CANSFIELD
ACHIEVING EXCELLENCE TOGETHER

15th April 2024

Dear Parent or Carer

Duke of Edinburgh's Award Expedition – 15th – 16th June 2024

As you are aware, as part of the Duke of Edinburgh's Award, students are required to take part in an Expedition. This should be in a relatively local area, and should be planned by the students. They have already been working hard to plan their Expedition routes and are making great progress. They will be setting off from school on the Saturday morning, camping at Bispham Hall Scout Estate, Billinge, and they will return to school on the Sunday afternoon. Exact timings will be given closer to the time, as the groups will have staggered departure times.

Please find attached a consent form, code of conduct and mobile phone policy for the trip. Please return these ***before Friday 19th April to Mr Briggs (Room 25)***, so that we can inform the campsite of any medical requirements and ensure that we are fully prepared. There is no extra cost for this trip.

An equipment list has already been given out to students at the training sessions, and this was also given out at the last Parent Meeting, however I have attached a copy to this letter also. The majority of the equipment on this list, they will already have and it is mainly there for packing purposes. The major purchases you will need to make are a tent, rucksack, sleeping bag, sleeping mat, walking boots and walking pants. We do have a healthy supply of tents, rucksacks, sleeping bags and sleeping mats in school, and funding is available for some students for walking boots and walking pants. Please get in touch as soon as possible if you wish for your child to borrow any of these items as they will, mostly, be given out on a first-come, first-served basis.

As always, if you have any queries at all, please contact me at t.briggs@cansfield.wigan.sch.uk

Yours sincerely
Mr T Briggs

Second in Humanities / DofE Lead

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TO BE RETURNED TO MR BRIGGS (ROOM 25) BY FRIDAY 19TH APRIL 2024

CONSENT FORM

EDUCATIONAL VISITS

Cansfield, Old Road, Ashton-in-Makerfield, Wigan. WN4 9TP
Telephone: (01942) 727391

PUPIL DETAILS:	VISIT DETAILS:
NAME:	DESTINATION: Bispham Hall Scout Estate, Billnge
FORM:	DATE: 15th and 16th June 2024
DOB:	TIME: 09:00am (15th) – 16:00pm (16th)
HOME TEL NO:	I acknowledge the need for my child to behave responsibly ❑
PUPIL MOBILE NO:	

Please detail below if your child suffers, even mildly, from any medical condition such as epilepsy, asthma, diabetes, heart condition, allergies, bed wetting or physical weakness. Also, if your child has suffered from any contagious or infectious diseases during the past three months, please detail these. **All information will be treated in confidence.**

When did your child last have a tetanus injection?

If your child is taking medication, please give details, including whether it can be self-administered.

Is your child allergic to any medication? YES / NO. If yes please specify:
My child may be given pain/flu relief medication (paracetamol/ibruprofen) if necessary: YES / NO

Please give details of any special dietary requirements.

Family Doctor:		Telephone No:	
Address:			

I am happy to let my child make their own way home from school ❐
I will collect my child from Cansfield Grove at 16:00 p.m. (approx) ❐

I give permission for photographs to be taken of my child Yes ❐ No ❐

I give permission for my child to participate in the above school visit, and I have read all the information given. I further consent to my child being given any urgent medication or surgical treatment which may be considered necessary by the medical authorities during the school visit. I understand that my child is covered by Cansfield's travel insurance, and that I am able to take out my own additional insurance if I wish. I will inform the school of any change in the circumstances outlined overleaf.

SIGNED: _____ DATE: _____

PARENT Name in BLOCK capitals:	Please give an alternative contact name and telephone number in case we cannot reach you in an emergency.
_____	
Address: _____	Name: _____
_____	
Tel No: _____	Tel No: _____

Code of Conduct

When on any visit, you will be seen as an ambassador for your school. Your behaviour will reflect on what other people think of you, your friends and the school and, as such, you are required to follow and agree to this guidance. If you do not behave as expected, you may be returned home at your parents' expense.

Remember

- You are away from home, in new surroundings. Lots of things will be different from what you are used to
- Behave on out-of-school activities as you are expected to behave in school
- Listen carefully to instructions and do as you are told
- If you are worried about something, tell a member of staff before you contact home
- If you or any of the group is in danger, tell a teacher immediately
- Always follow the school rules: be polite, be sensible, be helpful, be pleasant
- All alcohol, tobacco, lighters/matches, non-prescription drugs/medicines are forbidden

At the venue

- Respect all property, both indoors and outdoors
- Stay within the permitted boundaries of the site
- Share facilities sensibly and fairly
- Dispose of rubbish carefully and properly
- If there is any damage, no matter how it was caused, tell a member of staff straight away

Personal Organisation

- Listen carefully to instructions, and follow them – first time
- If you are not sure of something, work together as a group to get organised and back on track
- Look after each other, so that nothing and nobody gets lost
- Look after your own belongings and those of others
- Make sure you bring your mobile phone into school on the Saturday to be collected by staff
- If you are on medication, ask your teacher for your medicine at the right times

At the campsite

- At bedtime, when asked, stay in your tent unless you need help
- Do not go into other students tents
- Make sure your clothes and other belongings are stored in a tidy manner

Meals

- Ensure you have enough food for yourself for both days of the Expedition
- When using the cooking stoves, behave in a sensible way, as per your training, and follow all instructions given by staff to prevent injuries
- Ideally, cook in groups of 2-3 to speed up cooking and get everybody fed sooner

Whilst walking

- Make sure you stay as a team – do not split up unless it is an emergency as per your training
- Respect the environment: always follow the countryside code
- Respect the roads: always follow the highway code

If you get lost

- Don't panic; stay calm
- Stop where you are, and work as a team to locate yourselves on the map, and locate where you should be
- Work out a plan to get back onto your planned route
- If you have been trying to get back on route, but you are still lost, and it is over 1 hour since your last scheduled checkpoint, take out the group phone, call the safeguarding number and inform staff of your situation

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I understand and agree to the Code of Conduct above

Name of pupil: _____ Signature: _____

DofE Expedition Mobile Phone Policy

One of the 20 Conditions of the Expedition is that there is a Mobile Phone Policy in place. For the weekend of the Expedition, mobile phones will ***NOT*** be allowed to be used.

- Students are required to bring their phones with them into school on the morning of the Expedition. This is so that they will be able to contact home upon returning to school.
- Mobile phones will then be collected in before they depart and kept safe for the weekends.
- Mobile phones will not be allowed to be used whilst the students are walking, or at the campsite.
- ***ONE*** person per group will keep their mobile phone in their rucksack. This will be in a sealed plastic bag and switched off. This person will be selected on the morning of departure. This is so that if there is an emergency whilst the students are out, they can call the school safeguarding number, and we can help them deal with their emergency, or locate and find them.
- The student keeping their phone will add the safeguarding number to their contacts before departing, and they will also need to have the app 'What3Words' downloaded to their mobile phones. This is an app that splits the whole country into squares of $10m^2$ in size that can be used to locate them to a high level of accuracy.
- Groups will also be equipped with a tracker that will ping their live locations to staff who will be continually monitoring the position of each group. This is a secure way of locating groups that only staff that have the link can access this service.

I have read, and understand, the above mobile phone policy.

I understand that if I do not comply with the above policy, I am at risk of failing the Expedition section of the DofE Award and put my group at risk of failing.

Signed (student): _____ Date: _____

Signed (parent/guardian): _____ Date: _____

Expedition Kit List

The DofE produce a very detailed kit list for participants. The list is very extensive and not all of the equipment is required for a Bronze level Expedition. This kit list can be found by searching 'DofE Expedition Kit List' and clicking the top link. We have, however, produced a more realistic kit list for the participants.
If you require any financial support with purchasing equipment, or would like to borrow any of the equipment from our store, please contact me as soon as possible by email to reserve the kit we have: t.briggs@cansfield.wigan.sch.uk

REMEMBER: Register for your DofE Card by logging into your eDofE account and following the links. This will give you 10% off at lots of outdoor shops

Clothing

Item	Details	Got it	Packed it
Walking boots (broken in)	Any brand, must cover ankles for protection and be waterproof *Finance available in school for eligible students – Contact ASAP*		
Walking/thick socks (2-3 pairs)	Prevents blisters and keep feet warm in case of cold weather		
Waterproof jacket/coat	Weather dependent – strongly recommend brining just in case		
Walking Pants/Leggings	Not Jeans *Finance available in school for eligible students – Contact ASAP*		
Waterproof over pants	Weather dependent – strongly recommend brining just in case		
2-3 fleeces/ hoodies/ jumpers	Weather dependent, but it can get very cold at night even when it has been hot during the day		
2-3 t-shirts/vests	Weather dependent		
1 pair short	Weather dependent		
Underwear			
Nightwear			
Flip-flops / sandals	For use at the camp site		
1 pair gloves	Weather dependent		

Personal Equipment

Item	Details	Got it	Packed it
Rucksack	*Some available from school to loan – Contact ASAP*		
Sleeping Bag	*Some available from school to loan – Contact ASAP*		
Sleeping Mat	*Some available from school to loan – Contact ASAP*		
Personal First Aid Kit	Plasters etc.		
Snacks for walk	Cereal bars, Chocolate bars, Sweets (high in sugar/carbohydrates are ideal)		
Water bottles or camelback	Enough for one day of walking (some emergency supplies will be available on the journey and can be refilled at the camp site		
Personal Hygiene Items	Soap/Shower Gel if using the showers, sanitary products if required etc		
Towel	For use after showers or in the event of rain		
Optional Kit			
Watch			
Sports drinks	Lucozade, Lucozade Sport etc are ideal		
Hat / Scarf	Unlikely to need given the time of year		
Sun cream	Weather dependent		
After sun	Weather dependent		
Insect/Bite spray or cream			

Group Equipment – To be planned and split amongst the group

Item	Details	Got it	Packed it
Tents	Maximum 3 per tent *Some available from school to loan – Contact ASAP*		
Plastic Bags	For rubbish, dirty boots etc.		
Evening meal food	Non-perishable food, as light weight as possible e.g. Pasta and Packet Sauce, Noodles etc. Outdoor shops such as Go Outdoors sell pre-prepared packaged food that is ideal for camping		
Breakfast food	Cereal Bars, Energy Bars etc.		