

**Duke of Edinburgh (DofE) Award Expeditions
Guidance regarding Supervision and Approval procedures**

Procedures for checking and approving routecards and maps, and for authorising Duke of Edinburgh's Award Expeditions

- All expeditions must be recorded on ROVER Online as “Category 3A” (if in UK) or “Category 4A” (if overseas) visits.
- All Youth Support Services DofE units must have their expeditions authorised beforehand by:
 - the Expedition Supervisor's Line Manager
 - the Youth and Family Service Senior Manager
 - the LA Educational Visits Officer
- All School DofE units must have their expeditions authorised beforehand by:
 - the Headteacher
 - the Educational Visits Coordinator
 - the Governors, and
 - the LA Educational Visits Officer
 - the LA Duke of Edinburgh Award Coordinator (if applicable)
- A brief description of the expedition area and routes must be recorded on ROVER under section 8 “High risk activities and environments” – e.g. *“Based in the Wolds. Staff based at campsite near Millington. The 2 groups will follow similar routes in the Millington/Fridaythorpe/Huggate area”*.
- Maps/routecards do not need to be sent to the LA or attached to the ROVER form (although that option is available). However, there is a section of the ROVER form where the Expedition Supervisor (who is responsible for completing and submitting the form) must confirm that the routecards/maps have been checked and approved by an accredited Duke of Ed Expedition Assessor, whose details must be recorded. The Expedition Assessor who checks and approves the routecards/maps must be a different person to the Overall Supervisor, and should be appropriately qualified and experienced, and be familiar with the proposed expedition area (although not necessarily familiar with the exact routes planned).

Terms

Wild country is defined in the D of E handbook as “an area remote from habitation” (a list of recognised “wild country” areas is provided in the D of E Award handbook).

Expedition Supervisor is the adult leader who is overall in charge of the planning and supervision of an expedition, and who is primarily responsible for the safety and welfare of all expedition participants and leaders.

Assistant Supervisors are the adult leaders who assist with the planning and supervision of an expedition.

Duke of Edinburgh Accredited Expedition Assessor is defined as a competent adult who is approved by the Operating Authority, and accredited at the appropriate level through the Duke of Edinburgh's Award Expedition Assessor Accreditation Scheme.

East Riding of Yorkshire LA qualifications for Duke of Edinburgh Award expedition planning and supervision

N.B. It is not only the Expedition Supervisor's qualifications and experience that are important for the safety and welfare of participants. Supervisors and managers must decide the overall staffing levels, ratios, qualifications, and experience that are appropriate for each expedition. All the qualifications below are only valid if the leader has an appropriate and up-to-date First Aid Certificate.

Qualification/ Training/ Experience	Remit and Responsibilities
<p>Inexperienced adult assistant - with no relevant qualifications, and limited knowledge and experience</p>	<p>Able to assist with the planning and supervision of all expeditions under the direct supervision of an appropriately experienced and qualified Expedition Supervisor, but they should not be expected to operate independently or take any significant responsibility for others. (N.B. inexperienced assistants are unlikely to have the knowledge and skills to navigate on their own - especially in remote, challenging, or mountainous areas - or to deal with emergency situations. Staffing ratios for the supervision of expeditions should take this into account).</p>
<p>Experienced adult assistant - with no relevant qualifications, but extensive knowledge and experience</p>	<p>Able to assist with the planning and supervision of all expeditions under the general supervision and direction of an appropriately experienced and qualified Expedition Supervisor. They can be asked to operate independently, according to their level of competence and experience, but should be given only limited responsibilities, (N.B. the Expedition Supervisor in charge should carefully assess the experience and competence of all assistants beforehand, and the assistants should only be given appropriate responsibilities. The Expedition Supervisor should not assume that assistants have the knowledge and skills to navigate on their own - especially in remote, challenging, or mountainous areas - or to deal with emergency situations).</p>
<p>East Riding Bronze Expedition Supervisor Award (BESA) Requires logged experience (inc. assistant on at least 2 previous D of E Award expeditions) + 1 day in-house training + 1 day in-house assessment (which might be undertaken separately, or whilst the candidate is assisting with the supervision of an expedition). (N.B. This is a local accreditation award and is not formally recognised elsewhere) Leaders are also encouraged to attend the DofE award's own Expedition Supervisor's Training Course (ESTC)</p>	<p>Remit and responsibilities:</p> <ul style="list-style-type: none"> • Can be the Expedition Supervisor responsible for the training and supervision of Bronze-only groups undertaking walking expeditions in gentle, non-remote, lowland areas (e.g. areas around Raywell) in non-wild country (as described and listed in D of E Award handbook). • Can assist with training/planning/preparation of Bronze/Silver/Gold expeditions • Can assist with supervision of Bronze/Silver/Gold expeditions
<p>Basic Expedition Leader (BEL) Award (run by Sports Leaders UK) replaced in 2017/18 by: Lowland Expedition Leader (LEL) N.B. Lowland Walk Leader only covers walking, but not camping skills Leaders are also encouraged to attend the DofE award's own Expedition Supervisor's Training Course (ESTC)</p>	<p>Able to train groups to carry out day journeys and backpacking expeditions, and lead groups in "non-remote, lowland areas" and to organise base/standing camps. Remit and responsibilities as above, but in addition:</p> <ul style="list-style-type: none"> • Can be the Overall Supervisor responsible for Silver expeditions in gentle, non-remote, lowland (e.g. Millington in Yorkshire Wolds or around Castle Howard, near Malton) in non-wild country regions (as described and listed in D of E Award handbook).
<p>Lowland Leader Award (LLA) (run by Mountain Training UK) N.B. The LLA syllabus does not include "wild</p>	<p>Able to lead groups in lowland countryside, woodland, coastal paths etc. Navigation is on footpaths which don't generally stray more than 3km from access points. Remit and responsibilities as above, but in addition:</p>

Qualification/ Training/ Experience	Remit and Responsibilities
<p>camping”, so leaders should undertake additional training, such as BEL or the East Riding Bronze Expedition Supervisor Award (BESA) or the Mountain Training UK’s Expedition Skills module if they do not already have appropriate experience and knowledge of camping skills.</p> <p>Leaders are also encouraged to attend the DofE award’s own Expedition Supervisor’s Training Course (ESTC)</p>	<ul style="list-style-type: none"> • Can be the Overall Supervisor responsible for Silver expeditions in gentle, non-remote, lowland (e.g. Millington in Yorkshire Wolds or around Castle Howard, near Malton) in non-wild country regions (as described and listed in D of E Award handbook).
<p>Walking Group Leader (WGL) (run by Mountain Training UK) replaced in 2016 by: Hill and Moorland Leader (HML) N.B. The standard WGL and HML syllabus does not include “wild camping”, so leaders should undertake additional training, such as BEL or the East Riding Bronze Expedition Supervisor Award (BESA) or the Mountain Training UK’s Expedition Skills module if they do not already have appropriate experience and knowledge of camping skills.</p> <p>Leaders are also encouraged to attend the DofE award’s own Expedition Supervisor’s Training Course (ESTC)</p>	<p>Able to lead groups in open, uncultivated, non-mountainous high or remote country known as upland, moor, bog, fell, hill or down but enclosed by well-defined boundaries such as classified roads. Areas of remoteness can be easily exited in a few hours. Excludes areas where movement on steep or rocky terrain is required. May include navigation on and off paths. Groups should be able to exit their route within about three hours.</p> <p>Remit and responsibilities as above, but in addition:</p> <ul style="list-style-type: none"> • Can be the Overall Supervisor responsible for Bronze/Silver/Gold expeditions in areas of upland/moorland (normally, but not necessarily, below 600m) that are not steep/rocky/mountainous (e.g. moorland covering much of North York Moors or the Peak District or Yorkshire Dales) within “wild country” regions (as described and listed in D of E Award handbook).
<p>Summer Mountain Leader (ML) run by Mountain Training UK</p>	<p>Able to lead groups in anywhere in the UK, under summer conditions (where there is minimal risk of snow/ice)</p> <p>Responsibilities as above, but in addition:</p> <ul style="list-style-type: none"> • Can be Overall Supervisor responsible for Gold expeditions in more mountainous “wild country” regions (e.g. Snowdonia or Lake District) <p>N.B. Whilst the Summer M.L. is qualified to lead groups in mountainous terrain, all D of E expedition groups operate independently, without direct supervision. Few groups will have the necessary competence and experience to operate safely on their own in challenging mountainous terrain or in poor weather/visibility, so routes should normally be planned through, rather than over, high level mountainous terrain</p>
<p>International Mountain Leader (IML) run by Mountain Training UK</p>	<p>Able to lead groups on any mountaineering activities throughout the world, where the techniques of alpinism are not required. This excludes excursions on glaciers or permanent snowfields or on any other route where the planned use of a rope is required.</p> <p>Responsibilities as above, but in addition:</p> <ul style="list-style-type: none"> • Can be Overall Supervisor responsible for Gold expeditions in more mountainous “wild country” regions overseas (e.g. Pyrenees) <p>N.B. Whilst the International Mountain Leader is qualified to lead groups in mountainous terrain, all D of E</p>

Qualification/ Training/ Experience	Remit and Responsibilities
	<p>expedition groups operate independently, without direct supervision. Few Award groups will have the necessary competence and experience to operate safely on their own in challenging mountainous terrain or in poor weather/visibility, so routes should normally be planned through, rather than over, high level mountainous terrain</p>
<p>International Mountain Guide</p>	<p>Able to lead groups on any mountaineering activities throughout the world, including where the techniques of alpinism are required. This includes excursions on glaciers or permanent snowfields or on any other route where the planned use of a rope is required.</p> <p>Responsibilities as above, but in addition:</p> <ul style="list-style-type: none"> • Can be Overall Supervisor responsible for Gold expeditions in more mountainous “wild country” regions overseas (e.g. Pyrenees) <p>N.B. Whilst the International Mountain Guide is qualified to lead groups in mountainous terrain, all D of E expedition groups operate independently, without direct supervision. Few Award groups will have the necessary competence and experience to operate safely on their own in challenging mountainous terrain or in poor weather/visibility, so routes should normally be planned through, rather than over, high level mountainous terrain</p>

Duke of Edinburgh Award Expedition requirements

Level	Number of practice expeditions required	Expedition Duration	Min hours of planned activity per day
Bronze Practice	At least 1	2 days/1 night	At least 6 hours during the daytime (at least 3 of which must be spent journeying) For all expeditions: The time associated with overnight accommodation and catering is additional to the minimum daytime hours of planned activity
Bronze Assessment		2 days/1 night	At least 6 hours during the daytime (at least 3 of which must be spent journeying)
Silver Practice	At least 1	2 days/1 night (min) 3 days/2 nights (pref)	At least 7 hours during the daytime (at least 3.5 of which must be spent journeying)
Silver Assessment		3 days/2 nights	At least 7 hours during the daytime (at least 3.5 of which must be spent journeying)
Gold Practice	At least 1 (in similar wild country)	3 days/2 night (min) 4 days/3 nights (pref)	At least 8 hours during the daytime (at least 4 of which must be spent journeying)
Gold Assessment		4 days/3 nights	At least 8 hours during the daytime (at least 4 of which must be spent journeying)

Land Environment (walking, cycling, horse riding)

Level	Suitable terrain (inc. height limits)	Typical examples	Issues to consider
Bronze	Normal rural countryside which can be familiar to the participants	Lowland countryside found locally in much of East Riding or North Lincs e.g. lowland around Beverley/Market Weighton, Yorkshire Wolds	Keep to obvious, clear pathways, with straightforward navigation. Avoid walking along or crossing roads, where possible. Train participants to walk safely along roads, if necessary. Avoid routes alongside hazardous rivers/canals/sea cliffs. Avoid routes near quarries. Avoid towns, but small villages and hamlets acceptable.
Silver	Normal rural, open countryside or forest, which is unfamiliar to the participants – and more demanding than Bronze level.	Gentle, rolling countryside and hills – but not across remote areas (far from habitation) e.g. North York Moors, Peak District, Yorkshire Dales	As above, plus: Check routes through forests carefully beforehand - tracks may change, and sections might be closed for forestry work. Navigation and supervision can be difficult in forested areas. Beware quarries, mines and tunnels.
Gold	Wild country (“remote from habitation”) which is unfamiliar to participants – and more demanding than Silver level. Can include remote estuaries, marshes, fens and coastal areas with emphasis more on exploration.	Remote and uninhabited areas – not necessarily in high, steep, or mountainous areas. Emphasis on travelling through/across remote areas rather than over high mountains (solitude rather than altitude) e.g. North Wales, Snowdonia, Lake District	As above, plus: Ensure bad weather alternative available – groups may have little experience of navigating in and dealing with difficult mountain weather Beware cliffs, exposed ridges, steep and rocky slopes. Beware quarries, mines and tunnels.