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www.roundhill.leics.sch.uk

Principal: James Tickle

Dear Parent

Duke of Edinburgh's Award – Charnwood & Swithland

We are delighted to advise that following a successful application your child has been accepted onto The Roundhill Academy's Duke of Edinburgh's (DofE) Award scheme at the Bronze level.

The DofE Award is the leading non-academic award for young people in the country. The organisation is a registered charity and its aim is to provide a balanced programme of activities for young people that develop 'mind, body and soul'. The school is an official DofE Centre and buys a license directly from the DofE Award charity to operate DofE activities. For more information about the DofE please visit the website www.dofe.org and click on the 'Parents' tab

We would like to invite parents and students to a launch evening on Wednesday 6th December 6.00pm – 7.00pm. This will be an opportunity to go through the programme of activities that the school has planned, to explain how you can help support your child through their DofE Award, and answer any questions you might have about the scheme.

Dates for your Diary

6 th December 2017	Parents evening, 6-7pm in the School Hall. A chance to learn more about the DofE Award and ask any questions about the scheme.
10 th March 2018	Training Day Walk – Bradgate Park area
27 th – 28 th April 2018	Practice Expedition. Students will leave school in the morning of the Friday and complete a 2-day expedition around North Leicestershire, camping overnight on Friday night. Students will finish around 4-5pm on Saturday.
7 th – 8 th June 2018	Qualifying Expedition. Students will leave school in the morning of the Thursday and complete a 2-day expedition around East Leicestershire, camping overnight on Thursday night. Students will finish around 4-5pm on Friday. Expedition teams will be assessed by an Independent DofE Assessor.

Students need to attend the training day and **BOTH** expeditions in order to complete the expedition section.

Insurance

As a school, The Roundhill Academy has its own public liability insurance which covers DofE Participants whilst on activities organised by the school. However we strongly recommend that you ensure the adequate public liability insurance is in place (the current accepted minimum recommended level of cover is £5 million) when participants organise their own DofE activities, which often take place at a variety of locations provided by other organisations, for example:

- Working in a charity shop for the Volunteering Section
- Playing for a local sports team for the Physical Section
- Attending a Go-Karting track for the Skills Section

In addition you may wish to obtain accident and personal belongings insurance for your son / daughter. Although the DofE itself offers personal accident insurance, the cover is limited (details available on request.) The DofE does not cover personal equipment, so we suggest that you include expedition or personal equipment in with any annual travel or household insurance policy that you may already have.

Costs

The total cost of enrolling will be **£100**, this is broken down as follows:

£20	Fee charged by the DofE to cover enrolment
£80	To cover the costs of practice and qualifying expeditions, expedition equipment, and other operating costs associated with running the DofE.
	We would be grateful if you could make payment using ParentPay which is our preferred method of payment. Please log onto ParentPay using your unique username and password to make your deposit payment by Friday 15th Dec.

PRICE STRUCTURE	Total	Deposit 15 th Dec	1 st Instalment 9 th Feb	2 nd Instalment 23 rd Mar
• Full price	£100.00	£40.00	£30.00	£30.00
• Eligible for any other benefits (Housing Benefits, Jobseekers Allowance, Tax Credits) (25%)	£75.00	£30.00	£22.50	£22.50
• Eligible for Free School Meals (50%)	£50.00	£20.00	£15.00	£15.00

Financial Assistance

Assistance with the payment for trips and activities is available to parents from a variety of sources, and is provided for a range of reasons.

Students eligible for Free School Meals have 50% of the costs funded for them from 'The Pupil Premium'. This is additional funding given to schools specifically for this group of students.

Parents who receive any other form of benefit (Housing Benefit, Jobseekers Allowance, Tax Credits) receive 25% discount from the Governors Fund.

If you do not meet any of the above criteria, but would like further details of the Governors Fund, please contact the school office. Please be assured all enquiries will be treated in the strictest of confidence.

Please complete the reply slip and attached enrolment form and return with the correct monies by **Friday 15th Dec 2017.**

Yours sincerely



David Snowden
Enrichment Co-ordinator

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Reply Slip

Duke of Edinburgh's Award – CS

Student's Name _____ Tutor Group _____

I give permission for my child to participate in the DofE Award and have completed the official DofE enrolment form. I enclose £40 / £30 / £20 (delete as appropriate) as a deposit.

I will be attending the parents evening on 6th Dec.

I will not be attending the parents evening on 6th Dec

Signed: _____

Date: _____ (Parent/person with legal responsibility for the young person)