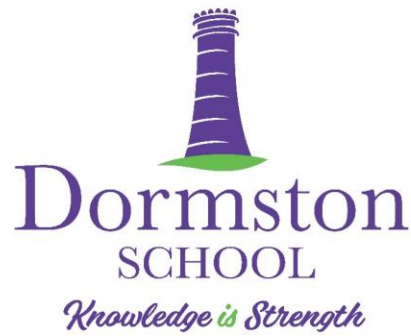


Our Ref: DFX/CDN

July 2026

Year 9 & 10 Parents/Carers

Dear Parent/Carer



Re: Completion of Duke of Edinburgh Award

As you are aware, last year your child took part in the Duke of Edinburgh Award and completed the Expedition section.

In order to complete the award and qualify for the certificate and badge the remaining sections (Skill, Physical, Volunteering) all need to be completed with relevant evidence and assessor's reports uploaded to eDofE. Without this important part of the award completed DofE will not issue certificates.

We are coming to the end of the school year, and although they can complete this award any time up until the age of 25 years old, we would really like them to complete the award as soon as possible – particularly if they wish to progress to the next stage of the award.

Please encourage your child to:

- upload evidence for each completed section (Volunteering, Physical, Skills, and Expedition, where applicable);
- check that their Assessor's Report has been submitted for each section. If it has not, they should contact their assessor as soon as possible and ask them to complete and submit their report;
- review their eDofE account to make sure there are no outstanding actions or missing information.

Once all sections have been completed and approved, their Award can be submitted for final verification.

If your child is unsure about what they still need to complete, they should log into their eDofE account and check their progress, or speak to us at school for guidance.

Ensuring this is completed is essential if they want to receive their awards – I hope they do due to the time, cost, and effort that has gone into the award so far – not least the hard work of the expeditions!

eDofE can be accessed here: <https://edofe.org>

DofE also have a YouTube video on completing sections which may be useful:

<https://www.youtube.com/watch?v=9c3pQgTtEFU>

Thank you for your support in helping your child complete their Duke of Edinburgh Award. Completing the Award is a fantastic achievement that demonstrates commitment, resilience, and personal development.

Yours sincerely

C Dolan

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