



Church of England School  
Executive Head and CEO: Dr Hilary Macaulay

8<sup>th</sup> December 2022

Dear Parent/Carer,

**Duke of Edinburgh Silver Award 2022-23**

This letter is to confirm that your child has been successful in their application to the Silver Duke of Edinburgh Award. Please pass on my congratulations to them.

In order to secure their place on the award the first payment of £140 will be required by Friday 22<sup>nd</sup> January 2023. A second payment of £140 will be required by Friday 24<sup>th</sup> February 2023.

Please log onto ParentPay and select '**DofE Silver – 2022/23**'. Should you have any queries regarding payment, please contact Mrs Hagon at [parentpay@bishopramsey.school](mailto:parentpay@bishopramsey.school)

Please note that upon making your payment you are agreeing to the following terms and conditions associated with this trip:

Your permission is granted for your child:

- To participate in the DofE Award
- To be given a mild painkiller (eg. Paracetamol) if considered necessary by the party leader.
- To received medical treatment in an emergency situation if as parent/carer you cannot be contacted.

You confirm:

- That your child's medical details are correct on Arbor and will inform us of any changes to these details between now and the trip (no responsibility can be taken for conditions about which we have not been notified)
- That you will drop off and collect your child at the expected times
- That you understand that if your child's behaviour in school is not acceptable then they may be withdrawn from the trip and any monies paid to date will not be refunded.

An information evening will be held after Christmas to provide critical information of the DofE Award.

**Address:** Hume Way, Ruislip, Middlesex, HA4 8EE ∞ **Telephone:** 01895 639227  
**Email:** [office@bishopramsey.school](mailto:office@bishopramsey.school) ∞ **Website:** [www.bishopramseyschool.org](http://www.bishopramseyschool.org)

**Important dates**

The following dates form the training and expedition section of the Award. Students must attend all dates.

| Event                 | Date and Time                                                                                                                    | Location                                                                                                                         |
|-----------------------|----------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------|
| Route Planning day    | Saturday 11 <sup>th</sup> March<br>9.00am – 4.00pm                                                                               | Bishop Ramsey School                                                                                                             |
| Practice Expedition   | Friday 28 <sup>th</sup> – Sunday<br>30 <sup>th</sup> April<br><br>Ready to leave: 8.30am<br>Collected by: 10.00am                | Start: Bishop Ramsey<br>School<br><br>End: PACCAR Scout<br>Campsite, SL9 0QJ                                                     |
| Qualifying Expedition | Friday 23 <sup>rd</sup> – Sunday<br>25 <sup>th</sup> June<br><br>Ready to leave: 8.30am<br><br>Collected approximately<br>6.00pm | Start: Bishop Ramsey<br>School<br><br>Camp at Bentley Copse<br>Activity Centre, GU5 9JH<br><br>Students collected from<br>school |

If your child no longer wishes to participate in the DofE Award, payment will only be refundable if their space can be filled from the waitlist.

If you have any further queries, please contact me via email at [mwinn@bishopramsey.school](mailto:mwinn@bishopramsey.school)

Yours faithfully,

**Mr M Winn**  
**Duke of Edinburgh Co-Ordinator**