

Template DofE Delivery Calendar

Bronze and Silver

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Autumn | | Bronze – new cohort | Bronze – previous cohort(s) Silver – new cohort | Silver –previous cohort(s) |
| **Aug/Sept** | Early | Assembly/meeting (possibly virtually) to promote the Bronze Award to the new cohort of participants. See our Recruitment Toolkit for resources and ideas.  Send out enrolment forms, letters and programme planners. | Assembly (possibly virtually) to encourage participants to complete their Volunteering, Physical and Skills sections at Bronze. Remind them about the DofE Certificate of Achievement.  Assembly/meeting can also serve to promote the Silver Award to participants. | Assembly/meeting (possibly virtually) to encourage participants to complete their Volunteering, Physical and Skills sections. Remind them about the DofE Certificate of Achievement.  Current participants could be involved in the launch to the new cohort e.g. sharing their experiences. |
| Mid |  |  |  |
| Late | Enrolment deadline. Order Welcome Packs and create participant accounts on eDofE.  eDofE drop in sessions to allow participants time to enter basic information, choose activities and submit programme planners to Leaders for approval. Drop in sessions could be run virtually. | Enrolment deadline. Order Welcome Packs and add Silver Award to eDofE accounts.  eDofE drop in sessions to allow participants time to enter basic information, choose activities and submit programme planners to Leaders for approval. Drop in sessions could be run virtually. | Invite current participants to eDofE drop in sessions and encourage them to add their own evidence and Assessor’s Reports. Drop in sessions could be run virtually. |
| **Oct** | Early |  |  |  |
| Mid |  |  |  |
| Late |  |  |  |
| **Nov** | Early |  |  |  |
| Mid |  |  |  |
| Late | Progress meeting with participants. | Progress meeting with participants. | Progress meeting with participants. |
| **Dec** | Early |  |  |  |
| Mid |  |  |  |
| Late |  |  |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Spring | | Bronze – new cohort | Bronze – previous cohort(s) Silver – new cohort | Silver –previous cohort(s) |
| **Jan** | Early | Assembly/meeting (possibly virtually) to encourage completion of Volunteering, Physical & Skills sections prior to their Expedition. |  |  |
| Mid |  |  |  |
| Late | Encourage participants to get ahead with Expedition training by completing online modules or remote/socially distanced tasks. | Encourage participants to refresh their Expedition training by completing online modules or remote/socially distanced tasks. | Encourage participants to refresh with Expedition training by completing online modules or remote/socially distanced tasks. |
| **Feb** | Early |  |  |  |
| Mid |  |  |  |
| Late |  |  |  |
| **Mar** | Early |  |  |  |
| Mid | Expedition training day (if not running regular catch ups e.g. after school sessions). |  |  |
| Late |  | Expedition training day (if required depending on the level of training completed the year before). | Expedition training day (if required depending on the level of training completed the year before). |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Summer | | Bronze – new cohort | Bronze – previous cohort(s) Silver – new cohort | Silver –previous cohort(s) |
| **Apr** | Early |  |  |  |
| Mid |  |  |  |
| Late |  |  |  |
| **May** | Early |  | Joint Silver practice/Bronze qualifying expedition (could go out with current Bronze cohort and/or current Silver cohort depending on total numbers).\*  *Alternatively, the Silver practice expedition could take place back-to-back with the qualifying expedition.* | Silver practice expedition (two day/two night).\*  *Alternatively, the Silver practice expedition could take place back-to-back with the qualifying expedition.* |
| Mid | Bronze qualifying expedition.\* |  |  |
| Late |  |  |  |
| **Jun** | Early |  |  |  |
| Mid | Celebration event. |  |  |
| Late |  | Silver qualifying expedition with previous cohort.  *Alternatively, the Silver practice expedition could take place back-to-back with the qualifying expedition.*  Celebration event at the end of the expedition. | Silver qualifying expedition after examinations.  *Alternatively, the Silver practice expedition could take place back-to-back with the qualifying expedition.*  Celebration event at the end of the expedition. |
| **Jul** | Early |  |  |  |
| Mid |  |  |  |
| Late |  |  |  |

\* Depending on the total numbers in all three cohorts, the Bronze and Silver expeditions could go out at the same time to the same location.

For example:

**Option 1**

**May expedition**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Bronze – new cohort | Bronze – previous cohort(s) Silver – new cohort | Silver –previous cohort(s) |
| Fri PM |  | Silver practice begins | Silver practice begins |
| Sat AM | Bronze qualifying begins |  |  |
| Sat PM |  |  |  |
| Sun AM |  |  |  |
| Sun PM | Bronze qualifying finishes | Silver practice finishes | Silver practice finishes |

**July expedition**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Bronze – new cohort | Bronze – previous cohort(s) Silver – new cohort | Silver –previous cohort(s) |
| Fri AM |  |  |  |
| Fri PM |  |  |  |
| Sat AM |  | Silver qualifying starts | Silver qualifying starts |
| Sat PM |  |  |  |
| Sun AM |  |  |  |
| Sun PM |  |  |  |
| Mon AM |  |  |  |
| Mon PM |  | Silver qualifying finishes | Silver qualifying finishes |

**Option 2**

**Back-to-back expeditions**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Bronze – new cohort | Bronze – previous cohort(s) Silver – new cohort | Silver –previous cohort(s) |
| Thurs PM |  |  |  |
| Fri AM |  |  |  |
| Fri PM |  | Silver practice starts | Silver practice starts |
| Sat AM | Bronze qualifying begins |  |  |
| Sat PM |  |  |  |
| Sun AM |  |  |  |
| Sun PM | Bronze qualifying finishes | Silver practice finishes | Silver practice finishes |
| Mon AM |  | Silver qualifying starts | Silver qualifying starts |
| Mon PM |  |  |  |
| Tues AM |  |  |  |
| Tues PM |  |  |  |
| Weds AM |  |  |  |
| Weds PM |  | Silver qualifying finishes | Silver qualifying finishes |

**Notes on expeditions:**

Whilst restrictions are easing in some parts of the UK, each DofE centre will need to follow the specific guidance and rules for their sector, and their own local policies, procedures and risk assessments, when planning expeditions.

Guidance for centres in England, Wales, Scotland and Northern Ireland will vary. You must follow the restrictions in place in the country you intend to visit.

* If you are delivering the DofE in England, the [DfE](https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak/guidance-for-full-opening-schools#section-2-school-operations) has issued guidance and the [National Youth Agency](https://nya.org.uk/guidance/) has also published information for managing youth sector activities.
* If you are delivering the DofE in Scotland, please review the guidance issued by the [Scottish Government](https://www.gov.scot/publications/coronavirus-covid-19-re-opening-schools-guide/), [Youth Scotland](https://www.youthscotland.org.uk/media/1878/youth-scotland-phase-2-post-lockdown-readiness-guide-23-6-20.pdf) and/or [Youth Link Scotland](https://www.youthlinkscotland.org/media/4627/covid-19-education-recovery-youth-work.pdf), as appropriate.
* If you are delivering the DofE in Wales, please review the guidance issued by the [Welsh Government](https://gov.wales/coronavirus).
* If you are delivering the DofE in Northern Ireland, please review the guidance issued by [EANI](https://www.eani.org.uk/supporting-children-and-young-people) and the [recovery plan](https://www.nidirect.gov.uk/articles/coronavirus-covid-19-recovery-plan) outlined by the NI Executive, as well as information on [outdoor recreation](https://www.nidirect.gov.uk/articles/covid-19-enjoy-healthy-and-inspiring-visit-our-outdoors).

You may also wish to review advice published by the [OEAP](https://oeapng.info/downloads/download-info/4-4k-coronavirus/) (England, Wales and Northern Ireland) or by [SAPOE](https://www.sapoe.org.uk/) (Scotland) on the implications of COVID-19 for educational visits.