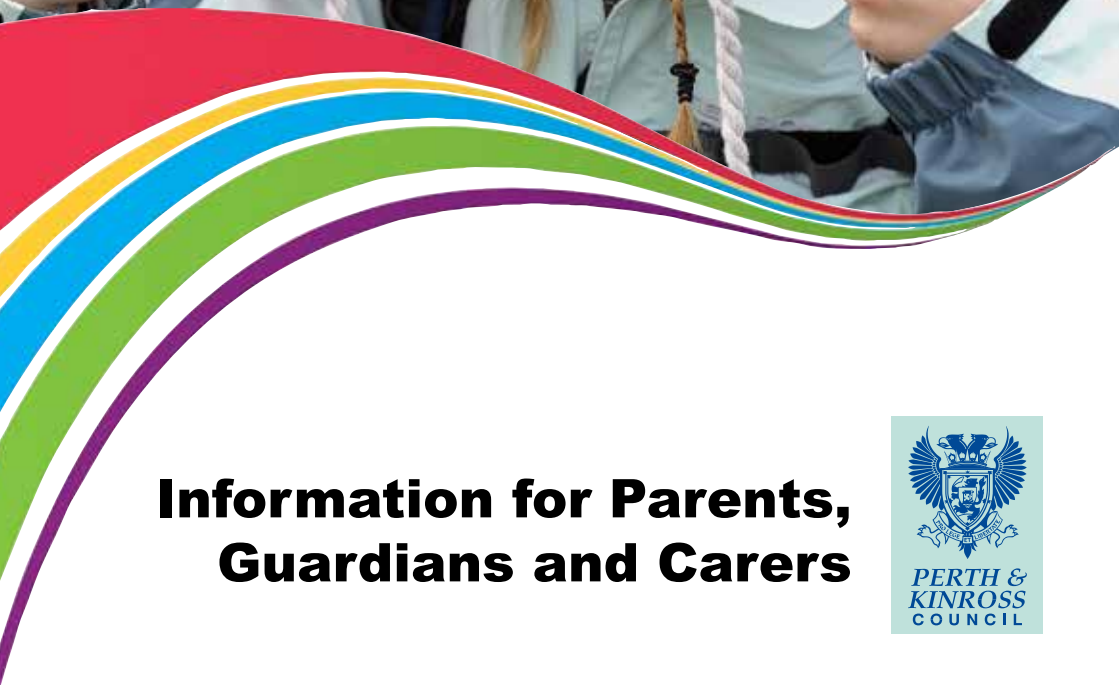




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# **Information for Parents, Guardians and Carers**



# Duke of Edinburgh Expedition Information

The Duke of Edinburgh's Award Expedition is a unique opportunity for young people to experience self-reliance and teamwork in an outdoor environment.

The length of the expedition varies depending on the level of the Award:

Level	Duration	Minimum hours of planned activity each day
Bronze	2 days and 1 night	At least 6 hours during the daytime (at least 3 of which must be spent journeying)
Silver	3 days and 2 nights	At least 7 hours during the daytime (at least 3.5 of which must be spent journeying)
Gold	4 days and 3 nights	At least 8 hours during the daytime (at least 4 of which must be spent journeying)

## Participants

### 1. Preparation

Participants plan their expedition, its aim, how they will travel and the environment they'll travel through.

### 2. Training

Participants undertake training in both general expedition skills and the chosen mode of travel.

### 3. Practice expedition

Participants must do as many practice expeditions as they need until they are able to travel safely and complete their qualifying expedition.

### 4. Qualifying expedition

Once fully prepared, participants complete their qualifying expedition, which will be observed by a DofE-accredited Assessor. On completion, groups give a presentation of their expedition, which must cover the aim(s), experiences and outcomes.

Participants have to undertake training to ensure they have the necessary skills and knowledge for the expedition. For the qualifying expedition of each level, the participants must complete a self-sufficient journey. This means that the participants will walk without adult supervision, on an agreed route, and must carry all the equipment and food they will need for the duration of their expedition. Adult leaders will monitor the progress of the groups by meeting them at checkpoints.

The participants will be in expedition groups of between 4 and 7 young people. They must work together as a team, take responsibility for their actions, and deal with any situations that arise along the way.

Expedition leaders will normally be camping in the same general area as the young people, however to maintain the spirit of the expedition they will, as much as possible, leave the young people to take responsibility for all aspects of their camp, including cooking. At Gold level there may not be any adult supervisors in the area.

**Important Note:** Most of the adults providing support and ensuring that young people can take part in the DofE Award scheme are volunteers. It is a huge commitment for them and they can only support participants on the basis that participants:

- ◆ **attend all of the training sessions for the expedition:**

The leaders will not take any participant on expedition if they do not feel they have the necessary training. It is 100% the responsibility of the participant and their parent/carer to know the correct training dates and to attend these.

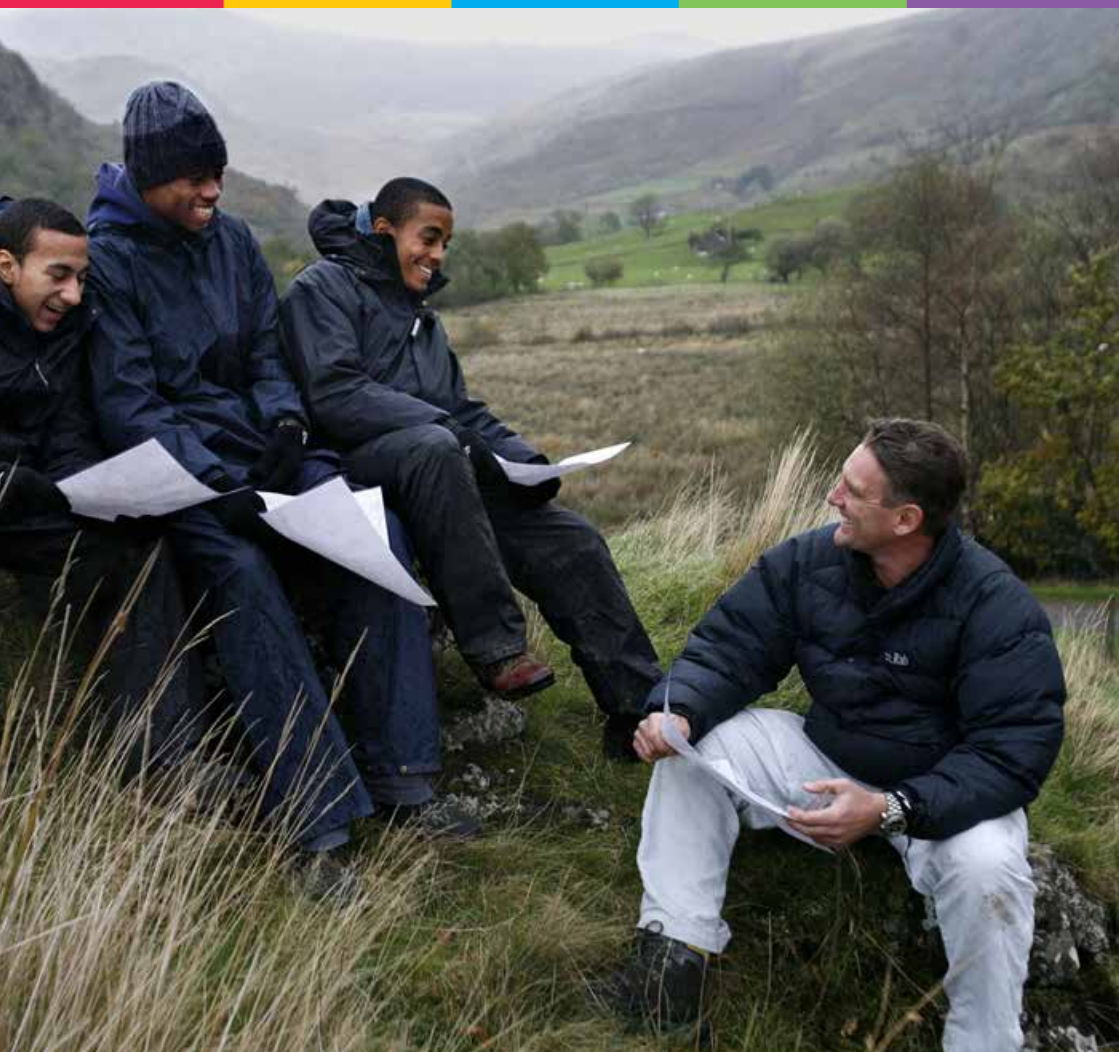
- ◆ **bring the correct equipment to all of the training sessions:**

You may be able to borrow certain equipment from your school/unit but you must check this well before the expedition date.



# **Perth & Kinross Council and Duke of Edinburgh**

Perth & Kinross Council has been awarded the Operating Authority licence to support delivery of DofE programmes in the Perth and Kinross Council area. The Council have overall responsibility to ensure young people doing their DofE do so in a safe and managed environment.





## Insurance

Once a young person has enrolled onto the Award they automatically join the Award insurance scheme. The Duke of Edinburgh's Award provides limited personal accident insurance cover, details available at:

[www.dofe.org](http://www.dofe.org)

**Award Head Office - Tel 01753 727400**

As an operating authority Perth & Kinross Council also has their own public liability insurance in place to cover any claims against them for injury or damage caused to, or by, young people and adults engaged in activities provided by the local authority.

You may want to check that your personal and household insurance policies cover the participant's chosen activities and equipment.

# Parents, Carers and Guardians

## Responsibilities for the Expedition Section

- ◆ Ensure that their young person (participant) has all the necessary equipment, and that it is in good condition.
- ◆ Ensure that the participant has thought about and planned their menu.
- ◆ Ensure that the participant is fit enough to complete the expedition.
- ◆ Inform group leaders of any medical and dietary needs.
- ◆ Supply spare medication to leaders if required - participants should carry their own medication, but in some circumstances it may be necessary to have a back-up.
- ◆ Inform group leaders in good time about any injuries that may affect the participants involvement in the expedition - in some cases a variation can be made to allow for participants to continue but these have to be made in good time.



# Emergency Procedures

Accidents and emergencies can occasionally occur and an essential part of planning an expedition is to anticipate any problems which may arise and have clear emergency procedures which are understood by all those involved.

Each DofE group will have a homebase contact which will be the Headteacher (for school groups), the PKC DofE manager (for non-school groups) or someone delegated by them. Each parent/guardian should be informed how to contact the homebase contact as there may be situations such as an emergency at home where information needs to be passed on. The group leader will also make contact with the homebase contact at a negotiated time at the end of an excursion to confirm a safe return home.

In the event of an accident/incident, the following guidance should be followed:

## Group Leader

If an accident/incident happens, the group leader will:

- ◆ *establish the nature and extent of the emergency/accident as quickly as possible;*
- ◆ *ensure that all the group are safe and looked after;*
- ◆ *establish the names of any casualties and ensure the named first aider carries out immediate first aid;*
- ◆ *contact emergency services if required;*
- ◆ *ensure a responsible adult accompanies casualties to hospital and that the rest of the group is adequately supervised at all times;*
- ◆ *advise the homebase contact of the situation and any assistance required.*

## Homebase Contact

- ◆ *Ascertain from the group leader that the situation is under control and if any outside assistance is required.*
- ◆ *Check with the group leader that the emergency services have been contacted and if not, do so.*
- ◆ *Act as the link between the group leader and the parents/emergency contacts by contacting them with the initial information and keeping them informed thereafter.*


For further information:

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Duke of Edinburgh Award  
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PH2 8JW

T 01738 474583

W [www.pkc.gov.uk](http://www.pkc.gov.uk)

E [dofe@pkc.gov.uk](mailto:dofe@pkc.gov.uk)



If you or someone you know would like a copy of this document in another language or format, (on occasion, only a summary of the document will be provided in translation), this can be arranged by contacting the Customer Service Centre on 01738 475000.

All Council Services can offer a telephone translation facility.

**[www.pkc.gov.uk](http://www.pkc.gov.uk)**

*(PKC Design Team - 2013950)*