbert, Mr Allen, Mrs Allen, Mr Voce, Mrs Moutt, Mr Maber (volunteer), and myself.

Costs – Costs, which have already been paid, include camp fees, activity charges, sundry items to support training activities, Assessor fees, emergency transport vehicle hire charge and equipment wear and tear. (All staff are unpaid volunteers).

Programme & Activities

The training day provides an opportunity to plan routes for the Assessed Expedition and other portfolio requirements in preparation for each team’s assessor to view prior to the Assessment itself.

Prior to the Practice Expedition there will be a kit issue and an extensive ‘full’ kit check in school, requiring the kit to be verified and weighed.

The Practice Expedition is a two-day experience which will run as similarly to the Assessed Expedition as possible. Teams will be dropped at a point in the forest and walk (carrying all their kit on their backs) to the campsite 12km – 17km. Teams will walk without direct supervision as soon as their trainer feels confident that they are able to do so. At the camp site teams will erect their tents, cook their own food (main meal & breakfast) and eat it! Teams will pack-up their camp the following morning and carry all their kit and navigate another 12km– 17km where they will be collected and taken home.

During the Assessed Expedition teams should know exactly what to expect as the weekend will run similarly to the practice expedition with the exception of an Assessor checking them at various stages and the route being unfamiliar (in a different part of the New Forest to which they have been trained).

* Please note pupils are not able to take part in the Assessed Expedition unless they have completed all the training.

If you should need to contact me during these activities for any reason, the number you can contact me on is 07842 116814.

May I remind you that we look to celebrate the expedition experience with a team presentation to parents on **Tuesday 5th June** from 18.00 to 18.45pm.

May I also bring to your attention that in order to complete the award pupils must upload their plans, information, images and comments as soon as possible as we expect pupils to be fully committed to completing their award. Help with this can be found on Moodle in the 'Extra-Curricular' section within 'Duke of Edinburgh's Award' (a document entitled 'Getting Started with the eDofE').

If there is anything else you would like to know please do not hesitate to contact me.

Yours sincerely



Mr S Langdown

(DofE Coordinator)

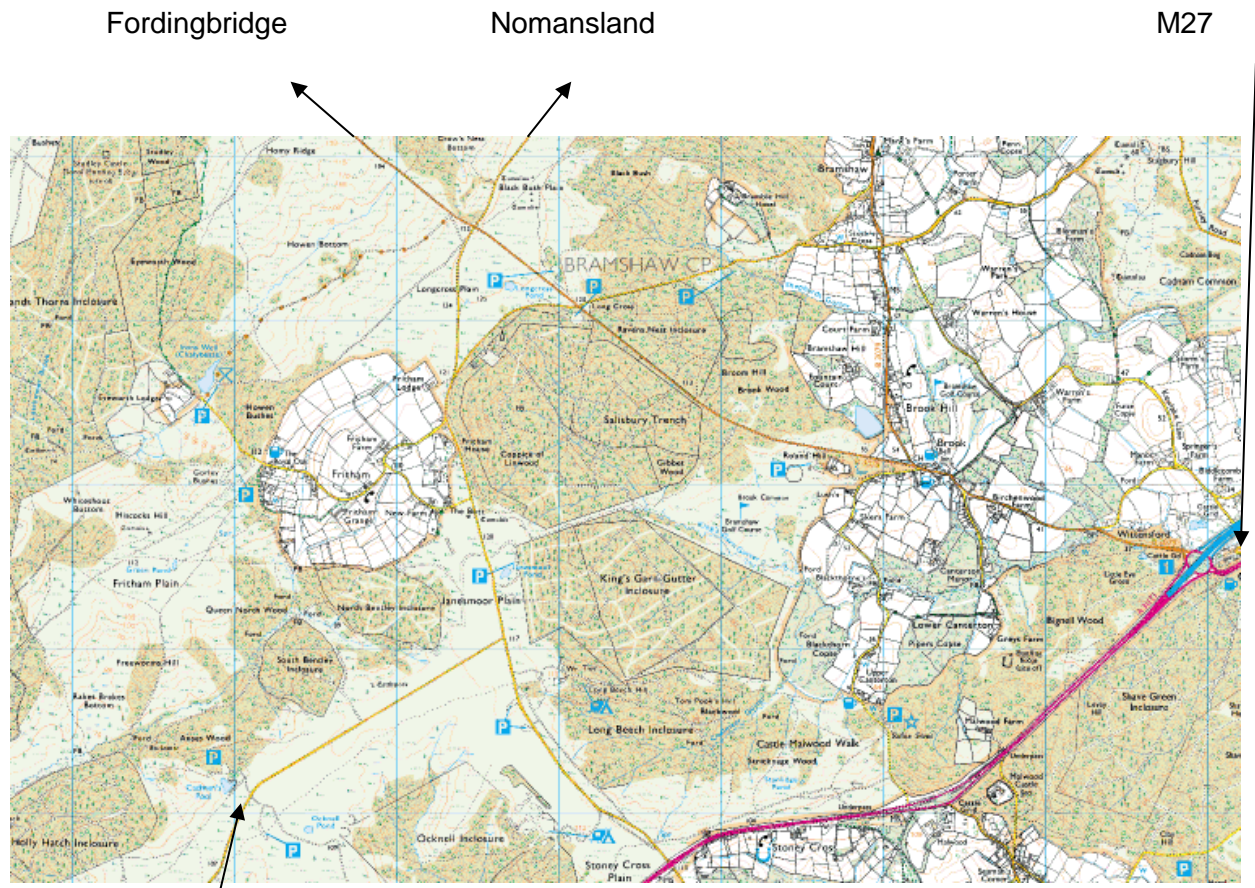
EVENT 3

Location of Pick-up / Drop-off point

Cadman's Pool

Please note; it is not possible to exit the A31 West bound to Stoney Cross as it is a dual carriageway.

Sat nav. coordinates 50°54'29" N 01°40'22" W
Ordnance survey coordinates SU 232 122



Cadman's Pool (SO43)

Drop-off - 11 a.m. Saturday.

Pick-up - approximately 3pm - 4p.m. Sunday.

Equipment List for EVENTS 3 & 4

This page is provided to help you with forward planning and to enable you to spread the cost of any necessary purchase should you wish to. The portfolio training day will be used to plan the finer details of who will carry what and how.

Personal Kit

Walking Boots + spare lightweight shoes for campsite	
Thick Socks	
Waterproofs	
Complete change of clothing	
Sleeping bag	
Roll Mat	
Torch + spare bulb and batteries	
Pad & pencil	
Sun cream (weather dependant)	
Mosquito cream	
White T shirt (to reflect the sun if it is very hot)	
Eating equipment (knife, fork, plate, cup etc)	
Food from menu planner, packed lunches	
Energy food for the journey	
1 litre of drink	
Warm jumper & fleece	
Stranded ration pack (must not be eaten)	
Personal first aid kit – plasters, pain killers + personal medication	
Snack food for late evening	
Sun hat or warm hat & gloves (weather dependent)	

Team Equipment (team members to share)

Tea Towel	
Matches	
Dish Cloth	
Washing up Liquid	
Rubbish Bag	
Brillo & Scourer	
Whistle	

Team Equipment (supplied by the school)

Tent Inner	
Tent Outer	
Tent Pegs & Poles	
Trangia	
Gas	
First Aid Kit	
Survival Bag	
Map & Compass	
Maps & Route Cards	

Main meal food must be food which can be cooked on a Trangia. We strongly recommend lightweight & boil in the bag foods which provide a substantial meal. (Pot noodles/meals are not acceptable please).

Electronic equipment is not within the ethos of DofE and therefore should not be brought on the expeditions. Mobile phones are an exception for emergency purposes but must be switched off if carried on the assessed venture. Many Assessors forbid their use during the assessed expedition.

TEST VALLEY SCHOOL
DETAILED CODE OF CONDUCT FOR SCHOOL TRIPS
(RESIDENTIAL VISITS)

1) General:

Irrespective of the destination or duration of the visit, pupils will not only be representing The Test Valley School but also Hampshire and Great Britain It will therefore be expected that pupils will behave in an exemplary fashion at all times, as the whole party will be judged by the actions of individuals.

This document has been prepared in such a way as to cover all types of activity held outside of the school and therefore by its very nature, not all sections below may apply to the activity in question. Further, other unexpected situations may arise that are not covered in the text of this document and it is therefore stressed that any decisions taken by the Party Leader in respect of pupil behaviour, will be final and binding.

2) Behavioural Requirements and Responsibilities:

- Instructions given by teachers and any support staff must be obeyed without delay, at all times.
- Punctuality is essential – watches/phones must be checked regularly and all meeting times adhered to.
- Pupils may not go anywhere alone. The minimum requirement is that unsupervised pupils must be in a group of three and an adult must always know in advance where the group will be.
- Personal music players may be used with headphones only with staff permission and the volume level must be kept low so as not to disturb others.
- The property of others must be respected at all times.
- Coaches/minibuses are at all times to be kept tidy, free of litter, chewing gum and other substances which may cause damage.
- The instructions and requirements of the Coach Company and its Driver are to be respected, likewise that of any other transport operator. Seatbelts are to be worn at all times.
- No pupil may leave any site unless accompanied by an appropriate adult.
- Hotels or other residential properties must be kept tidy, free of litter, chewing gum and other substances which may cause damage.
- Pupils are to respect the needs of other visitors.
- Bedrooms are out of bounds to members of the opposite sex at all times. No exceptions to this will be tolerated.
- Bedtimes will be strictly adhered to with no noise after lights out.
- All voluntary damage is to be reported to a member of staff immediately.
- Pupils to be aware of the needs of other pupils, and to be supportive of each other.
- Pupils may not purchase or otherwise have in their possession fireworks (bangers), flick-knives, laser pens, bb guns, lighters, matches, inappropriate literature or any other such item.

- Pupils may not smoke or otherwise have in their possession any tobacco product, consume or possess any kind of alcoholic drink, or use or have in their possession any kind of illegal substance.
- Misuse of any kind of chemical substance, whether legal or not is not permitted. In the case of medication, permission will be granted by prearrangement.
- Any pupil whose behaviour is considered not acceptable, prior to the trip, can be withdrawn at the discretion of the school.

3) Sanctions:

Any pupil who is found or considered to have broken any of these rules or who has behaved in any other unacceptable manner will be subject to one or more of the following sanctions:

- i) Loss of privilege for a period of time during the trip.
- ii) Isolation/ close supervision for a period of time during the trip.
- iii) Isolation from other pupils for the duration of the trip.
- iv) Immediate repatriation.
- v) Temporary or permanent ban from future school visits, including educational visits.

4) Agreement:

Parents should be fully aware that when signing the attached form of agreement, which will in all cases be binding on them, any cost/s for any damage caused by their child and borne on their behalf by Test Valley School, shall be reclaimed in full from them by Test Valley School immediately the trip or visit ends.

Furthermore, should any pupil be considered to have misbehaved sufficiently, that in the view of the Party Leader, the only suitable punishment is immediate repatriation, the cost/s of such repatriation shall be borne entirely by the Parent/s concerned. For the avoidance of doubt in this matter, if the Party Leader requires that a pupil or pupils return home immediately, the respective parents must undertake immediately and without question to either make the necessary arrangements to collect their child, or in the case of foreign visits, the Test Valley School will make arrangements to fly the child to a suitable UK airport, from where the Parent/s must collect their child. In all such cases the pupil or pupils will be handed over to airport authorities for onward transportation to the UK, where airport authorities will hold the child until collection.

REPLY SLIP

Duke of Edinburgh's Award Trips - Please return to Pupil Services

I give permission for my son/daughter _____ T/G _____

to take part in the Duke of Edinburgh's Award Trips as described in the letter dated February 2018.

If your child's medical details or your contact data have changed since you have signed the annual medical form please can you provide the relevant details below.

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**TEST VALLEY SCHOOL
DETAILED CODE OF CONDUCT FOR SCHOOL TRIPS
(RESIDENTIAL VISITS)**

Signature/s of Understanding

I/We have read and fully understand the contents of the Code of Conduct Document and agree to be fully bound by the terms and conditions laid down.

Name of the tripDUKE OF EDINBURGH'S AWARD.....

Name of pupil..... Tutor Group.....

Pupil signature..... Date.....

Parent signature..... Date.....