

18th January 2022

Dear Parent/Carer,

Silver Duke of Edinburgh Award 2022

We are delighted to welcome and enrol your son / daughter onto the Silver Duke of Edinburgh's Award (DofE). Within this letter you will find a breakdown of how the Silver award works, and the next steps in terms of enrolment and payment.

How it works

There are three levels to the Award – Silver, Silver and Gold. To achieve their **Silver Award**, students will need to complete four sections – **Volunteering, Physical, Skills** and the Expedition. Students can choose what they would like to do for the first three sections, and we will provide all the guidance and support they need, each of these sections lasts 6 months. The Expedition involves spending three days and two nights in the countryside. We provide comprehensive training beforehand to ensure everyone is fully prepared and has the best possible experience. Further information can be accessed by the information leaflet links below.

[DofE-Parents_Leaflet-SILVER-ENGLISH.pdf](#)
[Programme-Leaflet-SILVER-ENGLISH \(1\).pdf](#)

Expedition Dates

Training Expedition will be on the **20th May – 22nd May 2022**

Assessed Expedition will be on the **8th July – 10th July 2022**.

Payment Schedule

The cost for the Silver award is £340 per student – the payment will be split across three deadlines from January to June. All payments must be paid via ParentPay. A reminder of your child's unique ParentPay activation code can be obtained by emailing finance@alsagerschool.org (please state your child's name and form). Card payments can be made by telephone 01270 871100 extn 240.

Payment	Deadline	Amount	Running Total
1) Welcome Pack	Friday 28th January 2022	£31	£31
2) Training Expedition	Friday 11th February 2022	£150	£181
3) Assessed Expedition	Friday 10th June 2022	£159	£340

Families currently entitled to Free School Meals: Support will be available to those families currently in receipt of Free School Meals. Please contact me via email b.brittain@alsagerschool.org for further information.

Enrolment & Next Steps

To sign your son / daughter up to the DofE Silver award, **please make the initial Welcome Pack payment via ParentPay and complete and sign the attached Participant Enrolment Form and return to Miss Brittain by 28th January 2022.**



In the event of an emergency on a trip out of school, we will access the details from Insight. Please take a moment to check that both your details and the medical information for your child are correct, this can be done via the Parent Portal link on the school website: <https://www.alsagerschool.org/parents/parent-portal/> If they need updating, you can amend them in Insight from the general tab and then personal details. Alternatively, please email admin@alsagerschool.org with any changes.

By ticking the Consent Box on ParentPay, you are agreeing to the following: -

I have paid the Initial payment of £31 via Parent Pay for the Welcome Pack.

I will make the next 2 payments by the deadlines as detailed in the payment schedule.

I confirm that my personal details and child's medical information on Insight are correct and up to date. If any details change before the expeditions, it is my responsibility to notify Alsager School & the DofE coordinator beforehand.

Consent:

- I agree to my son / daughter taking part in the above-mentioned visit and having read the information sheet, agree to his / her participation in the activities described.
- I acknowledge the need for responsible behaviour on his/her part.
- I agree to my son / daughter receiving emergency medical treatment, including anaesthetic, as considered necessary by the medical authorities present.
- I understand the school has taken out insurance cover on each child participating on the trip.

Refund and Payment Liability Information

Please understand that your child's place is subject to good behaviour over the forthcoming year and they will be required to adhere to the schools BfL policy. The school's management reserves the right to withdraw students from activities for disciplinary reasons and, in these circumstances, no refund will be given.

Should you choose to withdraw your child from their Dof E Award, no refund will be available for the Welcome Pack and you will be liable to continue making payments as per the payment schedule on page 1 of this letter and any cancellation fees incurred.

Due to the nature of the DofE Award, your child's place cannot be taken up by another student.

Students must complete and pay for both the Training and Assessed Expeditions, alongside the 3 other sections to complete their DofE award and receive their DofE certificate.

Thank you for your support. We hope that your son / daughter will enjoy the Duke of Edinburgh Award. If you have any queries or require any additional information, please do not hesitate to contact me on 01270 871100, or via email b.brittain@alsagerschool.org

Yours faithfully,

Miss Brittain

DofE Co-ordinator

b.brittain@alsagerschool.org

01270 271100