

Welcome to Breconshire Award Scheme Group CIC

Here at Breconshire Award Scheme Group CIC, our small team of dedicated volunteers is here to support you throughout your Duke of Edinburgh's Award journey. Whether you're just starting or progressing to the next level, we'll do our best to guide you through each step with encouragement, clarity, and care.

Let's introduce ourselves:

For all things enrolment and general enquiries, **Sarah** is usually your first point of contact. Our **Expedition Manager, Sian**, oversees all things expedition-related. For questions about your other Award Sections, you'll be in touch with **Sarah, Shannon**, and **Niamh** (for Bronze and Silver participants) and **Linda** (for Gold participants).

Behind the scenes, **Josh** and **Pam** look after the group's finances, **Tom** is our go-to for all things digital (including eDofE), and **Ben** takes care of the equipment. You'll also meet **Paul** and **Mark**, two of our friendly regulars who support us during expeditions.

We're proud to be a volunteer-led organisation, and we're here to help you make the most of your DofE experience.

Enrolling in the Scheme

To begin your DofE journey, or to progress to the next Award level, you'll need to complete both the **Enrolment Form** and the **Code of Conduct and Declaration Form**, both of which can be accessed and downloaded respectively from our website: www.breconasg.org/enrol. If you're under 18, a parent or guardian will need to sign the Declaration Form. Please print the final page, sign it by hand (typed names aren't accepted), photograph or scan the completed form, and return it to us via email.

Our enrolment fees for 2025/2026 are:

- Bronze & Silver: £40
- Gold: £48

This fee includes the official DofE enrolment cost, plus a small surcharge that helps cover our licence and insurance. As a non-profit organisation run entirely by volunteers, we work hard to keep costs as low as possible while maintaining a safe and high-quality programme. Once we've received your completed forms, we'll send a payment link to the parent/carer's email address (for participants under 18). After payment is confirmed, we'll process your enrolment and you'll receive an email from eDofE with your login details. If you're moving up a level, you'll simply be prompted to log in and update your details.

Once your address is confirmed, your official Welcome Pack will be sent out by post, ready to kickstart your next adventure.

Commitment Required

Each level of the Award is made up of several Sections. Full details can be found at www.breconasg.org or www.dofe.org. We're here to support you, just reach out using the contact details in the footer. That said, a key part of the Award is about developing

independence, so there will be elements you'll need to take ownership of and manage yourself.

Safeguarding Responsibility

It is the responsibility of parents or guardians (or the participant themselves if over 18) to complete appropriate safeguarding checks with any activity provider before taking part in activities related to the Physical, Volunteering, and Skills Sections. For Gold participants, this also applies to the Residential Section.

Expedition Section

We coordinate a series of training and preparation days for all participants undertaking their Expedition Section with us. Please refer to the **Training & Expedition Dates** section of this document for the full schedule. These dates are fixed, and **all participants MUST attend** to ensure they are adequately prepared.

Participation in the Practice and Qualifying expeditions is dependent on achieving **progress milestones** in the other Sections. To be eligible for expeditions in 2026, Bronze and Silver participants must meet the following milestones:

Award Level	Date	Progress Milestones
For the Practice Expedition in April:		
All	30 November 2025	All Section plans submitted on eDofE
All	31 December 2025	All Section plans approved on eDofE
All	1 January 2026	All Sections commenced (evidence collation and upload should be progressive throughout each activity)
For the Qualifying Expedition in June:		
Bronze	1 June 2026	At least two Sections submitted for approval on eDofE (evidence uploaded and Assessor Reports submitted)
Silver	1 June 2026	At least one Section submitted for approval on eDofE (evidence uploaded and Assessor Reports submitted)
Bronze	31 July 2026*	Third Section submitted for approval on eDofE (evidence uploaded and Assessor Reports submitted)

* The Expedition Section final approval will be delayed until this final milestone is achieved.

If these milestones aren't achieved in time, we may need to defer participation in the Expedition Section until 2027, allowing space for the necessary progress to be made and ensuring participants are fully engaged with the wider Award experience.

Each expedition (Practice and Qualifying) must be completed to achieve the full Award level. Participants will need to carry or wear specific kit. We will provide tents, cooking stoves, rucksacks, maps, and compasses. The remaining kit will need to be supplied by you, but don't worry, we'll guide you through what's needed.

Participants will need to be dropped off and picked up from training days and expedition start/finish locations. As we operate on a minimal budget to keep the Award accessible, we're unable to provide transport. However, all locations will be within the local area, making use of the fantastic terrain on our doorstep.

Additional Costs

In addition to the enrolment fee, a small charge of £10 per participant will be applied for the February training weekend to cover hall hire and training materials. This will be invoiced via payment link, as will the Expedition fees. Expedition fees are as follows:

- Bronze: £35
- Silver: £40
- Gold: £45

These fees will be requested approximately three months before each expedition (January 2026 for the Practice Expedition and April 2026 for the Qualifying Expedition) allowing us to book campsites with confidence. If plans change closer to the expedition date, we may be able to offer partial refunds or carry over any unspent amounts (i.e. after campsite bookings).

Training & Expedition Dates

Below are the key dates for training and expeditions coordinated by Breconshire Award Scheme Group CIC over the 2025/2026 programme year.

All participants are required to attend all scheduled training sessions. These sessions are essential to ensure everyone is adequately prepared to undertake their expeditions safely and confidently.

As Breconshire Award Scheme Group CIC is run entirely by volunteers, many of whom must book time off from their full-time employed roles, these dates have been scheduled well in advance and are **extremely unlikely to change**. We kindly ask all participants to make a note of the dates and times listed below, and to let us know as early as possible if they are unable to attend any session.

We've done our best to avoid clashes with exam periods, but if you're aware of any potential conflicts (other than the mid-June date), please do let us know as soon as feasible so we can explore possible solutions.

Date	Times	Award Level	Description	Location
TBC	Slots between 9.30am – 3.30pm	All	Introduction to Sections: BHS participants	Brecon High School
TBC	TBC	All	Introduction to Sections: non-BHS participants	Cobbles, Brecon
Sat 28 Feb & Sun 1 Mar 26	9.30am – 4.30pm	All new participants	Expedition campcraft, route planning, and navigation	Newcourt Farm
Sun 1 Mar 26	2pm – 4.30pm	Re-enrolled Silver & Gold	Practice Expedition route planning	Newcourt Farm
Sat 14 Mar 2026	10am – 4pm	Silver & Gold only	Navigation and First Aid	Erwood Craft Centre
Fri 17 – Sun 19 Apr 26	9am drop-off / 4pm pick-up	Bronze & Silver	Practice Expedition (Bronze – Sat & Sun only; Silver – all three days)	TBC

Date	Times	Award Level	Description	Location
Sat 13 Jun 26	9am – 4pm	Bronze	Qualifying Expedition route planning & navigation	TBC
Sat 13 Jun 26	9am – 11am	Silver	Qualifying Expedition route planning	TBC
Fri 26 – Sun 28 Jun 26	9am drop-off / 4pm pick-up	Bronze & Silver	Qualifying Expedition (Bronze – Sat & Sun only; Silver – all three days)	TBC
Late July / Early August 26	TBC	Gold	Practice Expedition	TBC
Late July / Early August 27	TBC	Gold	Qualifying Expedition	TBC

Financial Assistance

We understand that costs can add up, and we're here to help. While we work hard to keep expenses as low as possible, we know that financial pressures can still arise. If you find yourself in need of support, there may be grants available, and we're happy to assist you with the application process. Please don't hesitate to get in touch for more information.

Safeguarding, Health & Safety, and Grievances

The safety and wellbeing of our participants and volunteers is our highest priority. We kindly ask all parents, carers, and participants to familiarise themselves with our Safeguarding Policy, available on our website: www.breconasg.org/policies. Participants are also required to read and sign our **Code of Conduct and Declaration Form**, which outlines the behaviours and values that help us maintain a safe and respectful environment.

All Breconshire Award Scheme Group volunteers are DBS certified, follow a Volunteers Code of Conduct, and complete regular training to stay current. We carry out thorough risk assessments for all activities and aim to strike a thoughtful balance between adventurous challenge and responsible risk management.

If you have any safeguarding concerns, whether related to our programme or not, you're welcome to speak with any volunteer you feel comfortable approaching, or contact our **Designated Safeguarding Lead, Sian Barnes**. Her contact details can be found in our Safeguarding Policy. For any broader concerns about our practices, please refer to our Disciplinary and Grievance Procedure, also available at www.breconasg.org/policies.

Final Note

We hope this information sheet answers your initial questions and gives you a clear sense of what to expect. If you have any further queries, please don't hesitate to reach out, we're always happy to help. Please use the email address or the number in the footer below to WhatsApp message us, as we do not receive standard messages on this number as a matter of course.

We look forward to welcoming you and supporting you on your DofE journey.

Warm wishes,

The Breconshire Award Scheme Group Team

Empowering young people through challenge, growth, and connection.