

Tuesday, 20th June 2017

Dear Parent / Carer

Bronze D of E Training Weekend 29th and 30th September 2017

Introduction

Following your son/daughters successful year 9 D of E interview, I have pleasure in inviting them to join the expedition training programme which starts in year 10. The initial expedition training expedition weekend on **Friday and Saturday 29th and 30th September 2017 (departs at 3:30pm)**. Attendance at this weekend is required to start the expedition part of the award; further information about the practice and qualifying expedition weekends which take place in the summer term will be sent out in the autumn term. I attach the itinerary for the weekend. Please note that students do not need a great deal of specialised equipment at this stage. Sleeping bags and sleeping mats can be borrowed from school. They will also need a sturdy pair of trainers or walking shoes/boots. They need to wear old warm clothing – please note that jeans are not suitable as they do not dry quickly and are very cold as soon as they become damp or wet. Students should also bring a complete change of clothes, a spare jumper, toiletries and a towel, a mug, bowl and plate and a knife, fork and spoon, and a 1 litre water bottle. They should also bring a torch, and a small back pack style bag to carry their water, lunch, and spare jumper in on the Saturday. They will also need a packed lunch for their walk on Saturday. The school will provide the evening meal on Friday and breakfast on Saturday.

The cost of the expedition programme is £20 per weekend, a total of £60 for the whole year. Anyone who cannot afford these charges please fill in the relevant section on the reply slip and return the slip with a letter explaining how much you can afford to contribute and the reason you cannot contribute the full amount. Payment for each weekend must be complete prior to departure. All students however need to provide a packed lunch for Saturday, they will be provided with all of the other meals they need.

All payments need to be made via ParentPay as no cash or cheques will be accepted at school. To use the ParentPay website:

- Go to www.parentpay.com
- Log on as normal using the username and password previously supplied. Please ensure you do not try to pay for trips by putting money on to the dinner money account
- Click on 'Items for Payment' tab at the top and then select 'D of E Bronze Expeditions 17/18'
- Check the amount you wish to pay is correct and change if necessary
- Press continue at the bottom and confirm the amount on the next screen
- Enter your credit or debit card details and complete the transaction
- You will be emailed a receipt shortly afterwards (please ensure you have registered an email address with ParentPay)
- If you do not have a debit/credit card, please contact the Finance Office for advice

Financial assistance

In exceptional circumstances, the school is sometimes able to contribute towards the cost of school trips. Should you wish to apply for financial assistance on this occasion, please complete the appropriate section of the form attached.

Travel

We shall meet by the south end of Main Street at 3:30pm. Please make sure that all items that you need for the weekend are packed in a soft bag. We shall travel to Danbury Outdoor Centre by school mini bus.

Dress

Students will be provided with a full equipment list, and should be aware of what is needed as a result of their on-going training.

Mobile phones/personal belongings

Mobile phones are allowed but will be collected whilst en route in the minibuses, and whilst engaged in walking. The only exception to this is one phone per group on expedition for emergency backup use to contact staff, but this should not be used to contact family and friends. Each group will also be issued with a D of E mobile phone with which to contact staff. Any electrical items and personal belongings are the responsibility of students at all times and the school will not be held responsible for any loss or damage incurred.

Accommodation

Students will be camping at Danbury Outdoor Centre. The site has toilets and shower facilities, including facilities for students with disabilities.

Food

Students must bring a packed lunch for Saturday. All other meals are provided.

Insurance

Full personal insurance for this trip is included, taken out through the Local Authority.

Code of Conduct

Should your child infringe the school's code of conduct for behaviour between now and the start of the trip, which leads the school to conclude that they would pose a significant threat to the health and safety of the trip, they will be excluded from the party and you will bear full responsibility for any costs incurred. Should this happen close to departure date, parents/carers will be liable for paying the full cost of the trip.

I hope this letter provides all the information you require at this stage, but please don't hesitate to contact me at the school on 020 8270 6222 should you require further information.

If you wish your son/daughter to take part in the rest of the expedition programme, please complete the attached form and return it to Ms Montague by Tuesday 15th September 2017.

Yours sincerely,

Ms Montague
D of E Manager

Introductory Training weekend Itinerary
29th and 30th September 2017

Friday

3:30pm - Meet at the south end of Main Street to depart. Students will need to change into their expedition clothing in PE. They can take their uniforms and school bags with them or these can be collected by parents/carers outside the South end gate, where the minibuses will be parked from 3:30pm onwards.
5:30pm – Arrive at Danbury and set up camp
6:30 – 7:30pm – Cook and eat evening meal
8pm – Depart for evening walk
9:30 – 10pm return to camp – evening drinks
10:30pm – In tents, ready for lights out

Saturday

7:00am – Wake-up call
7:30 – 8am – Prepare and eat breakfast
8:30am – Pack belongings
9- 9:30am – depart for day walk (about 4-5 hours)*
3 -3:30pm approx – groups return to Danbury Camp and pack tents.
4pm – depart from Danbury Camp
5pm – Return to school

***Please remember to bring a packed lunch with you for the walk on Saturday.**

Kit List

Sleeping bag and sleeping mat (these can be borrowed from the school)
sturdy pair of trainers or walking shoes/boots.
old warm clothing, shirt, tracksuit bottoms, fleece/jumper – please note that jeans are not suitable as they do not dry quickly and are very cold as soon as they become damp or wet.
complete change of clothes, including underwear
spare jumper
waterproof coat
hat and sunscreen
Toiletries and a towel
mug, bowl and plate and a knife, fork and spoon
1 litre water bottle
Torch
small back pack style bag to carry their water, lunch, and spare jumper in on the Saturday

Packed lunch for walk on Saturday.

(The school will provide the evening meal on Friday and breakfast on Saturday)

Bronze Training Weekend 29th – 30th September - reply slip 2017

I wish my son/daughter to be considered for the Bronze award training and qualifying expeditions. I have read and understood the letter about the trip.

I understand that while the school staff in charge of the party will take all reasonable care of the children, they cannot necessarily be held responsible for any loss, damage or injury suffered by my son/daughter/ward which occurs as a result of the visit.

I also agree to authorise members of staff during the course of the visit to approve such medical treatment for my child as deemed necessary in an emergency or on the advice of a qualified practitioner.

I agree to fund the early return of my son/daughter should his/her conduct give cause for concern or endanger others in the group.

I set out below any medical condition from which my child is suffering together with details of the treatment required, including allergies.

.....
.....
.....

Student name **Form:**

Parent/Carer name: **Relationship to student:**

Address:
.....

Email address:

Telephone: home work.....
mobile.....

Please tick as appropriate:

I wish to apply for financial assistance (if this box is ticked the section below **MUST be completed in order to apply for financial assistance**).

The amount I can afford to contribute is £.....

The reason that I/we cannot afford the full amount is.....
.....
.....
.....

Signed: (parent/carer)

Please return this form to Ms Montague in PDE/RE staff base (till July) or SDD3 (September onwards) by Friday 15th September 2017.