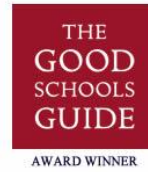




Headteacher: Mr J Grant
Sackville School, Lewes Road, East Grinstead,
West Sussex RH19 3TY
Tel: 01342 410140 Fax: 01342 315544
Email: secretary@sackvilleschool.org.uk
www.sackville.w-sussex.sch.uk



March 2020

Dear Parent/Carer

Bronze Duke of Edinburgh Award Scheme

We are delighted to confirm that your child has successfully applied to take part in the Bronze Duke of Edinburgh Award Scheme, which is offered to students in year 10.

We feel that completing the award will be beneficial to your child not only during their time at Sackville, but will also stand them in good stead for life once they leave school. The award is designed to be progressive, fun, challenging, and to offer young people opportunities they may not otherwise experience.

We ask that you please read all the information below relating to the programme as organised by the school.

As previously advised, the overall cost of entering the Duke of Edinburgh award is currently £65.00, which you may pay via the online payment system. Alternatively a cheque, made payable to Sackville School, may be sent in with the completed slip attached to Mrs Doran by **Friday 13th March**.

Please remember that if your child is eligible for the Pupil Premium government grant we can use that to pay for some of the cost. Should you wish us to do so please liaise with Hannah Nibloe at hnibloe@sackvilleschool.org.uk.

During the next week the applications completed by the successful students such as your child will be sent to the D of E offices for registration to provide your child with their unique D of E number and online access. This will not be possible if payment has not been received by the date above. Please contact us at adoran@sackvilleschool.org.uk if you are concerned about making this deadline or about financing the award, as many of the items needed for the expedition could be borrowed from the school.

There are 3 forms attached to this letter which must be completed and returned to Ms Doran, again by **Friday 13th March**. These cover:

- your approval for your child to take part, and details of how the £65 is being paid
- emergency contact details for use throughout the programme
- the participant details application form (to be completed by you and your child) that will be sent to the D of E main office for registration

Training for, and completing, the expedition section will be through the school and will require your child's attendance on the following dates:

Wednesday evenings 3.10pm to 4pm in school for training sessions – starting Wednesday 11th March 2020. (These sessions are compulsory- details will be posted on the Bronze D of E google classroom)

Either

Saturday 25th - Sunday 26th April 2020 training expedition (1)
2 days walking and overnight camping on Saturday.

Or

Saturday 6th June – Sunday 7th June 2020 training expedition (2)
2 days walking and overnight camping on Saturday.

And then

Saturday 4th July - Sunday 5th July. Assessed expedition (1)
2 days walking and overnight camping on Saturday.

Final 2 will run in September – we are looking to confirm a date when next year’s school calendar is confirmed.

The applicants will be broken into 2 groups; each student will need to complete one practice and one final expedition.

In order to support your child in completing the remaining sections of the programme, there will also be intermittent occasions during school terms where they will need to be in school between 3pm-4.30pm for sessions that will be organised with at least 1 weeks’ notice.

Finally, we are aiming to have all further contact made with participants and parents/carers online. Your child has provided an email address where you can be contacted, and all notices will also be available on the google classroom created for the Bronze D of E group 2019-2020. Your child has been invited, but should you need it the website is <https://classroom.google.com> and the code to access this class is r3cvxyx

Important note: Due to the nature of the training and expedition we reserve the right to remove any students whose behaviour is not exemplary from the award.

Yours sincerely

Ms Amanda Doran
Duke of Edinburgh Award Coordinator

To: Finance Office
CC: Ms A Doran

Bronze Duke of Edinburgh Award Scheme

Student name _____ Form _____

I would like my child, to participate in the Bronze Duke of Edinburgh's Award Scheme

I have paid the £65 cost via the online payment system.

My child is eligible for the Pupil Premium government grant and I have ticked the consent box on the online payment system.

Parent/Carer name (please print) _____

Parent/Carer name (please print) _____

Date _____

We will use the emergency contact details we have on our database for your child for this trip. If however, the contact details will be different for the duration of this trip, please fill in the details below:

Emergency contact telephone number _____

Emergency contact name (please print) _____

Parent/Carer name (please sign) _____

Parent/Carer name (please print) _____

Date _____