



Sutton Coldfield Grammar School for Girls

March 2024

Dear Parents/Carers,

The Gold DofE training for the upcoming residential training and qualifying expeditions got underway last Tuesday with the in-school training delivered by Karos Adventure. This was a very positive day with students working in their teams and planning routes.

The residential training takes place from the 2nd April – 6th April in Derbyshire. The details and joining instructions are attached. Please consider using 'what 3 words' for a more accurate location when travelling.

As this residential is taking place during the school holidays, Mrs James will be the emergency contact, telephone number 07949 731619 (from 7am on 2nd April).

Additional dates:

Qualifying Expedition

Sunday 19th May – Thursday 23rd May 2024 – Yorkshire Dales.

Coach transport to and from the Yorkshire Dales:

19th May – leave Sutton Girls at 8am (approximate arrival at start point is 1pm)

23rd May – Leave Yorkshire Dales at approximately 2pm (Estimated 4 hours travel time to SG)

Joining instructions are attached. Please note that the emergency contact for this trip is Mrs Tunstall: 07949731619.

If you have any questions regarding the residential training or qualifying expedition, then please email: ktu@suttcold.bham.sch.uk

Yours faithfully

Mrs K Tunstall
DofE Coordinator

Headteacher: Dr Barbara Minards

Jockey Road, Sutton Coldfield, West Midlands, B37 5PT

tel: 0121 354 1479 | email: enquiry@suttcold.bham.sch.uk | web: www.suttcold.bham.sch.uk

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Sutton Coldfield Grammar School for Girls Participant Joining Instructions - Training & Practice Expedition

These Joining Instructions provide vital information for parents/guardians and participants relating to our DofE Expedition programmes. Sharing and understanding this information helps in the delivery of a safe and successful expedition and reduces the risk of serious incidents occurring which may affect participants' health and safety. Thank you for taking the time to read this information. If you have any questions, please contact the DofE staff at your school.

Start Date: Tuesday 2nd April 2024

Arrival Time: 10:00am

Location: Pindale Farm, Pindale Road, Hope, Derbyshire S33 6RN
<http://www.pindalefarm.co.uk/>

What 3 Words: ///lamenting.tedious.archduke

Finish Date: Saturday 6th April 2024

Approx Finish Time: From 3:00pm

Location: Castleton Visitor Centre, Car Park, A6187 Buxton Road, Castleton S33 8WH
<https://www.highpeak.gov.uk/article/873/Castleton>

What 3 Words: ///witty.flinch.trial

Karos Leaders: Matt, Chris, Paul, Adrian

Please refer to any additional information provided by your school regarding travel arrangements, especially if they are organising transport to/from the area.

Extreme Weather Procedures & Changes to Medical Information

All our activities take place in normal weather conditions that range from wet to dry weather. In extreme weather conditions where there is the chance of prolonged periods of snow, rain or extremely hot weather we may need to adjust or postpone this event for safety reasons. You will be advised by your school/college if there are any changes to times or locations resulting from a risk assessment undertaken prior to each training/expedition activity.

Please inform us in writing as soon as possible if any information contained on your Medical Form has changed since it was completed, including recent illnesses, sickness, changes to prescribed medication or consultations with your GP or hospital. **Failure to do so could lead to serious injury or harm.**

Gold Expedition Programme - Future Dates

Qualifying Expedition: Sunday 19/05/2024 - Thursday 23/05/2024 (Yorks Dales)

Role of School Staff and Karos Leaders

- **School staff:** please note that there will not be any school staff present during the Training & Practice Expedition. Karos leaders will be the initial point of contact for pastoral matters and will escalate pastoral concerns to an off-site school contact. There will be a separate school emergency contact number provided to you by the school and this should be used in the event of needing to contact a participant attending the activity.
- **Karos Expedition Leaders** are the point of contact for all expedition-related matters. They will be on site throughout the Training & Practice Expedition, and will be delivering training, supervising and assessing the teams throughout the expedition. They are responsible for the safety of all participants during the expedition journey and also during the campcraft and cooking tasks whilst participants are on the campsite.

Preparing for the Expedition

Days 1 & 2: The first two days will include navigation training walks lasting around 6 hours, accompanied by one of our Expedition Leaders. Training is based on the DofE Common Training Framework and will include:

- Map & Compass Skills required at Gold level
- Navigating in Gold terrain - Wild Country (open moorland, hilly and mountainous areas).
- Impact of weather on the expedition
- Countryside Code and "Leave No Trace".
- Expedition First Aid and Risk Management

At the end of each day's training, teams will arrive at the base camp where they will pitch their tents, set up their stove, cook and eat their substantial evening meal, with the guidance and support provided by their Expedition Supervisor. After dinner, kit checks and route plans will be reviewed with their Expedition Supervisor, along with agreeing times of departure.

Days 3 - 5: After breakfast, teams will break camp and commence their Practice Expedition. This will last for 3 days with 2 overnight camps, and will be remotely supervised by our qualified and experienced Expedition Leaders. At the end of the expedition, there will be a debrief led by the team's Expedition Supervisor, which will review the team's successes and highlight any areas to make improvements ahead of the Qualifying Expedition.

All participants should ensure that they have:

- **leave behind** any non-essential items as advised by their Expedition Leader during the Training.
- **wrap their sleeping bag** in a thick rubble sack (available from supermarkets or DIY stores).
- **pack their rucksack** following the guidance in the Training Video and Online Information.
- **reviewed their menus** and bring food that will give you plenty of energy.
- **ensure they have enough food** to last the entire expedition, including snacks on each day.
- **weighed their rucksack** before arrival - it should not weigh more than 9 - 10 kg fully packed.
- **left space for packing Group Kit items**, such as tent & stove.

Karos Online Training

We have published a number of online training pages on our website which contain important information and training videos to help participants - and parents - in preparing for the training & expeditions. These are vital sources of information designed to help you stay safe on your expedition. All participants are encouraged to take the time to read and watch, in order to fully prepare for their expedition:

www.karosadventure.com/participants-area

Personal Equipment, Clothing & Food

<u>Item</u>	<u>Additional Information</u>
<ul style="list-style-type: none"> Walking Boots 	<p>MUST have padded ankle cuff to reduce risk of sprains or broken ankle. NOT TRAINERS as these increase the risk of severe injury!</p>
<ul style="list-style-type: none"> Walking Socks 	<p>Thicker walking socks with padded heels & toes will reduce blisters.</p>
<ul style="list-style-type: none"> Underwear 	<p>Made from either synthetic fibres such as polyester, acrylic, or merino wool, to reduce chafing. NOT COTTON.</p>
<ul style="list-style-type: none"> Top / T-Shirt 	<p>Made from either synthetic fibres such as polyester, acrylic, or merino wool, to reduce chafing. NOT COTTON.</p>
<ul style="list-style-type: none"> Activity Trousers / Leggings 	<p>Made from synthetic fibres such as polyester or acrylic to reduce chafing. NOT COTTON.</p>
<ul style="list-style-type: none"> Fleece / Thin Jumper 	<p>Multiple thin layers help regulate body temperature. Avoid thick tops & hoodies which are heavier to carry.</p>
<ul style="list-style-type: none"> Windproof Jacket 	<p>To help keep warm, especially on the campsite in the evening.</p>
<ul style="list-style-type: none"> Waterproof Jacket 	<p>Fully Waterproof (not just showerproof) with taped seams.</p>
<ul style="list-style-type: none"> Waterproof Overtrousers 	<p>Fully Waterproof (not just showerproof) with taped seams.</p>
<ul style="list-style-type: none"> Warm Hat 	<p>Essential, even in the summer when temperatures drop.</p>
<ul style="list-style-type: none"> Necktube or "Buff" 	<p>Multi-purpose for protecting the neck and lower part of the face.</p>
<ul style="list-style-type: none"> Sun Hat / Baseball Cap 	<p>Especially if it's sunny to help reduce sunburn.</p>
<ul style="list-style-type: none"> Warm Gloves 	<p>Should be both warm and waterproof.</p>
<ul style="list-style-type: none"> Gaiters 	<p>These help to protect legs and top of feet from getting wet and muddy.</p>
<ul style="list-style-type: none"> 65 litre Rucksack 	<p>With padded hip belt and shoulder straps - see factsheet & video.</p>
<ul style="list-style-type: none"> Roll Mat 	<p>Foam roll mat or self-inflating. This is the only item of kit allowed to be packed on the outside of your rucksack!!</p>
<ul style="list-style-type: none"> Sleeping Bag & Liner 	<p>3 season sleeping bag, wrapped in a thick rubble sack (available from supermarkets) and an inner sheet bag liner for extra comfort.</p>
<ul style="list-style-type: none"> Spare Clothes 	<p>1 top, 1 thin jumper and 1 pair of trousers for the expedition. Underwear and walking socks per expedition day. All clothing must be wrapped in a thick rubble sack to keep them dry.</p>
<ul style="list-style-type: none"> Small Wash Kit 	<p>Travel-sized toothbrush & toothpaste, small soap, flannel/hand towel.</p>
<ul style="list-style-type: none"> Small hygiene kit 	<p>A few sheets of toilet paper sealed in 2 small "nappy sack" bags. A small pack of wet wipes. Female participants should also pack a small amount of sanitary products just in case of need - see factsheet.</p>
<ul style="list-style-type: none"> Anti-bacterial hand gel 	<p>To clean hands before eating, and throughout the expedition.</p>
<ul style="list-style-type: none"> Torch 	<p>Head-torch would be best. Bring a set of spare batteries too.</p>
<ul style="list-style-type: none"> Spork or similar 	<p>Lightweight cutlery or spork.</p>

● Plastic bowl & mug	To eat your evening meal and breakfast and for hot drinks.
● Water Bottle or Hydration Pouch	At least 2 litres capacity (2 bottles are better than 1) or hydration pouch. Water will be provided throughout each day.
● Expedition Food	Refer to your Menu Planner, factsheet & video for food. Pack your snacks in side pockets so that they are accessible during the journey.
● A Brillo Pad & T-Towel	To wash up pans, bowls, mug and cutlery after eating.
● 2 rubbish bin bags	For putting your rubbish in when on the campsite.
● Watch	Essential - to tell the time and help navigate!
● Survival Bag	Multi-purpose thick orange plastic bag
● Personal First Aid Kit	Plasters, blister pads, antiseptic wipes - see factsheet .
● Personal Medication	e.g. asthma inhaler, Epi-pen, knee support etc. These items MUST be packed if declared on the Participant's Medical Consent Form.
● Suncream	Factor 50 suncream - which must be used in sunny weather.
● Emergency Rations	A single bar of Kendal Mint Cake, tube of Dextrose or similar.
● Whistle	For attracting attention. Often part of modern rucksacks.
● Equipment Repair Kit	Spare laces, spare batteries, small strip of "duck tape" (wrapped around your plastic water / sun cream bottle).
● Pencil & Notepad	For recording notes and useful in an emergency.
● Mobile Phone	Must be switched off, sealed in a bag and only used in an emergency to contact a leader or emergency services - see factsheet .
● Compass	A Silva Classic Compass is best for expeditions.
● Camera	Take photos for Presentation (cannot use your current mobile phone).

Karos Adventure Group Kit

Karos Adventure will provide each team with tents, stoves, fuel, maps, map cases, a compass and a group first aid kit. All items of kit will be delivered to the start and collected at the finish.

A replacement fee is charged for any kit that is lost, not returned, or is damaged through negligence whilst in use on the expedition/training.

Food & Water

Participants will require all food for the entire activity, including all breakfasts, evening meals, lunches and snacks required throughout the duration they are attending. They must also have 2 litres of water, and leaders will provide top-ups of water throughout the journey.

Food must be nutritious and contain a high number of calories - participants will need to intake at least 3000 calories per day to be safe and on top form during the expedition. Cooking is not allowed at lunchtimes due to safety concerns and the risk of fire. **Do NOT bring tins or glass bottles/jars**, and avoid fresh food and dairy produce that would need to be stored in a fridge or freezer.

Further information is available in our food factsheets and training video, and menu planner.

Participant Code of Conduct

PARTICIPANTS MUST READ THESE NEXT 2 PAGES OF INFORMATION BEFORE ATTENDING!

Dates

All participants must attend all activity dates as agreed with their school/organisation. Each stage of the programme builds on the previous activity, in order to develop the skills and confidence required to safely undertake a remotely supervised expedition. If a participant is unable to attend a particular stage, then a risk assessment will be carried out and a decision made as to whether they can continue on the programme with their team without compromising the safety of themselves or other participants, or whether they have to withdraw from the programme or attend an Open Expedition at additional cost.

Equipment

Participants must look after any equipment issued for use by them and their team and return the equipment complete and in good condition. A charge will be made for any lost or damaged equipment.

Respect

Participants must respect all other participants, leaders and members of the public. All participants should, at all times, listen to and act upon any advice and instructions given, and conduct themselves with the highest standards of behaviour. Any participant who is disruptive or disrespectful will be asked to leave the programme with immediate effect and will not receive any refund.

The Law

Participants must comply with the law, Countryside Code and the guidelines issued by campsites. All participants must conduct themselves in a manner which reflects and upholds the positive reputation of The Duke of Edinburgh's Award (when on a DofE activity), their school/organisation & Karos Adventure.

Mobile Phones

All participants must follow the Karos Adventure mobile phone policy at all times, when on an activity:

- Mobile Phones are only to be used in an emergency.
- At all other times, they must be switched off and sealed in a bag.
- Each team will be issued an Emergency Safety Card with contact numbers.
- Participants must only use mobile phones to contact (in order):
 - a. their Expedition Supervisor or Assessor
 - b. the Karos Adventure Home Contact
 - c. for serious emergencies, dial 999 and ask for the Police, then Mountain Rescue.
- In an emergency, participants are allowed to use OS Locate (a free app) to obtain a 6-figure Grid Reference of their location. This should be sent by text to their Supervisor and to Home Contact.
- During an emergency, please keep the phone switched on until informed by your Supervisor.
- Participants are not allowed to post on any social media sites during the expedition.
- Participants are asked to not contact family & friends during the expedition. Karos Adventure leaders and school staff will manage communications with family members during the expedition.
- Mobiles cannot be used to access other apps - such as Camera, Alarm Clock etc - so please bring cheap versions of these items (and spare batteries if required).

Using the OS Locate App

Before your expedition, we strongly recommend that participants download the OS Locate app. This is a free app available on all Android or iPhone smartphones and will provide a 6-figure Grid Reference.

Expedition Requirements

Before an expedition

- All participants must be within the qualifying age of the programme level and at the same Award level (i.e., not have completed the same or higher level of expedition).
- There must be between four and seven participants in a team (eight for modes of travel which can be used by two people at once e.g., tandem bikes, open canoes).
- The expedition must be of the correct duration and meet the minimum hours of planned activity.
 - Bronze: A minimum of 2 days, 1 night; 6 hours of planned activity each day.
 - Silver: A minimum of 3 days, 2 nights; 7 hours of planned activity each day.
 - Gold: A minimum of 4 days, 3 nights; 8 hours of planned activity each day.
- All expeditions must be supervised by an adult (the Expedition Supervisor) who is able to accept responsibility for the safety of the team.
- Assessment must be by an Accredited Assessor. At Bronze level only, the Assessor may also be the Expedition Supervisor.
- Participants must be adequately trained to safely complete an expedition in the environment in which they will be operating.
 - Bronze: Teams must complete the required training.
 - Silver: Teams must complete required training & practice expedition min.2 days, 2 nights.
 - Gold: Teams must complete required training & practice expedition min. 2 days, 2 nights.

Planning an expedition

- Team Goal: Expeditions must have a clearly defined team goal – this could be researching an area of interest, contributing to a community action project, or developing soft skills.
- Environment: The environment chosen must become progressively more challenging through the award levels – environments could include rural, urban or restricted spaces.
- Accommodation: Accommodation should be by camping or other simple self-catering accommodation e.g., bunkhouses.
- Time of year: Expeditions will usually take place between the end of March and the end of October. There should be a reasonable gap between the practice and qualifying expeditions.
- Mode of travel: Participants must choose an appropriate mode of travel for the environment they'll be journeying through. Journeying must be by participants' own physical effort, although mobility aids may be used where appropriate to the needs of the participant.
- Food: Participants must plan an appropriate expedition menu, including cooking and eating a substantial hot meal each day (optional on the final day).

On expedition

- Participants must behave responsibly with respect for their team members, Leaders, landowners, the public and animals, and must understand and adhere to the Countryside, Scottish Outdoor Access, Highway and Water Sports Codes (as appropriate).
- Expeditions must be unaccompanied and self-sufficient. The team must be properly equipped, and supervision must be carried out remotely, considering what is reasonably practicable for participants and ensuring their welfare is paramount.
- Participants must actively participate in a debrief with their Assessor at the end of the expedition and, at Silver and Gold level, a presentation must be delivered after the expedition.

----- END OF PARTICIPANT JOINING INSTRUCTIONS -----

Sutton Coldfield Grammar School for Girls Participant Joining Instructions - Qualifying Expedition

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Start Date: Sunday 19th May 2024

Arrival Time: 1:30pm

Location: Dalesbridge Centre, Austwick, Near Settle LA2 8AZ

www.dalesbridge.co.uk

What 3 Words: ///neckline.invoices.rainy

Finish Date: Thursday 23rd May 2024

Approx Finish Time: From 3:00pm

Location: Grassington National Park Centre, Hebden Road, Grassington BD23 5LB

https://www.yorkshiredales.org.uk/places/grassington_national_park_centre/

What 3 Words: ///panels.sped.suckle

Karos Leaders: Matt, Helen, Chris, Paul, Tim

Expedition Teams

Team G01: Francesca, Olivia, Emily, Coliena-Mai, Alana, Ellie, Emmy

Goal: Flora And Fauna

Team G02: Raneem, Rayhaana, Mia, Ramisa, Neva, Sienna, Regine

Goal: Vlog Of Our Expedition

Team G03: Elizabeth, Zahra, Hannah, Angelina, Chloe, Nivedha, Sharanya

Goal: Vlog Of Our Expedition

Team G04: Temitope, Ahrum, Jessica, Siona, Kate, Richa, Abigail

Goal: Flora And Fauna

Your school will also be issuing additional information especially if they are organising transport to/from the area. If this is the case, please refer to the school information regarding travel arrangements and times.

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