



Pate's Grammar School
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See Distribution

Reference: DOFE/WALKING/CS24

Date: 01 October 24

ADMINISTRATION INSTRUCTION – Gold Core Skills

1. General: Pate's Grammar School will conduct a Gold Duke of Edinburgh's walking core skills on the 05 & 06 October 2024.

2. Aim: The aim of the core skills training is to ensure that the students receive specialized and mandatory training before progressing onto their expedition practices.

3. Main Events List:

Saturday & Sunday

Timings	Location	Remarks
0900	OED, Pates	Report to OED
1230-1300	OED	Lunch
1600 Saturday 1500 Sunday	OED, Pates	Collect from OED

Please ensure a prompt arrival at OED by 0900, this is to ensure the days' training agenda is complete, any late arrivals will consequently affect the departure time.

4. Training: The training will consist of all safety preparation for the expeditions, and we will be continually assessing the group and giving remedial or advanced training as needed even when they progress onto their practice expeditions.

This is not an exhaustive list, and some topics will take precedence over others to ensure a well-rounded and experienced team, however participants should expect to cover the following:

- Navigation
- Grid references
- Map symbols and scale
- Route selection and planning
- The Silva compass and bearings
- Map interpretation
- Aids to navigation
- Selection and packing of equipment
- First Aid
- Food & nutrition
- Tent construction and site selection
- Stove Safety (Trangia Stoves)
- Conservation and Access.
- Risk Assessment & Emergency procedures
- Weather
- Water Purification

5. Safety: The safe system of training is in place. A full risk assessment has been conducted and qualified instructors will be with the groups to monitor their progress. The safety staff are in possession of a radio in case of any emergencies in the event of no phone signal.

6. Medical: Medical procedures are detailed within our risk assessment and all our staff hold a current First Aid qualification. As well as the travel First Aid Kit the groups and expedition staff carry, there is a comprehensive First Aid Kit and stretcher held inside the safety vehicle stationed with our qualified safety staff.

Pupils with medication must be responsible to self-administer. In the event of Asthma, the inhaler must be carried in a waterproof container and location made known to the instructors. The instructors will confirm this prior to embarking on the training.

7. Event Details:

a. Food: Students will need to bring a packed lunch and any snacks they need for each day.

b. Personal Equipment: Personal equipment lists can be found on the OED website and the DofE website. Please look at this and ensure your child has suitable clothing. The following items are required as a minimum for the weekend:

- Personal medication
- Notebook and pen
- Water bottle (minimum 1ltr)
- Waterproof Jacket & Trousers
- Walking boots (with ankle support) - Sunday

TRAINERS & WELLINGTON BOOTS are NOT acceptable forms of footwear. Students who arrive without correctly fitted walking boots with ankle support on Sunday will be sent home.

CCF Boots are acceptable.

c. Group Equipment: Any group equipment needed for the activities will be provided by the OED on the day it is needed. Teams will sign this equipment out and it will be the team's responsibility to look after it. Incorrect use of equipment may result in the teams being asked to pay for damages.

8. Behavior/Standards: Sensible behavior is always expected. Staff reserve the right to exclude participants from any and all activities in the unlikely event that such a standard of behavior is not maintained, or if safety is compromised.

9. Command and signal:

a. Radios: All staff will be allocated radios. The 9-seater van will be equipped with a radio and will be utilized as the safety and command vehicle throughout the expedition.

b. Contact Details: In the event of an emergency, please contact the following:

DofE Manager - Natalie Berry 01242 538282

Mobile signal is likely to be weak in the area we are working in so if you cannot reach us and it is not urgent, please leave a voicemail or send a text message to the above mobile phone number.

ORIGINAL SIGNED

Natalie Berry
DofE Manager
Pate's Grammar School