



2018 Duke of Edinburgh's Award Expedition Programme. 13.12.2017

Trinity Academy and The Bangholm Centre

Dear Parents and Participants,

Please find below details of our expedition programme being brought to you as a result of a collaboration between the School and Bangholm Outdoor Centre which is conveniently located alongside our school playing fields. This exciting collaboration, now in its fourth year, allows more Trinity participants to complete their expedition section for their chosen level of the D of E Award by using the wealth of experience found amongst the staff employed both by the school and by the Bangholm Centre. **The School will be responsible for allocating participants to both school and Bangholm based expeditions and the collecting of payments as outlined below. Once places have been allocated and accepted by participants (by payment of the final balance to the school) all questions relating to the delivery of a chosen expedition should be directed to the organization delivering the relevant expedition.**

The Bangholm Centre expeditions.

The Centre is owned by City of Edinburgh Council and therefore satisfies all Health and Safety requirements necessary for the delivery of D of E expeditions. It's home to **CEC's Outdoor Education Development Officer** (who is the technical advisor to CEC for all hillwalking, cycling and canoeing activities throughout the Council) and the **Duke of Edinburgh Award Manager for CEC**. Having this wealth of experience on our doorstep means that we are able to continue to deliver appropriate, safe and challenging expeditions which satisfy all the conditions of the D of E scheme.

The Centre will be running expeditions **both in term time and the school summer holidays** which will complement those offered by the school.

Expeditions offered by the Centre for 2018 will be Bronze walking, Silver walking and Gold Walking.

The Centre dates will mostly be delivered in the form of a "training and practice expedition week" of 5 days followed by a qualifying expedition 2/3 weeks later. **A Bronze walking** "training and practice week" will consist of 2 days of Centre based training in campcraft, packing, navigation, route planning, first aid, risk assessment, country codes, emergency procedures, kit issue and a day walk. During the final 2 days of the week, the practice expedition will take place. As a rough guide, days 1 – 3 will be approximately 8 hours long each with the final 2 whole days and a night being given over for the practice expedition. **At Silver level**, the 2 first days of the "training and practice week" will be used for route planning and any other additional skills training/revision required building on skills learnt at Bronze level last year followed by a 3 day practice expedition. The **Gold** "training and practice week" will include either 2 days training and a 3 day practice expedition or one day of training and a 4 day practice expedition

depending on the needs of the group. (A Gold level practice must be at least 3 days and 2 nights long...the Gold Qualifying exped. must be 4 days, 3 nights long.)

During the “training and practice week” participants should expect to spend time in the evenings at home after training at the Centre has finished either completing route cards, planning a menu, shopping for food and organizing and packing personal clothing required for the expeditions etc. It will be a busy but memorable and rewarding week.

The qualifying expeditions will take place between three and six weeks later over 2 days/1 night at Bronze or 3 days/2 nights at Silver or 4 days/3 nights at Gold. For the Gold qualifying expedition a travel, acclimatization and preparation day to the area of their chosen expedition is included in line with D of E Award guidance. During this time the group usually meet their Assessor to discuss their expedition plans.

The school expeditions.

The school based expeditions will be delivered during either the Spring/Summer or Summer/Autumn terms. **Training will be delivered after school, usually on a Friday afternoon and occasionally on a Wednesday after school, with expeditions taking place during the school week and/or over a weekend.** Expeditions offered for 2017 are Bronze walking and Silver canoeing.

Costs for all expeditions.

School based training, practices and expeditions all take exactly the same total time in hours as those at Bangholm except they are split up into shorter, more frequent sessions throughout the term. The cost for expeditions at both the school and at Bangholm are therefore the same and have been kept as low as possible.

Both school and centre expeditions have the same staffing costs. Those staff employed through the Centre are paid at freelance rates. Staff at Trinity are either part time teachers delivering D of E expeditions out-with their contracted teaching hours and therefore paid through CEC as freelancers or are full time members of staff for whom cover teachers are needed to cover absence during expedition delivery. **The cost for participants to take part in any of the 2018 expeditions offered will be £35 per participant per day.** The number of days (or equivalent hours) of training and expeditioning required for each level of the Award was outlined in my D of E Registration letter of June 2017 and is 7 days for Bronze Walk (£245), 8 days for Silver Walk (£280), 10 days for Gold Walk (£350) and 10 days for Gold Canoe (£350).

These costs have remained the same as last year's prices and are still significantly cheaper than commercial providers. Please bear in mind that these costs include training, supervision, assessment and the loan of all equipment, transport (minibus and fuel), camping gas, maps and campsite fees as appropriate.

Not included...

1. Food

2. Silver/Gold Qualifying expeditions: bunkhouse accommodation is often needed for the night before the qualifying expedition. This is usually in the region of £15 per person per night and will be arranged later when expedition venues are confirmed.

Securing a place on expedition training and payment.

- 1. Please indicate your preferred expedition dates on the attached Expedition choice sheet.**
- 2. Return the choice sheet to the OE Base in the school basement along with a deposit of £100 (cheques payable to Trinity Academy please) by Wednesday 10th January.** Please put envelopes under the door if nobody is in!
- 3. Places on expeditions will be offered to participants on Wednesday 24th January.** Lists will be posted on the Expedition notice Board in the basement by the end of the school day.

N.B. There are, unfortunately, still not enough places on expedition for all participants so places will be allocated to expeditions based on whether or not a £100 deposit has been paid **and then based on how much of the rest of the Award a participant has done/is doing.** Evidence on a participant's online eDofE account will be used to determine this **on Wednesday 17th January** so all participants should keep their online account up to date to allow expedition places to be allocated fairly and transparently. If a participant is not offered a place on an expedition on the 24th January then their £100 initial deposit will be returned.

4. The final balance for the expedition for those offered a place is due by Tuesday 20th February (cheques payable to Trinity Academy please). Apologies that this is early in the year but training for some expeditions starts in the first week of March and expedition staff need to be booked well in advance for the summer/autumn dates. I cannot do this if I do not have sufficient funds available.

NB: Once a place is offered on an expedition and accepted by paying the final balance, the whole payment is non-refundable unless a suitable replacement participant can be found **before** training starts as costs are calculated on full expedition groups. Once a training programme has actually started it is very unlikely that an experienced replacement will be found as they will have missed the relevant in-house compulsory training that we insist on for Health and Safety reasons.

Financial assistance may be available in appropriate circumstances. Please contact me in confidence in the first instance.

Securing a place on a Qualifying Expedition.

Pupils will only be allowed to participate in a qualifying expedition if they have attended the training sessions, meetings and practice expedition and have, in the opinion of the member of staff responsible, reached the required level of competence. Staff reserve the right to withdraw a participant if they haven't as it may compromise the safety of the group as a whole. It is **the responsibility of participants** to take note of training, meeting and expedition dates and times. No reminders will be given of dates and times unless they are changed by the school or by the Bangholm Centre. Copies of the sheets handed out to participants by the **school** with dates and times are posted on the expedition notice board in the school basement and on the school website. **Bangholm will send out information directly to relevant participants closer to the time.**

If you have any questions about any of the arrangements above please do not hesitate to contact me at school on 0131 478 5050 (Wednesdays preferred) or by email dave.blevins@trinity.edin.sch.uk

If you have any questions about the Award and its sections in general please go to www.theaward.org in the first instance. If you cannot find the answer there please contact me as above. NB: I currently work at Trinity Academy all day on a Wednesday, Thursday and Friday morning.

Bangholm Centre (Cliff Smith) for Bangholm expedition info. 0131 551 4368
Cliff.Smith@edinburgh.gov.uk

Summary of Key Dates

Return the choice sheet to the OE Base in the school basement along with a deposit of £100 (cheques payable to **Trinity Academy** please) by **Wednesday 10th January**.

Visible evidence on a participant's online eDofE account will be used to determine places on expeditions **on Wednesday 17th January**.

Places on expeditions will be offered to participants on **Wednesday 24th January**

The final balance for the expedition for those offered a place is due by **Tuesday 20th February** (cheques payable to **Trinity Academy** please).