



The Robert Carre Trust
Northgate Sleaford Lincolnshire NG34 7DD

10 October 2017

MW/JB

Dear Parent/Carer

Duke of Edinburgh Award Celebration Evening

As your child is currently registered for the Duke of Edinburgh Award and has either already completed or is nearing completion of the level of the Award on which they have been working, I am pleased to inform you that we will be holding a Celebration Evening on Tuesday 14 November 2017 at 7pm in the KSHS Main Hall and Dining Room. This evening of Celebration is intended for all those who have completed any level of the Award by this date.

You can see at a glance on eDofE if you have finished your Award as it will show a green tick with an Award Completed date. If you log in and this is not the case then please note that I will be working and available to assist you between now and 31 October (the deadline allowing time to complete and verify the award and print the certificates)!

I am hoping this invitation will spur your child on to complete their Award in the very near future, enabling them to receive their Certificates and Badges at this special Event. Some participants may be receiving both Bronze and Silver or, indeed, Silver and Gold Awards at this event. If you have completed any level and wish to enrol for the next then now is the time to do so (please find attached the registration forms).

The format of this Celebration Evening will be a welcome, guest speaker, presentations of Certificates, photographs (and possibly some of the groups delivering their experiences to the audience). Following the formalities there will be an opportunity to share some light refreshments and chat to other participants who have completed their Award; along with supervisors, assessors and staff who support this fantastic Award.

If you and your child wish to attend this Celebration Evening and they have completed their Award please complete the slip below detailing the number of guests who will be attending and return it to Reception at either school by **31 October 2017**. You can also RSVP directly to me via email dofe@robertcarretrust.uk. *It is important to RSVP as this will save waste and ensure your certificate and badge will be there for you to collect on the evening.*

I look forward to sharing your child's success at this Celebration Evening; they should be very proud of their achievements.

Yours faithfully

Mrs M Walker
D of E Co-ordinator

Please return to: Mrs M Walker, D of E Co-ordinator, Robert Carre Trust by 31 October

Duke of Edinburgh Award Celebration Evening

I _____ will / will not be attending the Celebration Evening on Tuesday 14 November 2017 at 7pm in the Main School Hall and Dining Room at KSHS.

I will be bringing (number) _____ guests with me to the event.