



Dear Parent

More House offers boys in Year 9 and above the opportunity to achieve the Duke of Edinburgh's Bronze Award.

Below is information on what completing the award would entail. If you still have questions please do not hesitate to visit the [DofE Website](#), watch the [Welcome to DofE video](#) or email [Mr Webb](#).

Sections

The D of E Award scheme covers four sections: Volunteering, Physical, Skills, and Expedition.

Timescales

It takes at least 6 months to complete the bronze programme.

Volunteering	3 months
Physical	3 months
Skills	3 months
Expedition	2 days/1 night (plus a one-day practice walk before expedition)

To take part in the expedition, your son must have passed and have an assessor's report added to their individual online DofE account for the three other sections.

Boys must also spend an extra three months on one of the Volunteering, Physical or Skills sections. Boys can choose which section to focus on and although they can swap sections it is beneficial to decide prior to commencing the award which section your son will focus on. Knowing how long they are going to do it for will help them choose their activity and set goals for each section.

MORE HOUSE SCHOOL

Moons Hill, Frensham, Farnham, Surrey, GU10 3AP

T: 01252 792 303 E: schooloffice@morehouseschool.co.uk W: www.morehouseschool.co.uk

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Costs

MHS DofE Bronze Award costs £38.50 which is due by 19/05/2023

An additional £80 to £100 is due before the expedition September/October 2023

All payments can be made directly on the [school website](#) quoting DofE Bronze and your son's surname.

The cost of the award covers the following:

- DofE registration (completed when payment received)
- Food needed for the expedition
- Cooking fuel
- First aid course (if you pick it as your skill)
- Transport on expedition
- Campsite fee
- Assessor Fees
- Use of school group kit e.g. tents and stoves
- Transport

Key Dates

To achieve the DofE Bronze Award your son must attend and complete both the practice and qualifying expedition.

Practice Day Walk	September
Qualifying Expedition	September or October

Additional Dates

Seven compulsory training sessions will take place from 4.30pm to 5.30pm one day a week in the coming academic year.

Sessions will cover the following:

- 1) Induction to DofE (please make sure your son has downloaded the e-dofe app on to his phone or tablet).
- 2) Ground rules, Expedition, and e-dofe.
- 3) Expedition kit.
- 4) Weather, menu, stoves, cooking.
- 5) Navigation.
- 6) Refresher training and rucksack packing.
- 7) Route cards

Enrolment & e-dofe

[e-dofe](#) is an online system and app that helps manage your son's DofE award. It also enables the leader to check your son's progress.

The award cannot be completed unless evidence has been submitted for each of the sections using e-dofe

To sign up to the MHS DofE Bronze award please [complete this form](#) by 19/05/2023

Once the form has been submitted, your son will be sent a username and password to log onto e-dofe. Once logged in, they will be sent a welcome pack by the DofE award in the post.

Welcome packs

These contain helpful information about doing the Award, but they also contain the assessor report pages, which must be signed once a section has been completed.

Username: This will be your son's first name and surname in capitals with no space. If another participant already has enrolled with the same name, you will also be given a number to include.

Example John Smith = JOHNSMITH12

Password: Initially this will be your son's date of birth = DDMMYYYY. They will be able to change this when they first log on. Your Leader will not know your new password so you must choose a memorable one. If your son does forget they will need to follow the forgotten password link.

[e-dofe sign in link](#)

[e-dofe user guide](#)

Sections Guidance & Getting Stared!

- Four sections need completing – Volunteering, Skills, Physical and Expedition.
- All activities must be completed as extra – curricular, not as part of a lesson. The only exception is one to one music lessons.
- One activity for six months, two activities for three months. Your son can choose which activity to complete for each timescale. They can do all the activities at the same time or spread them out over the year. They should aim to complete all the sections before breaking up for the summer holidays.
- 1 hour/week on each activity. Your son must continue for the timescale stated e.g. they cannot attend four times a week for only a month, as the Award is looking for sustained commitment. If they miss a week, they will need to add on an extra couple of weeks.
- Get them to set a goal for each activity to show what they want to achieve by taking part. Be specific eg 'to be able to swim 20 lengths in 15 minutes' is specific, whereas 'to be able to swim better' is too vague.

- Choose an assessor who can validate that they have taken part regularly and who has enough knowledge of the activity so they can record the progress they have made. [The assessor must be independent so NOT a family member or friend](#). Joining a club help can because it should be the same person each week.
- Use the attendance record pages. Your son should record their attendance each week. This will need to be kept as evidence that they have completed the activity within the timescale required. For more sheets please [click here](#).
- Record on e-dofe progress and assessor reports.
- Completion of an activity. Your son's assessor should write in the welcome pack assessor report page or send them this link (<https://edofe.org/Assessor>) with your son's participant's ID number. Other evidence can also be uploaded such as photos, certificates etc.

Section – Choosing an activity

Volunteering is simple. It is about choosing to give time to help people, the community or society, the environment, or animals. It is giving time doing something useful without getting paid (apart from expenses).

Volunteering must not be done for a business but can be undertaken for a charity or not-for-profit organisation. Where volunteering is in support of surplus generating work, for example a charity shop, then some Local Authorities may require a work permit. The charity your son is volunteering with should be aware of this and support him as required.

You can also volunteer in a team, which might be an easier way to find an activity if you can identify a local need you can help with.

Physical activity - in short, anything that requires a sustained level of energy and physical activity. For example, playing a sport regularly and showing personal improvement would count. However, learning to be a coach in the same sport would be a Skills section activity, whilst being a volunteer coach counts for the Volunteering section.

Skills activity – This needs to be an activity that will allow your son to prove he has broadened his understanding and increased his expertise in his chosen skill. It should not be a physical activity, for example horse riding, as this counts towards the Physical section, however, he could choose to learn about caring for horses.

[Ideas for activities](#)

[Programme Planning](#) Completing these forms can help your son and your DofE leader

Completing a section once you have completed, they section ask your assessor to complete report confirming this. The assessor reports **will be in your son's** Welcome Pack, but they can also be completed electronically.

Assessor Guidance

Dear Assessor

Thank you for your support with my Duke of Edinburgh's Award.

It would be much appreciated if you could complete the assessor report as evidence that I have completed this section to the required standard.

Please include in your report the following information

- How long I have taken part in the activity (the requirement is 1 hour/week for either 3 or 6 months)
- What I have learned and how I have progressed since starting the activity

The preferred way to complete this is by using [this link](#).

My participant's ID number is _____

Many thanks for all your help