



10 October 2023

Dear Parent/Carer

**Re: Bronze Award and getting started on eDofE**

**Summary**

At Bronze Award level, participants must complete the 3 sections Volunteering, Physical and Skills. Each of the sections requires regular commitment, two sections for 3 months and one for 6 months. These sections are chosen by the participant to be realistic and achievable by them. The completion of the award, at any level, cultivates perseverance, organisation, team skills and determination and is well regarded by higher education and employers.

**Aim of this letter: To log onto your eDofE account, draft and submit your chosen activities for approval!**

So far you have all registered and paid to begin your bronze award journey. You or your child should have all received an email with your teenager's username and a temporary password. If not let me know. Change this password if you want but make a note on phone notes etc.

A **DofE app** is available for most phones and should make access available and easier.

**I would be grateful if you could take the time and the opportunity to login to your DofE account and add your contact details if you have not already done so. You should then receive a Welcome Pack with a discount card for several outdoor shops.**

**eDofe and correctly logging in:**

**Instructions**

1. Search for eDofE login in your school emails (<https://edofe.org/>)
2. Fill in your user name and initial password.
3. You will then be asked to fill in some details eg address, email addresses etc. These are rarely used, but DofE do occasionally send things by email or mail, especially at gold level. You will also be asked to set a new password, which contains a minimum of 6 digits including at least one capital letter and one number.
4. Make a note of your username and password, so that you will be able to access the site again when you need to.
5. You should then be able to enter your eDofE site (scroll down to the bottom of the letter)
6. Set timescales – this means choose the activity you plan to do for 6 months.
7. You can now fill in details of activities you are doing or that you plan to do. Don't panic – you can always change things if you need to. Contact me if you get into difficulties.
8. Assessors: Each activity requires someone to act as "assessor". The assessor cannot be close family or friends. The assessor will need to write a report to confirm that the planned activity has been done for the required length of time. The assessor should be able to make some comment about what you have been doing and what progress you have made.



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9. Assessor's position: this should be to do with why they are a good person to be assessor eg music teacher, rugby coach, amateur photographer, good knitter.
10. All boxes with a red star need to be filled in with something. So long as it is clear what you are intending to do it will be fine.
11. "Submit for approval" when all details have been filled in. "Save as a draft" if you need to add details later.
12. Aim to get started as soon as possible on activities. The 6 month activity takes longer to do, so is good to start on first.

Video to help understand the eDofe app - <https://www.youtube.com/watch?v=D80IGvCwbhM>

The ideal plan for each activity is to commit to 1 hour a week for 3 to 6 months, or 2 hours every other week, so in 3 months that would be 12 hours and 6 months 24 hours.

1. It is up to each participant to choose their activities, for Volunteering, Physical and Skills and how long they want to commit to each activity. (3 or 6 months) see last page of this letter - **App III.**
2. The activity must not be for a profit-making organisation; however, charity shops are acceptable.
3. **Volunteering:** Helping & making a difference in your community, an individual, or animals.
4. **Physical:** choose an activity which raises your pulse! You can continue with a sport or start something new.
5. **Skills:** this section is where you can learn and develop practical and social skills and interests.
6. Select a section and open it. You will be asked to enter what area of activity you are doing.
  - a. Example: Physical: team sports; Sport: Rugby; Goal: To improve my tackling skills/ or to help my team win matches. Also dance, martial arts, fitness, extreme sports etc
  - b. Example: Skills: Music; play an instrument; Goal: to learn piano/or to take grade 1 etc. other possible areas history, science, arts, life skills, nature. Also, Life skills; cooking; Goal: to make meals for the family.
  - c. Example: Volunteering: helping a charity or working with animals/environment/coaching.  
Working in a charity shop; cats protection; litter picking; Goal: to help raise money for Scope/ to help look after the cat's welfare/ to clean up our streets.
7. Your goals should be achievable for you and not too broad.
8. **Add your assessors name and contact details** please, even though not starred (this person will write a report on your progress and achievements). Note: this cannot be a family member or relation. Example: coach; PE teacher; music teacher; neighbour for cooking.
9. When you are happy with your choices and draft, press submit. A message is sent to the coordinator. Your plan will then be checked and if it is acceptable, it will be approved. On your app/account this will show up. If there is a query you will be sent a message.
10. There are several useful DofE and eDofE U-Tube videos to assist in the above.  
<https://www.youtube.com/@theDofEUK> and on the DofE website <https://www.dofe.org/>
  - There is no need to enter anything onto the Expedition section as the coordinator or supervisors will do this.
  - Once all approved you can they do your activities in your own time. Please aim to get at least 2 of the sections signed off and completed on eDofE by April 2024.

**Equipment:** Pupils will need to collect a brand-new compass, survival bag and whistle after the Xmas holidays.

**Meetings and Training:** These will start on Wednesday 17 January at 3.15pm in the Dance Studio (because of the large number of students we will have to split this into 2 groups)

**Expeditions:**

<b>Activity</b>	<b>Dates</b>	
Local Day Practice Walk. (Do one date)	18 May 2024	Minimum 4, maximum 7 in a team.
	19 May 2024	
Qualifying Expedition Two days -	14 June – 15 June 2024	
	+ Extra 2 <sup>nd</sup> date due to large numbers	

Yours sincerely



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