



**Ramsey Grammar School**  
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**Re: Duke of Edinburgh Award – Incomplete Awards**

Dear Parents/Carers

I hope this letter finds you all safe and well.

This letter is to those parents whose child may have any unfinished Duke of Edinburgh Awards. At this time of year we look through the awards that still need to be completed prior to the start of what is looking like another busy year for the DoE Team at RGS. We would be very grateful if you could chase up your son/daughter to add any evidence or Assessor Reports to their edoe account. If they are struggling to access their account please ask them to email [RGSenquiries@sch.im](mailto:RGSenquiries@sch.im) (using 'Re: DoE login' as the subject title) and I will help them reset their passwords, allowing them to then add their reports and evidence. This will enable them to receive their pin badge and certificate.

We have recently taken on our own Duke of Edinburgh Awards Organisation License at RGS , so if your child would like to move to the next award please ask them to contact us and we will send the information to you via email. The payment can be made via the RGS Parent Pay app.

If you need any further information or have any questions please don't hesitate to contact the DoE team via [RGSenquiries@sch.im](mailto:RGSenquiries@sch.im) using 'Re: DoE Awards' as the subject title'.

Kind Regards

pp Paul Skillan  
Assistant Manager & Administrator RGS DoE Team