



## 2019 Duke of Edinburgh's Award Expedition Programme. 29.11.18

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 fifth 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 2019 will be Bronze walking, Bronze biking, Silver walking, Silver biking 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 or biking\*** "training and practice week" will consist of 3 days at the start of the week and will include the equivalent of 2 days of Centre based training in campcraft and packing, navigation, route planning, first aid, risk assessment, country codes, emergency procedures, kit issue and bike maintenance (for biking groups only!) and a day walk or day ride for biking expeditions. 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 night being given over for the practice expedition.

\*Please note that those choosing Bronze biking also carry out an additional bike riding skills day before the "training and practice week".

**At Silver level for both walking and biking\***, 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 learned at Bronze level last year. This will be followed by a 3 day practice expedition during which the silver bike\* group will learn and practice some additional skills relevant to bike expeditions. 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.)

For Biking expeditions you are free to use your own bike and trailer/panniers if you wish **BUT** these must be inspected by Bangholm staff before the end of February so they can be assessed for suitability and roadworthiness. Please contact the Bangholm Centre (0131 551 4368) directly to arrange this. I would advise hiring the Bangholm bikes/trailers as they are professionally maintained/serviced and spare parts/back-up is provided for these bike/trailers on exped. Details of hire cost can be found later in this letter in the “Not included” section)

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 two and five 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 Tuesday or Wednesday after school, with skills days and expeditions taking place during the school week and/or over a weekend.** Expeditions offered for 2019 are Bronze walking and Bronze 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 2019 expeditions offered will be £35 per participant per day.** The number of days (or equivalent hours) of training and expediting required for each level of the Award is 7 days for Bronze Walk (£245), 8 days for Bronze Canoe and Bronze Bike, 8 days for Silver Walk and Bike (£280) and 10 days for Gold Walk (£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(excluding bikes and trailers), transport (minibus and fuel), camping gas, maps and campsite fees as appropriate.

#### **Not included...**

##### 1. Food

2. Gold (and sometimes Silver) Qualifying expeditions: bunkhouse accommodation is often needed for the night before the qualifying expedition. This is usually in the region of £20 per person per night and will be arranged later when expedition venues are confirmed.

3. Bike and bike trailer can be hired from Bangholm for a combined total of £5 a day for each of the days spent on wheels (i.e. £30 for 6 days for Bronze and £30/£35 for 6/7 days for Silver depending on group needs.)

#### 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 Friday 11th January.** Please put envelopes under the door if nobody is in!
3. **Places on expeditions will be offered to participants on Wednesday 23rd 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 in a participant's online eDofE account will be used to determine this **at 9.00am on Wednesday 16<sup>th</sup> 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 23rd January then their £100 initial deposit will be refunded.

**4. The final balance for the expedition for those offered a place is due by Tuesday 19th 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 this letter, the option sheet with school and Bangholm exped dates on and training session times for the school based expeditions will be posted on the expedition notice board in the school basement and in the D of E section of the school website. **Bangholm usually post/email out specific information on expeditions they are organising directly to relevant participants approximately 2 weeks before the first day of training.**

If you have any questions about any of the arrangements above please do not hesitate to contact me by email [dave.blevins@trinity.edin.sch.uk](mailto:dave.blevins@trinity.edin.sch.uk)

For specific Bangholm Centre expedition info. please contact (Cliff Smith) 0131 551 4368 [Cliff.Smith@edinburgh.gov.uk](mailto:Cliff.Smith@edinburgh.gov.uk)

If you have any questions about the Award and its sections in general please go to [www.theaward.org](http://www.theaward.org) in the first instance. If you cannot find the answer there please contact me as above.