

July 2025

Dear Parent or Carer

Re: Duke of Edinburgh Award Scheme 2025-2026

I am writing to invite your child to join the Bronze Duke of Edinburgh's Award scheme for the academic year 2025 – 2026. The Award is open to all students in Year 9, and should take around one year to complete if they keep up to date with all of their sections and meet the deadlines. It is a nationally and internationally recognised Award programme, allowing them to demonstrate their competence in teambuilding, resilience, confidence, and leadership, which are all highly valued skills by colleges, apprenticeship programmes and employers in the future.

The Award is split into four sections: Volunteering, Physical, Skill and Expedition. For the first three, students must participate in one hour of activity per week for each section, for three months. These can be done simultaneously or consecutively. For one of these three sections, it must be extended to one hour per week for six months, and the student can choose which one. Students can start these sections from **1st September 2025**, and they will be given a login for the eDofE Portal in September, where they will log evidence that they are completing each section.

For the Expedition section, we will be completing this in **July 2026**. The Expedition will take place across a Friday and Saturday, and will require 2 days of walking with one-night camping in between. Before the students are allowed to go on the Expedition, there are some requirements that must be met:

1. They have started all three of the Volunteering, Physical and Skill sections of the Award
2. They have attended the required training sessions in school to ensure they are upskilled in route planning, first aid, tent building, and cooking safety. These sessions will take place after school from 3:30pm – 4:30pm on Monday, Wednesday and Thursday, after Christmas. The same session will be repeated on each day of the week, so students only need to attend one. Full timetables will be given out via form tutors around Christmas.

For the Expedition section, some equipment will be required to be purchased. We have a limited supply of equipment in school and this will be reserved for specific students. All students will receive a full kit list after summer when the final list of students is confirmed, but it is expected that the following items will be purchased:

- Tent (can be organised between 2 or 3 students and the cost split)
- 60/65L Rucksack
- Walking Boots
- Sleeping Bag/Sleeping Mat

The cost of the Award programme is **£40.00**, which includes £28.00 for the students DofE account to be created, and contribution towards the cost of the campsite and equipment. Payment details will be sent out after the summer holidays. Unfortunately, this payment will be **non-refundable**, as we will be purchasing the places from the DofE very soon after money is received, and we cannot get a refund for these. If you are struggling to fund this, then please contact me as soon as possible to discuss, using the information at the end of this letter. Similarly, if you require an extension to this payment deadline, please get in touch as we can reserve places for around a week or two. The payment window will be active from **Wednesday 3rd September 2025, until Friday 26th September 2025**. Our preferred method of payment is online via your child's SCOPAY account. Alternatively, your contribution should be put in an envelope with your child's name and form on. This envelope along with the reply slip should be placed in the

Headteacher: [Mrs N Daniels](#)
Cansfield, Old Road, Ashton-in-Makerfield, Wigan. WN4 9TP

Finance Box which is located next to Student Services. Payments may be made in cash or by cheque; cheques should be made payable to **Cansfield**.

We will also be holding a Parent Engagement Evening on **Tuesday 9th September 2025** where you will be given more details about the Award, deadlines and payment information. We encourage everybody to attend this meeting if your child is interested in completing the Award, where you will get a presentation with myself and Mr Critchley, followed by an informal chat in the library to ask any questions that you have. We are also hoping to have some students attend as well to talk about their experience of completing different sections of the Award, and give you an idea of the expectations. If you plan on attending this meeting, please scan the QR code below and complete the form to confirm your interest by **Friday 5th September 2025**.

Form link: <https://forms.gle/sYzDrycqLPLyUS9Q8>



If you have any questions relating to the Duke of Edinburgh's Award, please feel free to contact me at t.briggs@cansfield.wigan.sch.uk or Mr Critchley at w.critchley@cansfield.wigan.sch.uk, and please also visit the links below for useful information regarding the Award scheme.

For parent/carer information: <https://www.dofe.org/do/parents/>

For further information on the four sections: <https://www.dofe.org/do/sections/>

For ideas for each section: <https://www.dofe.org/do/ideas/>

Kind Regards,

A handwritten signature in black ink, appearing to read 'T Briggs'.

Mr T Briggs
Head of Geography & Life Studies / DofE Lead
t.briggs@cansfield.wigan.sch.uk