



Cuffley



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of

Your Gold Duke of
Edinburgh residential
starts here...



Discover a Gold Duke of Edinburgh residential at Cuffley Active Learning Centre

As a Duke of Edinburgh Approved Activity Provider, we can't wait for you to discover our exceptional centre and benefit from the support of experienced instructors, helping you succeed on your DofE residential! Our DofE residentials are designed to be fun, challenging and confidence-boosting, offering five days of exciting adventure.

From outdoor adventures to hands-on skill sessions, you'll push your limits, grow your independence and work side-by-side with other young adults and make new friends. Our high-quality Duke of Edinburgh residentials are designed for 16 to 25 year olds, to inspire, empower and elevate your journey to Gold!

Contents

This pack contains all you need to know ahead of your Gold Duke of Edinburgh residential

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"I stayed at Cuffley for 5 days for my gold Duke of Edinburgh residential and I had an amazing time. From day 1, the staff were friendly and helpful... The activities were really fun. There was a range of activities from more active ones like climbing and a vertical obstacle course to calmer ones such as fire building and a walk through the woods... If you are thinking of staying at Cuffley for your residential, I would 100% recommend as there was not a moment that was bad. Thank you for such a nice time!"

Anna, Gold DofE Student



Our adventures start with safety

Your safety is our top priority, and we are proud to deliver the highest standards of health, safety and care. From the moment you arrive, you'll be in safe hands.

Our dedicated centre team are experienced and fully trained, with a strong focus on safeguarding, supervision and wellbeing. We reduce risk to the lowest reasonable level at all times; all staff are Enhanced DBS checked and our recruitment is in line with Keeping Children Safe In Education 2025.

Every Active Learning Centre has dedicated Designated Safeguarding Lead, and all staff undergo safeguarding training, and qualified first aiders are on hand at all times. With robust safety procedures and qualified, experienced staff in place, you can be assured that your wellbeing is our priority from the moment you arrive.

We internally audit our compliance practices to ensure our processes are diligent and effective. We ensure our practices are benchmarked wherever possible and have been externally audited as compliant to the safety and quality management schemes shown below.

We are also proud to have been awarded the LOTC Quality Badge; a recognition of our commitment to high standards of safety and educational quality. The OEAP strongly recommends that schools choose providers who hold the LOTC Quality Badge, so you can be confident you are travelling to an organisation you can trust.

Click the buttons below to read our policies

[Health & Safety Policy](#)

[Safeguarding Policy](#)





Cuffley is our woodland centre, offering an immersive experience in a biodiversity rich environment. Offering a wide range of activities, from up near the treetops on our High Ropes to practicing that perfect shot with our Target Sports, there is something here for everyone.

Cuffley Active Learning Centre is tucked away in the beautiful Hertfordshire woodlands, boasting over 96 acres of SSSI woodland with ancient Hornbeam's at every turn! Here you get to put your teamwork, leadership and communication skills to the test, face new challenges and create amazing memories.

Accommodation

Whilst at Cuffley you will stay in either our Pod Village or Landpod Village, both complete with a central open yurt for cosy fireside evenings. Every pod is fitted with electric power and heating, and bedding is provided throughout, plus dedicated toilets and showers are available. Our Pods accommodate up to 4 participants each, and our Landpods accommodate up to 8 participants each.



Cuffley kit list

To help you pack for your Duke of Edinburgh residential, we've put together a recommended kit list below.

- ☐ A bag or suitcase to carry all of your kit (please no bin bags)
- ☐ 5-6 T-shirts/long sleeve tops
- ☐ 3-4 Warm jumpers/fleeces
- ☐ 6-8 Pairs of socks (inc. some suitable for wearing boots/wellies)
- ☐ Woolly hat and gloves (weather dependant)
- ☐ Waterproof jacket and trousers
- ☐ Reusable drink bottle (at least 1 litre)
- ☐ Wash bag with personal hygiene items (no aerosols please)
- ☐ 2 plastic carrier/bin bags for dirty clothes
- ☐ 1 small rucksack for daily use
- ☐ 3-5 Joggers/leggings/trousers (no jeans please)
- ☐ 6-8 Sets of underwear
- ☐ Nightwear - pyjamas etc.
- ☐ Shoes (inc. outdoor trainers, hiking boots), plus wellies if the weather is looking to be wet
- ☐ Towel
- ☐ Sun cream and hat (weather dependant)
- ☐ Any medication you take such as an inhaler (please make sure it has your name on it)

Optional items to pack

- ☐ Torch - useful for reading at bedtime
- ☐ Cameras - ensure waterproof and inexpensive (disposable cameras are best)
- ☐ A book
- ☐ Wellies - if the weather is looking wet



Sample itinerary

Below is an example itinerary of your residential at Cuffley. Activities will be dependent on; the weather conditions, abilities of the group and needs of the course. The activities include;

- Climbing
- High ropes
- Zip wire
- Bushcraft skills
- Scenario S.O.S
- Laser tag
- Hiking
- Target sports
- Orienteering and much more...

Evening activities are aimed at getting to know one another, having fun and a wind down after a day of busy activities.

Monday

ARRIVAL &
MEET THE TEAM

LUNCH

ACTIVITY

ACTIVITY

DINNER

EVENING ACTIVITY

LIGHTS OUT

Tuesday

BREAKFAST

ACTIVITY

LUNCH

ACTIVITY

ACTIVITY

DINNER

EVENING ACTIVITY

LIGHTS OUT

Wednesday

BREAKFAST

ACTIVITY

LUNCH

ACTIVITY

ACTIVITY

DINNER

EVENING ACTIVITY

LIGHTS OUT

Thursday

BREAKFAST

ACTIVITY

LUNCH

ACTIVITY

ACTIVITY

DINNER

EVENING ACTIVITY

LIGHTS OUT

Friday

BREAKFAST &
PACK BAGS

ACTIVITY

LUNCH

ACTIVITY

DEPARTURE





Code of conduct

In the interest of all participants, our code of conduct must be adhered to and our staff reserve the right to remove any participants found not to be compliant. Throughout the course I agree to;

- Treat everyone with respect regardless of gender, ethnicity, disability, sexuality or religious beliefs.
- Listen to instructions given by the staff, instructors, supervisors or assessors and follow them whether I immediately agree with them or not.
- Conduct myself courteously towards all members of staff, instructors, other group members and members of the public.
- Look after my belongings and not expect others to be responsible for them.
- Wear all the appropriate safety equipment/clothing I am given for the residential.
- Not damage equipment through carelessness. I accept that I will have to pay for such loss or damage at replacement cost.
- Not consume any alcohol or drugs during the programme.
- Not bring any weapons on me and will not bring/purchase any items that would be deemed inappropriate.
- Be responsible enough to ensure there is no noise after 10.30 pm, or any earlier time as requested by the staff.
- Attend activities on time with the correct clothing and equipment.
- Only use my mobile phone during the social time and that it must not be present at meal times or during activities.
- Not have any inappropriate physical, verbal, electronic or online contact with others.
- Not enter other participants' private space (e.g. bedrooms) or have any sexual contact with other people on the course.
- Respect the environment and use the bins provided, plus not drop litter in any of the environments we encounter.



Frequently asked questions

What is the age requirement to go on a Gold Duke of Edinburgh trip?

Participants must be between 16 and 25 years old to take part.

Can food intolerances be catered for?

During the booking process we will ask for details about any dietary requirements you have and then pass that information to our team. If you do have any particular concerns please get in touch.

How many participants are in each DofE group?

Participants will be in groups of up to 10 with each group having an instructor. The instructor will stay with their group for the duration of the activities.

What happens if weather is bad?

Our centres run tailor made courses adhering to the conditions and choosing the most appropriate activity each day. Our centres also provide any relevant kit for their activities (i.e. waterproofs, wetsuits and safety kit).

Can I bring electrical devices?

It is your choice to bring mobile phones and any other devices however please note that our centres are not responsible for the devices if lost or damaged and we kindly request that young people do not bring mobile phones out on activities and in meal areas, due to safety reasons and damage protection, but also for the benefits of time away from a screen and embracing the activities. All of our staff carry phones for safety reasons.

Do you provide bedding?

Yes all of our centres provide bedding for your trip.

What equipment do you provide?

We have all the specialist equipment that you will need for our courses, plus all equipment is inspected, cleaned and serviced regularly to maintain the highest standards of safety.

Can I bring my phone?

Upon arrival, participants will be asked to sign the code of conduct to confirm that they will abide by our DofE phone policy in which they are not allowed to take on activities, have at meal times or any planned time. We also encourage social time phone use to be minimal.

Do you provide insurance?

We have our own comprehensive public liability insurance to cover you once you arrive at our centres.

What are your first aid procedures?

All of our instructors are first aid trained and in an emergency, the Centre Team will assist with transportation to the nearest A&E department.

What are your health and safety procedures?

We set and adhere to detailed Health & Safety policies and complete extensive risk assessments on all aspects of our operations, which are monitored and regularly reviewed. All programmes comply with Local Authority safety guidelines and all activity equipment is regularly inspected and used for its intended purpose.

Food is procured from reputable sources and stored safely, plus our food hygiene is controlled by trained staff, and our kitchens are also inspected by The Food Standards Agency.

Comprehensive first aid kits are nearby on all courses and any incidents are managed through a detailed incident, emergency, and communication plan.

Can my friends also join the trip?

Yes, up to 50% of your group can be made up of people you already know, so feel free to encourage friends to sign up together.

What time does the course start and finish?

The course begins at midday on Monday and this is when we run through the initial safety briefing, fire drill, and induction - all important steps to help you feel settled and prepared for the week ahead. Arrivals are welcome from 11:30am. The course finishes at approximately 3pm on Friday.

How do I get to the centre?

You can travel by car or public transport:

- By car: If you're under 18 and travelling using your own transport, you'll need to provide the centre with signed consent from a parent or guardian in advance.
- By public transport: Please contact the centre directly before booking to confirm pick-up availability.

How will rooms be allocated?

Rooms are allocated based on age and gender.

Is there a medical form to fill in ahead of the trip?

Yes, you must complete the medical/consent form as part of the booking process. On this form, you'll need to provide a contactable email address and phone number.

I live abroad, can I still participate?

Yes. If you're joining from overseas, please contact your DofE provider beforehand to obtain your DofE number, which you'll need to give to the centre for your assessor reports.





Welcome to


Cuffley
an Active Learning Centre 

reception



DofE

Contact us today to find out more

dofe@activelearningcentres.co.uk | 01235 467 304

Follow us @activelearningcentres