

# Hyndland Secondary School



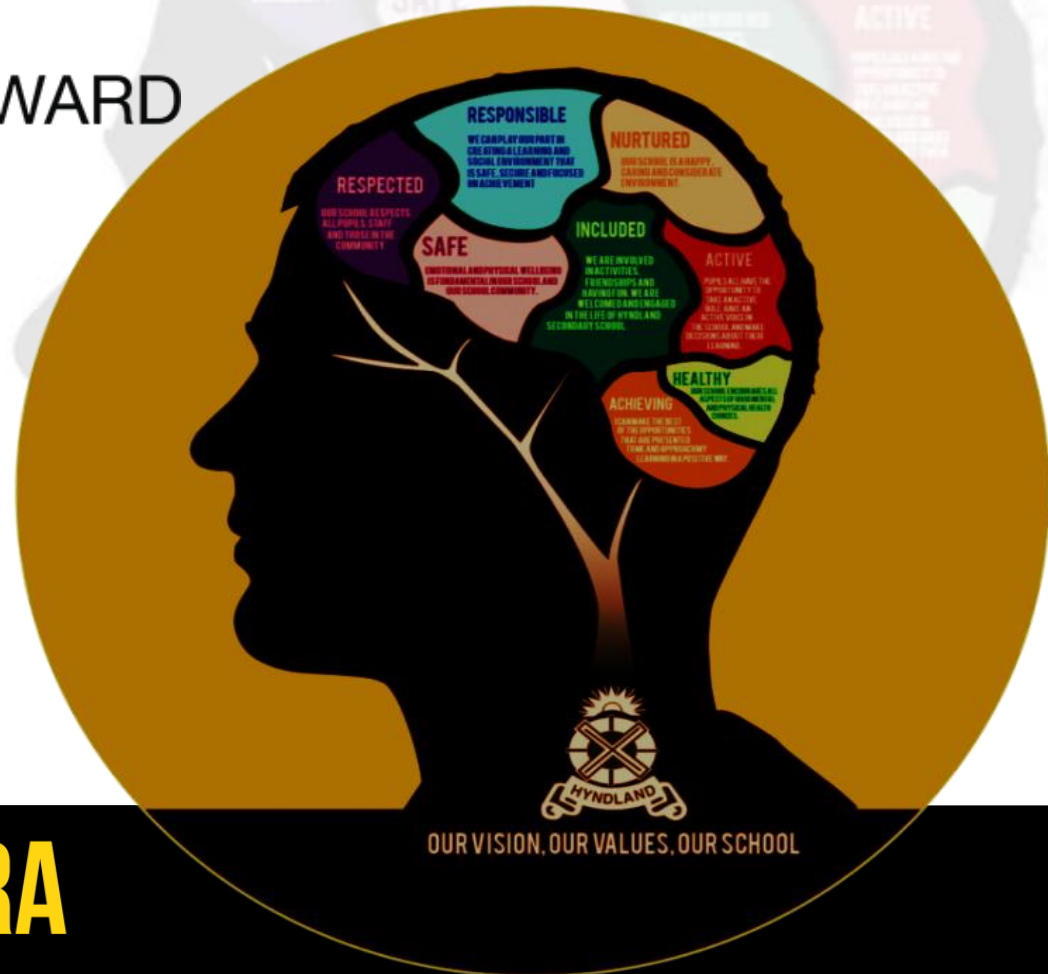
**DE**

THE DUKE OF  
EDINBURGH'S AWARD

**BRONZE**  
**Award**  
**2022-2023**

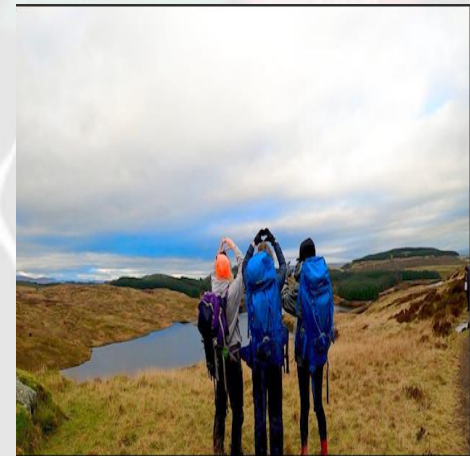
**SPERO MELIORA**

**I HOPE FOR BETTER THINGS**



A Duke of Edinburgh's Award is so much more than a 'pat on the back' for completing a programme of activities.

'It is recognition of a young person's successful journey of self discovery and development in an environment of social interaction and team working, renowned by employers and universities alike for the qualities seen in young people who have achieved a DofE Award.'



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# Our Hyndland DofE Journey- Celebrating Success

- Our journey began with 8 young people who signed up for their Bronze Award 15 years ago. Today The Duke of Edinburgh Award is an integral part of our curriculum and wider Hyndland Community.
- 1/3 of our cohort of 1032 young people are enrolled at Bronze, Silver or Gold across year groups S3-S6.
- We are the biggest deliverers of the award within Glasgow City Council and have been nominated for Centre of the Year and Best DofE Leaders Awards on a number of occasions.
- Our young people have won Best Expedition Aim award several times including in 2020 despite Covid challenges. Our participant success rate is very high.
- Holding a Duke of Edinburgh award is the most widely recognised achievement award in the UK to employers, colleges and universities.
- We pride our DofE programme on accessibility, quality of experience, skills development for work and life and our school contribution to the wider community.
- Our dedication to supporting our participants is driven by ***'everyone can achieve'*** and progress through the award levels should they choose to, as part of their school journey and creating memories of a lifetime along the way.

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## Covid Recovery, Resilience and Reconnection

Covid 19 and wider social, political and economic issues have presented difficult challenges for so many of our Hyndland families. These challenges and future challenges have taught us the importance of community and family. how important our Health and Wellbeing is.

## Promoting Health and Wellbeing

Our school focus on supporting young people, providing the tools they need to manage their own mental health and build resilience at a time when we are still returning to our old and developing our new normal, is at the heart of DoFE.

Developing skills in our young people so they can succeed and cope and face the highs and lows of life.



## Teaching and Learning

Our programme has been carefully modelled to minimise disruption to Teaching and Learning to support our raising attainment programme to help close the attainment gap and improve attainment for all young people in their school journey.

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Our policies and procedures for expeditions and Award operations are Covid compliant with our governing bodies:

- The Duke of Edinburgh Award,
- Glasgow City Council our Operating Authority and License holder,
- Our Approved Activity Provider Outlook Adventures Scotland Ltd.

# What is DofE, and what participants will do?

## Award Sections

- **Volunteering**
- **Taking part in a Physical Activity**
- **Learning/developing Skills**
- **Training in navigation, campcraft and Team Work**
- **Undertaking a 2 day team expedition**

## Award Section Timescales

### BRONZE

Volunteering **3** months

Physical **3** months

Skills **3** months

Expedition **2** days **1** night

*PLUS a further 3 months in the Volunteering, Physical or Skills section.*



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Each participant should complete each award section for **one hour per week** for the time durations indicated below; (participants are not allowed to bulk hours together).



## Expeditions

Ensuring the safety, Health and Well being of participants as well as providing a quality experience are fundamental priorities.

We have worked in close partnership with our Authority Approved Activity Provider - Outlook Adventures Scotland Ltd for many years. We are delighted to be offering over night camping expeditions again so young people can experience an amazing adventure.

Participants will be fully trained to undertake a team 2 day, 1 night over night camp to meet the requirements of the Expedition Award Section with confidence.

Outlook Adventures Scotland Ltd will supervise and assess the expedition, manage and mitigate risk, inline with our operating procedures.

## AALA Licensed



Our Safety Procedures and adventure activity delivery are inspected and licensed by the UK HSE

AALA

## DofE AAP



We are licensed by the Duke of Edinburgh's Award for Expeditions and Residential, by Foot, Bike or Boat, UK or Overseas.

## Qualifications



Our Instructors hold UK NGB Qualifications and International Qualifications for worldwide Expeditions.

## Overseas Safety Compliant

BRITISH STANDARD  
**BS8848**  
COMPLIANT

Fully compliant to the British Standards Institution (BSI) BS 8848: A specification for adventurous expeditions outside the UK.

## Fully Insured



Fully insured for outdoor activities holding public liability and employee liability insurance with Activities Industry Mutual.

## Emergency Beacons



As well as a GPS (Global Positioning System), we have Spot tracking devices and Personal Locator Beacons (PLB's)

## Safety Overseas



Foreign & Commonwealth Office

We monitor the advice from the Foreign Commonwealth Office on all our destinations before and during expeditions

## Safe & Healthy

**travel aware**  
gov.uk/travelaware

We monitor the up-to-date advice on staying safe and healthy abroad from the FCO & National Travel Health Network

## Satellite Phones



Communication is key, that is why every team carries Satellite Telephone technology in order to never lose contact.

## Supporting our Award Sections

*Over our journey, we have evolved and adjusted our models of practice to meet our young peoples needs and develop their skills, ensuring wider societal, social, political and economic factors are built into our structures to offer bespoke support to our participants ensuring accessibility for everyone.*

**Our Hyndland DofE team offer a wide range of supports to our participants and families:**

Award Ambassadors

Mentoring staff team

DofE course: Teaching and Learning Team

Achieve Teaching and Learning Team

Award sections- School clubs, volunteering programmes including recycling, rubbish collection, gardening, Saturday School and many more

Expedition support staff- Equipment and repairs

Partners- Glasgow City Council DofE Team- our Operating Authority Licence Holder, Outlook Adventures Scotland Ltd - Expedition Approved Activity Provider

Managed and led by our  
Lead DofE Coordinator  
Mrs Jennifer Lake Woodside  
with the support of Hyndland  
DofE Team

DofE Award Responsible  
Depute Head Teacher  
Ms Vicki Letford

Overall DofE Award  
responsibility  
Hyndland Secondary School  
Head Teacher  
Mrs Louise Edgerton

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Supporting our young people through our 20 week Duke of Edinburgh Course  
Equipping young people with the knowledge , skills and tools to progress through a  
personalised DofE journey through Bronze and beyond to Gold.

## Developing our Skills Framework



**The ability to use tactics and strategies to overcome setbacks and achieve goals**



**The ability to set clear, tangible goals and devise a robust route to achieving them**



**Supporting, encouraging and motivating others to achieve a shared goal**



**Working cooperatively with others to achieve a shared goal**



**The ability to find a solution to a complex situation or challenge**



**The use of imagination and the generation of new ideas**



**The receiving, retaining and processing of ideas**



**The oral transmission of information or ideas**





Leadership



Creativity



Aiming High



Camp Craft



Navigation and Route Planning



Staying Positive



Problem Solving



Resilience



First Aid



Cooking Safely

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## Developing our young people

**ALL THINGS ARE DIFFICULT before they are EASY**

**CHALLENGES are an opportunity TO GROW**

**PRACTICE** is the best way to get **BETTER**

I can **ACCOMPLISH** anything, IF I DON'T give up!

**A GROWTH MINDSET**  
means I know that

I can **LEARN** more from mistakes than I can from **SUCCESS**

I can **TRAIN** my brain to **ACCOMPLISH** great things

**EFFORT & perseverance are the keys to SUCCESS**

there lies a great **POWER** in using the word **"YET"**

## Bronze Enrolment 2022-2023- Step 1

- **Open to ALL S3.** Participants must be enrolled before they can participate in the DofE Award.
- The participant **enrolment form and payment agreement** can be found at the back of our Bronze Information booklet. Copies can be collected at this information evening, from the school office or found on our school website.
- **Please return the enrolment form and payment agreement to the School Office by Friday 17<sup>th</sup> June 2022.** It is essential that these forms are submitted on time to allow for timetabling and late applicants are unlikely to be accepted.
- **Please note the agreement signed by parents and guardians means that if a young person chooses to withdraw from the award, the cost still applies as instructors are booked in advanced.**
- Should illness occur there is a possibility of attending next years' Bronze expedition or join another school, however this would likely incur an additional cost to cover their instructors and is dependent upon spaces. Glasgow City Council also run open group expeditions however, there is no guarantee of a place. We will always try to accommodate if we can.
- Participants will then be enrolled by DofE Glasgow Licensing Office and participants will receive their own personal DofE number and username by email from Glasgow.

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Official



# The Duke of Edinburgh-Hyndland Secondary School



## DofEGlasgow3 Participant Enrolment

Centre Name			
Group Name			
Participant Forename			
Participant Surname			
Email Address (must be the participants)			
Date of Birth:			
Enrolment Level (at entry to the DofE programme)	Bronze <input type="checkbox"/>	Silver <input type="checkbox"/>	Gold <input type="checkbox"/>
<p>I, as parent/guardian/carer of the above participant (or as the participant where over the age of 16) give my written consent and permission for my child/ward to undertake their Duke of Edinburgh's Award operated under licence by Glasgow City Council. I understand that my child/ward will be required to undertake an expedition section as part of their Award, which consists of a practice and remotely supervised qualifying expedition, including overnights stays. I agree to abide by the terms and conditions set by Duke of Edinburgh's online achievement system "eDofE" which can be found at <a href="http://www.eDofE.org/Terms.aspx">www.eDofE.org/Terms.aspx</a></p> <p>I agree to PHOTOGRAPHS and FILM FOOTAGE of my child/ward being used in marketing material/and or publications in the media i.e. websites/social media sites/press releases/promotional videos etc or the media i.e. newspapers, television, etc.</p> <p>I agree <input type="checkbox"/> I disagree <input type="checkbox"/></p> <p>Signature parent/guardian/carer: _____ Date: _____</p> <p>Signature participant: _____ Date: _____</p>			

In enrolling my young person to take part in the DofE Award at Bronze level, with Hyndland Secondary, I am aware of the many benefits to be achieved in doing the Award and I am also aware of the level of commitment and personal responsibility involved.

I am happy to support my young person in undertaking their award by encouraging them in undertaking their Volunteering, Physical and Skills activities, gathering evidence and updating their eDofE account.

I will take responsibility for ensuring that Volunteering, Physical and Skills activities undertaken by my son/daughter are safe and properly managed.

I am aware of the cost of doing the DofE Award at the Bronze level and I am aware of additional costs likely to be incurred.

I am aware that there will be no refund if my young person does not complete their Bronze Award, that the cost covers two expeditions and if deemed necessary, a further Qualifying Expedition would have to be paid for.

I agree to pay the full amount requested by due dates.

I agree to return completed and signed consent and medical forms by due dates.

I will notify DofE leaders of any change in medical conditions that occur between return of medical consent forms and going out on expedition.

If my child is observing **Ramadan**, he/she may eat during the days of their expedition. I will inform DofE Leaders in writing of any other Ramadan observances. **Ramadan falls Wednesday 22 March and ends Thursday, 20 April 2023 and will not impact on our Bronze expeditions.**

### Bronze Award

Participant's name \_\_\_\_\_

Parent/Carer's name: \_\_\_\_\_

Parent/Carer's signature: \_\_\_\_\_

Date: \_\_\_\_\_

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# Award Cost and Making Payment 2022-23 Step 2

**The cost of the Bronze DofE Award with Hyndland DofE Centre in 2022-23 is £142 - This includes Bronze 3 day package including a 2 day expedition with an overnight camp and a Training day.**

This fee pays for professionally qualified outdoor instructors to provide on the ground training, assessment of expeditions, safety and logistics, campsite fees and transport.

Please note that to **complete the full award participants must complete 2 days of the expedition, plus the training day.**

## **Making Payment**

**Full payment should be made at enrolment.** Please can payments be made by via the link below directly to our activity provider Outlook Adventures Scotland Ltd. The link below takes you to a secure on line payment page with our partner provider.

**Online Secure Payment Link:**

<https://outlookadventures.co.uk/shop/ols/products/hyndland-bronze-dofe>

**NO payments should be paid to Hyndland Secondary via Parent Pay which is currently our normal mechanism of payment for school trips.) However your expedition consent forms will be though parent pay at a later date and details for this will follow in the expedition guide next year.**

**Those in receipt of Free School Meals will receive full funding through Pupil Equity Funding (PEF)**

**If anyone has any concerns regarding payment, please speak to Mrs Lake or Ms Letford to discuss available support on 0141 582 0130 or email us at the addresses below:**

[Gw09lakejennifer@glow.ea.glasgow.sch.uk](mailto:Gw09lakejennifer@glow.ea.glasgow.sch.uk)  
[Gw10smedleyvicki@glow.ea.glasgow.sch.uk](mailto:Gw10smedleyvicki@glow.ea.glasgow.sch.uk)

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## Hyndland Bronze DofE

£142.00

FREE SHIPPING

Full Name of Pupil:

enter name of pupil

Quantity

1

**Add to Cart**

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# Expedition Consent Forms

## Hyndland Secondary Consent form

Please can parents/carers log into Parent Pay

Accept the consent form and then return it with the appropriate details.

If you need a copy of any usernames or passwords our school office can provide these.

<https://app.parentpay.com/public/client/security/#/logout?next=auth.login>

## Outlook Adventures Scotland Ltd Consent form

If under 18 to be completed by parent/carer)

Please click on the link below and complete our Activity Providers Consent

[www.outlookadventures.co.uk/consent-forms](http://www.outlookadventures.co.uk/consent-forms)

**PLEASE NOTE:** Consent forms will NOT be live for completion until April/May 2023 to ensure medical records are up to date and accurate at the time of expedition.



**ParentPay**  
COUNT ON US

### Participant Consent Form & Covid-19 Health Questionnaire



#### Participant Information Form

(For participants under 18 years old)

School/Organisation Name: .....

Start Date of Stay/Course: .....

Student's Surname: ..... Forename/s: .....

Date of Birth: ..... Age: ..... Gender: Male / Female

Address: .....

Postcode: ..... Tel. No/s: .....

Alternative emergency contact: .....

Name: ..... Tel. No/s: ..... Relationship: .....

Name & address of family

doctor: .....

What is your child's swimming ability? (please circle) ..... Non swimmer / 25 metres / More than 50 metres

What is your child's Cycling ability (please circle) ..... Non cyclist / Intermediate / Expert

Dietary Requirements: Does your son/daughter have any special dietary requirements (e.g. vegetarian) YES / NO

#### Medical Information

• To the best of your knowledge has your son/daughter been in contact with any contagious or infectious disease or suffered from anything in the last 4 weeks that may become contagious or infectious? .....YES / NO

**Fill in the Form**

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# Communication Participants

- **Microsoft Teams-** will be our main digital platform for communication with participants.
- Using a platform such as this improves communication between our DofE Team and participants and acts as a one stop shop ensuring all teaching resources and messages are accessible at anytime using our participant's iPad.
- Each Bronze Team will also have their own discussion groups on Microsoft Teams and be able to collaborate with other teams using this platform.
- We also communicate through face to face meetings, core class time, mentors, our DofE notice board and focus groups and evaluation forms.
- This ensures a regular flow information out and feedback from our young people. This helps us identify areas for further support. We are developing our mentoring and DofE ambassador programme to further support DofE participants this year.



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# Parental Engagement and Communication

- **Supporting documents** - Information booklet and Hyndland's Expedition Guide
- **Messages** - regularly to parents/carers via our school office by text message and email.
- **Information evenings**
- **School website** - please see the links below:  
Hyndland Secondary website-home page - <http://www.hyndland-sec.glasgow.sch.uk/>  
  
Hyndland Secondary Secondary's Duke of Edinburgh Award Page- <http://www.hyndland-sec.glasgow.sch.uk/PlainText/PlainText.aspx?SectionId=4c6faf04-422d-4f8c-b9f1-9db51592ef0a->
- **Twitter** - to share our DofE experience and celebrate the achievements and successes of our participants-  
[https://twitter.com/HyndlandSec?ref\\_src=twsrc%5Egoogle%7Ctwcamp%5Eserp%7Ctwgr%5Eauth](https://twitter.com/HyndlandSec?ref_src=twsrc%5Egoogle%7Ctwcamp%5Eserp%7Ctwgr%5Eauth)
- **Hyndland News** (usually monthly or bi monthly)
- **The Duke of Edinburgh Award website** - has a huge variety of resources for families to use at the following link: [www.dofe.org](http://www.dofe.org)
- **Outlook Adventures Scotland** - Online Learning Hub- you will find lots of useful pre-course training, equipment advice etc by clicking on the following Link: [outlookadventures.co.uk/downloads](http://outlookadventures.co.uk/downloads)

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# Sharing Experiences

Hannah Shillington 5R

Having just finished my Silver Duke of Edinburgh expedition I can confidently say that I would encourage it to anyone who is considering taking part. Even in harsh weather conditions my group and I thoroughly enjoyed our time and found the experience **extremely** rewarding whilst gaining importance life skills and building strong relationships. Along with the expedition I am playing netball, baking and volunteering at a local charity shop which has taught me many essential and useful skills that I will carry with me for life.

**Beth Fail S3**

*'I enjoyed taking part in the Duke of Edinburgh award. It was fun to work as a team and I have learnt new skills that will be useful in the future. Our group worked well together, my favourite part was making lunch with each other.'*

Jack Wotherspoon S3

'We really enjoyed our Duke of Edinburgh expedition as it was fun to get out of school and do something different that developed our skills such as team work and creativity. It was a good bonding experience and something we will all remember'

Alex McRae S3

'On the first day we arrived and the weather was looking favourable. We started walking and were on a smooth journey until we got lost but our instructor helped us out and we continued on. On the first day I had a lot of fun but my legs disagreed. On the second day the weather wasn't as great but it was an easier trail. Overall I had a fun time and will definitely move onto silver next year.'

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