

## INTEGRATED YOUTH SERVICES

<b>MEETING:</b>	Mid Area Schools Leader's Meeting
<b>DATE:</b>	16 <sup>th</sup> September 2009
<b>VENUE:</b>	Danbury Outdoor
<b>PRESENT:</b>	Ros Stafford-County DofE Manager, David Baker-Moulsham School, Elisabeth Byrd-Mid Area Co-Ordinator, Chris Davies-St. Peters, Karen Girling-Gosfield, Charlotte Kennewell-Business Support Assistant, Robin Pipe-Great Baddow High School, Shirley Sharp-King Edwards VI Grammer School
<b>APOLOGIES:</b>	Sherron Wiggins-Honywood School  Jules Butcher-Great Baddow High School, Shirley Chambers-William de Ferrers, Heather Edwards-Maltings Academy, Mike Seager-Chelmsford County High School

Summary	Action
<p><b>Introductions</b> Everyone present introduced themselves and stated in which school they organise the DofE.</p>	
<p><b>eDofE</b> eDofE went live on the 1<sup>st</sup> September, this means that the record books that were issued before will no longer be available and instead the new Welcome Packs will be used. This does not mean that everyone has to be online there will be sheets in the Welcome Packs that can be used in the same way as the log books. The paper sheets in the Welcome Packs can be signed and then scanned and uploaded onto eDofE which will be useful when young people complete their expedition or residential. There will be training available on the new eDofE system in January. We are not currently changing the order form as we are unsure what information is needed, so ordering books will continue to be</p>	<b>ALL</b>

<p>the same If you want to start using the online system please contact Charlotte.</p> <p>For those who have yet to see the system the link below shows you a demo. <a href="http://www.dofe.org/edofe/">http://www.dofe.org/edofe/</a></p>	
<p><b>Gold Presentations Marshalls and VIPs</b> There have been changes to how Adult Representatives and VIPs are invited to the Gold Presentations. Where before the young person nominated someone who helped them achieve their DofE, now there will be forms for the Leaders to fill in where they nominate people who can go. This is because people who do not help with the Gold but do a lot for Bronze and Silvers never get the chance to attend. Anyone can be nominated including volunteers, Head Teachers and Governors. It is a good PR tool and you can also ask them to be VIPs. Form to be completed and returned to Ros for Signing – NOT to Regional Office</p> <p><b>Gold DofE Achievers</b> Young People have the opportunity to attend two presentations, if they turn down the first date they will be offered a second but if they turn down the second their certificate will be sent in to post to them. With this in mind it is wise to state on the Gold Notification form if the young person is taking a gap year. Furthermore the forms are no longer asking if the young person wants to attend with someone else that has completed their Gold, they are arranging the presentation by the date they receive the forms in the regional office, so if a Gold group is very close knit, hold on to all the forms and send them in together if possible.</p>	<p><b>ALL</b></p>
<p><b>Training Needs</b></p> <p><b>Introduction to DofE</b> There is an Introduction to DofE course on 15<sup>th</sup> October at the Colchester Institute, starting at 9:30am till 3:00pm.</p> <p><b>Assessor Training</b> Assessor training is being held on 23<sup>rd</sup> and 30<sup>th</sup> November both at Great Baddow School with a 4:30pm start. This course is predominantly for leaders who have not assessed an expedition before.</p> <p><b>Memory Map Training</b> Running parallel to the Assessor Course on the 23<sup>rd</sup> will be training</p>	

<p>on Memory Map Run by Robin in the IT suite. If you wish to attend any of this training or require the fast track assessor training please contact Charlotte</p>	<p><b>ALL</b></p>
<p><b>Sharing Ideas, Best Practice, Equipment, Assessors etc etc</b> Issues and concerns were raised around Expedition Approval, Ros will discussed with Richard Forbes the problems and feedback.</p> <p><b>Recommended Companies</b> Assess Expeditions in Harlow - 01279 412400 Adventure Works - (0) 845 345 8850 Clive Marfleet, who runs first aid courses for DofE when training for Expedition -07795508839</p> <p>Dislike towards the term “co-ordinator” rather than “leader” as used by the DofE. In school system a co-ordinator is lower than leader and down plays their involvement.</p>	<p><b>Ros</b></p>
<p><b>A.O.B</b> The DEL program was discussed, information was given that schools would run there own DEL program themselves using the modular framework designed by the DofE.</p> <p>Copy of the Modular framework for the DEL training to be sent out to everyone</p>	<p><b>Ros</b></p>
<p><b>Date of Next Meeting</b></p> <p>4:30pm arrival for a 5:00pm start on Wednesday, 20<sup>th</sup> January 2010 at Great Baddow High School, Duffield Road, Great Baddow, CM2 9RZ</p> <p>Meeting Closed at 21:30pm</p>	