



Friday 2 October 2026

Dear Parent / Carer,

I would like to formally invite you to your child's awards and recognition evening to celebrate their recent achievement in either the Bronze, Silver or Gold Duke of Edinburgh's Award on:

Thursday 12 November 2026 for Bronze

Thursday 26 November 2026 for Silver and Gold.

The evenings will run from 6.00pm until approximately 7.30pm and will be a chance for photographs to be shown, stories shared, and certificates presented. There will be some refreshments available and a chance to meet with some of the staff that helped with the running of the course, especially the expedition sections. There is no cost for attendance of this event but to confirm attendance we ask that you use our ParentPay system as this will allow us to calculate numbers and confirm dietary requirements.

To ensure all certificates can be awarded, can I please ask that you assist your child in ensuring all elements of their award are completed on <https://edofe.org/> by **October 31st 2026**. This means that they will have completed:

- Each of their Volunteering, Physical and Skills sections in the time periods they require.
- They have uploaded a completed Assessor's Report for each of these sections and that the dates on the Assessor's Report match with the dates they originally inputted to the eDofE system.
- They do this at <https://edofe.org/> and either ask their assessor to complete the report in their DofE books and then upload a picture to eDofE or use the link <https://www.dofe.org/assessor/> so that assessors can upload the report directly onto the site.
- If you did not receive a welcome pack and would like to use the Assessor's Reports in that, you can download your own copy at [Welcome Packs - The Duke of Edinburgh's Award](#) or by going on to the school's Digital Learning Hub and accessing them through the DofE link.
- Do not worry about the expedition section as I will complete all elements of that.

If you would like your child and yourselves to attend the celebration evening, please log-in to ParentPay and complete your details and the number of your family attending by **November 6 2026** at the latest so that we can gauge numbers for arrangements and for catering. Please include any dietary requirements so items can be clearly labelled or omitted if necessary.

If your child wishes to tell their own story from their experience, it would be wonderful to hear from them on the evening. Equally, if they are nervous of doing so, but would like some stories to be told on their behalf, please ask them to email me at jbarrett@northleamington.co.uk. The same would be said for any photographs that they wish to share that they (and you) are happy to be shown on the evening that they feel capture the experience that they had during their time on DofE.

I look forward to seeing as many of you as possible at these events.

Yours faithfully

Mr James Barrett

DofE Coordinator

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