

## **Guidelines in respect of DofE Participants wishing to undertake their Gold Level Residential Section at Girlguiding or Scouting Camps.**

DofE Participants doing their DofE Gold are required to undertake the Residential Section. The DofE stated requirement for this Section is:

- **For your Residential section you need to undertake a shared activity or specific course with people you don't know, in a residential setting away from home and in an unfamiliar environment. Evenings are often as much a part of the experience as daytime activities.**

Full details of the Residential Section are given on the DofE website at <http://www.dofe.info/en/content/cms/doing-your-dofe/activities-sections/residential/> and <http://www.dofe.info/en/content/cms/doing-your-dofe/activities-sections/residential/residential-require/>

A number of Participants choose to carry out the Residential Section by being a member of a Service Team at a camp.

### **The following detail is provided to assist both Participants and Camp Leaders in ensuring full compliance with the requirements of the Residential Section.**

- If a Participant wishes to undertake her Gold level Residential Section as a member of the Service Team at a camp, then she must firstly consult her Unit Leader to ensure that her plans meet the requirement of the DofE Award. This consultation must be undertaken as early as possible after the announcement of the camp dates and location and certainly not less than 3 months before the start of the camp.
- If the plans are approved, the Participant must then ask the Service Team Leader for permission to carry out her DofE Gold level Residential Section as a member of the Service Team at the camp. This request must include advising the Service Team Leader of the DofE Gold level Residential Section requirements and this should include providing the Service Team Leader with details of these requirements as stated on the DofE website at <http://www.dofe.info/en/content/cms/doing-your-dofe/activities-sections/residential/> and <http://www.dofe.info/en/content/cms/doing-your-dofe/activities-sections/residential/residential-require/>

Note here that the Service Team leader may decide to ask another Leader member of the Service Team to be the focal point for DofE Participants doing their Residential with the Service Team, rather than undertaking the role herself, especially as the Service Team leader is always heavily committed to running the camp.

- After establishing contact with the Service Team Leader and obtaining permission to undertake the Residential Section of her DofE award as a member of the Service Team at the camp, the Participant must inform her Unit Leader and keep her informed as time progresses.
- The Participant must also agree with the Service Team Leader, or the Leader designated to manage the DofE Participants, the required programme of activities and also the aims that the Participant wishes to achieve whilst at the camp and on what date and at what time she must report to the Service Team Leader at the start of the camp.
- Having reported to the Service Team Leader, or the Leader designated to manage the DofE Participants, at the agreed time on the agreed date, the Participant must then follow and comply with all the instructions and directions given by the Service Team Leader or the Leader designated to manage the DofE Participants, during the 5 days of the Residential project.

- It is strongly recommended that the Participant maintains a diary (similar to the Activity Log for Volunteering, Physical or Skills available at [http://www.dofe.info/en/content/cms/leaders/resources-download/edofe\\_downloads/](http://www.dofe.info/en/content/cms/leaders/resources-download/edofe_downloads/)) detailing activities and work carried out on each of the 5 days, taking note of the guidance given on the DofE website at <http://www.dofe.info/en/content/cms/doing-your-dofe/activities-sections/residential/residential-require/> and <http://www.dofe.info/en/content/cms/doing-your-dofe/activities-sections/residential/>
- At the end of the 5 day period, the Participant must ensure that the Service Team Leader, or the Leader designated to manage the DofE Participants, completes a Residential Section Assessor Report for the Participant - this can either be done directly into the Participants DofE Handbook or via the DofE website at <http://www.dofe.info/assessor/> taking into account the guidance given at [http://www.dofe.info/en/content/cms/leaders/resources-download/edofe\\_downloads/](http://www.dofe.info/en/content/cms/leaders/resources-download/edofe_downloads/) (simple guide to adding Assessor reports online).
- The Service Team Leader, or the Leader designated to manage the DofE Participants, will debrief the Participant at the end of the 5 day period; this will include determining if and how the Participants' aims have been achieved. In turn the Participant must thank the Leader designated to manage the DofE Participants and also the Service Team Leader for allowing her to undertake her Residential Section as part of the Service Team at the camp.
- On returning home, the Participant must debrief her Unit Leader.
- And finally, the Participant must scan & upload the Residential Section Assessor Report to her eDofE account if this has been completed in the Participants DofE Handbook and also the diary or Activity log maintained during the camp.
- The Service Team Leader, the Leader designated to manage the DofE Participants and the Participant must note that to comply with the DofE rules for the Residential Section:
  - The Service Team Leader must not be a relation or the Participant's unit leader or assistant.
  - The Participant should not be accommodated with other girls who are already known to her, nor should she go back to their unit camps – Participants need to understand that 'normally' they could not do that because the unit would not be there !
  - It is however recognised that this accommodation remit may be difficult to achieve, but an effort should be made to meet this requirement if at all possible, and certainly the Participant should not be accommodated with an adult relation.
  - If there are other girls known to the Participant who are also members of the Service Team, the Participant must undertake activities that do not include these girls known to her.

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