Breconshire Award Scheme Group

Code of Conduct & Declaration Form

Participants and parents/carers, you are asked to accept these terms to join our group.

1. Personal Responsibility & Communication

i. I understand that my DofE programme is my responsibility. I will choose, arrange, and take part in activities for each Section, find suitable Supervisors and Assessors, and upload evidence to eDofE.
ii. I will check my email and WhatsApp regularly, respond promptly, and inform Leaders in advance if I'm unable to attend a meeting or event. I appreciate that non-attendance at some of the training activities will preclude me from being able to undertake the Expedition Section as scheduled.
iii. I will attend **all** scheduled activities on time, dressed appropriately, and with the required equipment.
iv. I will follow all reasonable instructions from Leaders and make every effort to catch up on any missed material.
v. I understand that if I show no progress on my DofE programme for 12 months, my eDofE account may be archived.
vi. I accept responsibility for all costs associated with my DofE programme, including enrolment, expeditions, equipment, and any expenses for the activities I have chosen for my Residential (for Gold participants only), Volunteering, Physical and Skills Sections.
vii. I will pay all required fees by the deadlines set by the Leaders and understand that the enrolment fee is non-refundable.
viii. I accept that I remain liable for any costs Breconshire Award Scheme Group incurs on my behalf, even if I'm unable to attend an event. Refunds or discounts will only be offered where this doesn't impact other participants or the Group.
ix. I understand that Breconshire Award Scheme Group is run entirely by volunteers, and I will ensure my communication with Leaders is respectful and appropriate to their voluntary roles.

2. Behaviour, Safeguarding & Respect

i. I will take part in all activities with enthusiasm and a willingness to embrace new experiences.
ii. I will treat fellow participants and volunteer Leaders with respect and kindness, regardless of gender, ethnicity, disability, sexuality, or religious beliefs.
iii. I will follow the law, respect the Countryside Code, and treat the environment with care.
iv. I will not engage in inappropriate physical, verbal, electronic, or online behaviour, including bullying, harassment, initiation rituals, or sexting.
v. I understand that consistently poor behaviour that breaches the Code of Conduct may result in me being unable to continue as a participant.
vi. I will speak to a Leader if I ever feel uncomfortable about a situation or individual. I know that our Designated Safeguarding Lead is Sian Barnes, and her contact details are available on the website.
vii. I understand that information about how Breconshire Award Scheme Group works to keep young people safe is available at www.breconasg.org/policies.

3. Data Protection

i. I understand that Breconshire Award Scheme Group stores my personal details to support my DofE programme and deliver activities, including expeditions.
ii. I understand that my details are stored securely (on paper and electronically) and are accessible only to group Leaders, for up to three years after my last involvement.
iii. I understand that Breconshire Award Scheme Group may share relevant details with The Duke of Edinburgh's Award and adult volunteers, but only the information necessary to deliver activities safely and in line with legal and policy requirements.

4. Expedition Participation & Expectations

i. I understand that participation in the Expedition Section depends on my progress in other Sections (to have completed two Sections at Bronze, and for the other levels, to have completed at least one Section) and attendance at key training sessions. If I fall behind or miss essential preparation, I may be required to defer my expedition.*
ii. I understand that any equipment loaned to me for DofE activities is valuable. I will take care of it, return it clean and dry at the agreed times and locations, and check that it's fit for purpose before use. I accept responsibility for any charges relating to late, damaged, dirty, or lost equipment.
iii. I understand that expeditions may be cancelled or postponed due to insufficient participants or Leaders. If this happens, any payments made for the affected expedition will be refunded in full.
iv. I understand that expedition dates are fixed and will not be changed to accommodate individual circumstances.
v. I understand that mobile phones on expedition are only to be used for contacting Leaders, capturing photos or video for the group's aim or GCSE PE evidence, and letting parents or guardians know I'm safe. They must not be used to post on social media.
vi. I will respect the privacy of fellow participants and avoid photographing or filming anyone who does not wish to be included.
vii. I understand that I am representing both the DofE and Breconshire Award Scheme Group in public, and I will ensure my behaviour reflects this responsibility.
viii. I understand that alcohol, cigarettes (including e-cigarettes/vapes), and drugs are strictly prohibited during DofE activities. I accept that breaching this may result in me being unable to complete my Award with Breconshire Award Scheme Group.

* Please see progress milestones in the Welcome Note.

Breconshire Award Scheme Group

Declaration and Consent for DofE

***For All Participants*:**

Code of Conduct
I agree to abide by the Code of Conduct and accept that if I breach any of the code, I may be asked to leave the group.

AND

Participant's Enrolment Declaration:
I agree to enrol as a participant on a DofE programme. I understand that I will be managing my programme using the online *e*DofE system. I acknowledge that this system has a set of terms and conditions that I agree to. These terms and conditions are available at www.eDofE.org.

Print Participant's Name	Participant's Signature	Date

***For All Parents Whose Child/Ward is Under 18 Years Old*:**

Code of Conduct
I agree to support my Child/ward to abide by the Code of Conduct and accept that if they breach any of the code, they may be asked to leave the group, or required to pay for equipment lost/broken.

AND

Consent to Enrol from Parent/Carer (if applicant is under 18 years old)
I agree to my son/daughter/ward doing a DofE programme. I note that it is my responsibility to check that any activity my son/daughter/ward undertakes for their DofE programme is appropriately managed and insured, unless the activity is directly managed or organised by their DofE group, centre or Licensed Organisation.

Print Parent/Carer Name	Parent/Carer Signature	Date

Please return this **final page** to us (scan or photo will suffice) via email (info@breconasg.org) or WhatsApp (07925 653593), ensuring you have completed the Enrolment Form (via our online enrolment form). You will then be sent a payment link to pay the enrolment fee.