



The Ron Beddoes Outdoor Centre

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Information Pack

This information pack will help you with making a booking and organising your visit; please do not hesitate to contact us if you need any further information.

Dukes Barn is situated on the southern edge of the Peak District National Park close to Matlock, Chesterfield and Buxton. Dukes Barn is an imaginatively converted 18th century barn in the peaceful village of Beeley on the Chatsworth Estate; with a comfortable, friendly atmosphere it provides a stimulating learning environment.

Dukes Barn provides a safe and adventurous environment in which people of all ages and abilities can experience:

- Exciting activities
- Learning new skills
- Meeting personal challenges
- Developing an awareness of the needs of others
- Gaining a wider appreciation of the natural environment

At Dukes Barn qualified experience staff offer:

- Fully catered residential courses throughout the year
- Day courses for groups visiting the area
- Courses planned with you to meet your needs
- Specialist equipment for all activities
- Challenging adventures for deaf and disabled people

For more information and pictures from around the centre please visit our web site at

www.dukesbarn.org

Pre-course visits are always welcome and advised, please contact the centre to make an appointment.



Activities

We will develop a program of activities that are appropriate to the needs of each group. A discussion on a pre course visit or by phone offers the opportunity to consult with course leaders and design a course that will be enjoyable, challenging and achievable. Elements of education are threaded into the adventures to provide an informal yet informative outing. This summary of activities gives an idea of what is available:

Hill Walking

The Peak District is famous for its gritstone moorland and picturesque limestone dales, which are perfect hill walking landscapes.

Knowledgeable instructors offer the opportunity to learn about the natural history/geology and ecology of the National Park and a chance to improve on map reading skills. Full days out usually mean a short journey to the upland moors of the Dark Peak. Half days out will be closer to Dukes Barn, choosing from a range of popular scenic walking areas.

Navigation Skills

Navigating is fun! Training is pitched at a level to suit the individual. Visitors can learn the basics, or develop their map and compass skills working with experienced instructors visiting some of the more remote and interesting parts of the Peak District upland.

Stream Walking

Stream walking is a popular activity with children. It is a fun activity. Groups follow a stream valley, scrambling over rocks and boulders, splashing through pools getting wet and meeting fun challenges set by the Instructors along the way.

Rock Hopping / Rock Scrambling

This is an ideal introduction to mountain activities, involving a mixture of all the skills utilised in walking, climbing and caving. These very active sessions are an ideal day out for young energetic groups but can also be an excellent activity for people with learning disabilities.

Abseiling

An exciting buzz, very popular with most groups, abseiling is a great personal challenge for many people.

Rock Climbing

Dukes Barn is a short drive from many of Britain's most famous Gritstone crags. Enthusiastic instructors will provide active introductory sessions progressing through movement skills and basic rope work to build self confidence in a safe and exhilarating environment. We recommend groups give a full day to this activity.

Anyone just starting the sport or wanting to progress from climbing on indoor walls to climbing independently outside can learn the necessary techniques with skilled experienced mountaineering Instructors.

Our indoor climbing wall offers an opportunity to practice skills before venturing outside and also provides a poor weather climbing alternative.

Active climbers can improve their level of skill and expertise on improvised rescue and multi pitch climbing courses or may wish to complete Single Pitch Award training and / or assessment.

We also offer MLTB/BMC accredited disability awareness training for instructors.



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Orienteering

We offer a range of orienteering for all abilities. Map reading skills can be developed through orienteering. A range of local courses are available to suit all ages and abilities. People are often enthused by the competitive element of orienteering and it serves as a fun way of learning new skills. Photo orienteering or courses involving answering questions on the local environment provide suitable alternatives for people of different abilities.

Caving

Caving offers a very powerful group experience. Introductory caving sessions can be full or half days. A typical half day will involve up to two and a half hours underground, experiencing these unique exciting environments. Groups of secondary age and above may wish to consider a full days' caving. This will normally involve venturing down a classic vertical system involving abseiling and ladder climbing techniques. Elements of technical training can be done at the Dukes Barn climbing wall, before going underground. Advanced caver training is available including pitch rigging, vertical self rescue and local leader accreditation courses.

Canoeing

We have a range of Kayaks and Open Canoes suitable for people of all ages and abilities. Our canoes are stable fun boats, ideal for disabled people to experience both flat, and white water canoeing. A local canal and picturesque lake provide a perfect environment for novices to enjoy a session on flat water, learning basic skills and playing fun games to build confidence. River trips are possible for groups with a little more experience. British Canoe Union Star Awards and Coaching courses are also available.

Improvised Raft Building.

An ideal team building or corporate event, building rafts from planks and barrels challenges the inventive mind and practical hands. Good teamwork is essential to build and sail these craft.

Ropes Course and Problem Solving

Dukes Barn's low level ropes courses offer challenging venues for problem solving and team challenges. The wheelchair accessible ramp system means that people of different abilities can work together and have fun.

Special visits as follows:-

Please note the following off site visits must be booked in good time and there is an additional charge for these visits.

Off road cycling at Parsley Hay or Fairholmes
Horse/pony riding at Matlock Farm Park
Chestnut Otter & Owl Sanctuary at Chapel
Heights of Abraham & cable car at Matlock
Pooles Cavern in Buxton
Speedwell and others caves in Castleton
Swimming, cinema or bowling

Registered Charity No: 1081656



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Guidance Notes for Group Leaders

1. Consider the purpose of your visit.
Contact Dukes Barn by phone or arrange a visit to discuss a suitable programme. Programmes are kept flexible to allow for varying weather conditions.
2. Check transport arrangements.
Dukes Barn has 3 minibuses, depending on the number in your group more transport may be needed to make the most of your stay. Suitable minibuses can be hired locally, but the cost of additional transport is the responsibility of the visiting group.
3. Check that your group is properly equipped.
Dukes Barn will send a clothing list. We provide all specialist equipment. We also provide all bed linen, but not towels.
4. The parents of all participants under the age of 18 must complete a **Consent Form**, which includes medical information. People over 18, including all staff, should complete a **Consent Form**. These forms, including the summary sheet, must be received by Dukes Barn at least 1 week before your visit. Please ensure the centre is informed of any physical, medical or behavioral condition that may affect the individual or other member's participation in the course.
5. In the event of an emergency relatives can contact course members via the payphone or can leave a message in the office. The payphone number is 01629 733 041.
6. Dukes Barn has a public liability policy covering all participants during activity sessions. It is advisable to check the existing personal accident cover of your group. You may need to extend your policy to cover the course in case of accidents when your groups are independent e.g. traveling to and from the centre, evening activities. Many LEA's have such policies
7. Three weeks before the start of the course, contact Dukes Barn to confirm group numbers and any specialist dietary requirements, time of arrival/ departure, etc.
8. A final invoice will be sent to you which must be paid before or on arrival.

Dukes Barn cannot refund if the numbers fall below the places booked



Responsibilities of Staff/Group Leaders

Staying at Dukes barn you are responsible for your party in the evenings and during the night. Dukes Barn staff will not be in the Centre, but a member of staff will be on call who can be contacted in an emergency.

1. A Visiting Staff Handbook will be given to you containing copies of fire procedures, emergency procedures, Centre rules and other relevant information.
Please make sure you are familiar with these documents and complete any necessary forms.
2. As part of fire precautions please ensure that all electrical equipment is switched off at night.
Mobile phones etc should not be left unattended when on charge at any time, especially not at night time. Please ask centre staff to charge these for you during the day.
3. Again as part of fire precautions, ensure all doorways and passages remain free of obstruction at all times.
4. You will need to plan a programme for the evenings; Dukes Barn staff can offer advice on this. Evening activity sessions or talks can be arranged, but do have an additional charge. Young people staying at Dukes Barn will need to be appropriately occupied and adequately supervised.
5. The tuck shop is situated in the T.V room, you will be given the key and you can open it at a time convenient to you.
6. If your group leaves the building in the evening please ensure the building is left secure and you have taken the front door key.
Please consider the village residents and keep the Centre quiet between the hours of 11pm and 7am.
7. Last thing at night please ensure that all unnecessary lights are turned off and all external doors are locked.
8. On the morning of your last day group members are expected to strip their beds, pack bags and leave the dormitories tidy. Before you leave, check that no property has been left at the Centre. Dukes Barn is not responsible for the return of any property.



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Safety at Dukes Barn

Safety is always a high priority and great care is taken to safeguard the health and safety of all people who stay at Dukes Barn or participating in activities.

Dukes Barn staff have gone through a risk assessment process to identify and control hazards, both those within the building and those associated with the activities. Precautions are taken to minimize all risks and, where statutory regulations exist, they are met.

Further information about Dukes Barn's safety policies are available upon request.

Activity sessions

Dukes Barn is registered with The Adventure Activities Licensing Authority as licensed to provide specified activities under the following headings(s):

*Climbing
Caving
Trekking
Water sports*

License details can be confirmed by calling The Licensing Authority. Tel: 029 2075 5715 or on their web site at www.hse.gov.uk/aala

The most important element in our safety policy is the quality of our staff. We only use instructors who hold the relevant National Governing Body qualifications and a current First Aid certificate and all staff are highly skilled and experienced.

An activity session at Dukes Barn will be a safe, exciting adventure.

Insurance

Dukes Barn has a policy with Jardine Lloyd Thompson UK Limited, which provides liability cover of £10 million. Copies of the Dukes Barn's policy are available upon request.

Dukes Barn does not provide personal accident cover. All groups are strongly advised to take out group travel policies, these are usually easy to arrange through their organisations existing insurance companies.



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Qualifications of Dukes Barn Instructors

Phil Booth – Head of Centre

Mountain Instructor Certificate	Provider for MLTE training and assessment courses (ML, WGL, SPA) B.A (Hons) PGC (Education)
B.C.U. Coach (level 3) For kayak, canoe and sea	Provider for BCU training and assessment courses
LCMLA (level 2)	First Aid at Work-Rescue Emergency care Disability Awareness endorsement British Orienteering Federation Instructor

Graham Jones – Deputy Head

MLTE Mountain Leader Award (summer)
MLTE Single Pitch Award
NCA CIC Cave Instructors Certificate
BCU Level1 Paddle sports
High Peak First Aid – Wilderness First Aid
MLTE/AFA Disability Awareness

Freelance Instructors

Dukes Barn draws upon the services of other local freelance instructors to work on many of its courses. They are selected for their suitability to work with the specific group involved. The minimum qualifications we require for instructing the following activities are:

Hill Walking	Walking Group Leader Award or Mountain Leader Award (summer)
Rock Climbing	Single Pitch Award
Abseiling	Single Pitch Award
Canoeing	BCU Coach Level 1/2
Caving	Local Cave Leader Award (relevant to the cave trip)

Assistant instructors working on any course will have relevant experience and will have received appropriate training.

All staff working at Dukes Barn will hold a current First Aid qualification and have been CRB checked.



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Arrival information

- Turn right off the B6012 Rowsley – Chatsworth road into Beeley Village
- Turn immediately left (the Devonshire Arms is now on your right)
PARK AT DEVONSHIRE ARMS PUB IF ARRIVING IN LARGE COACH (SEE NOTE BELOW*)**
- Go up the short hill to an island with a large tree at its centre
- Bear right at the island
- Turn into the first driveway on the left (approx. 50m)
- Drive slowly through the archway and park

*** PLEASE NOTE:

If arriving by coach there is no turning spaces at Dukes Barn please take the following steps

If your party intends arriving in a large coach please park at 'The Devonshire Arms' public house car park and walk your group up to Dukes Barn from there – Please contact Dukes Barn upon arrival and your baggage will be collected.

School staff could you please advise your coach driver of the following;

Dukes Barn has a long term arrangement with the Devonshire Arms Pub for a waiting period of no longer than 1/2 an hour.

Please be considerate to this establishment



Kit List

Please bring a packed lunch for the first day at the barn.

(If a weekend course there is no need to bring packed lunch, they will be provided)

1. A pair of trainers for wearing outside on activities.
2. An old pair of trainers for canoeing.
3. Wellington boots and walking boots (*if you have them*)
4. Waterproof coat and over trousers (*if you have them*)
Please note that Dukes Barn has a stock of waterproof and rucksacks for people to use during their stay.
5. Several pair of trousers, track suit type clothing is ideal (jeans are not suitable for activity sessions).
6. T-shirts, one for every day AND a swimming costume for wet activities.
7. At least three jumpers, fleeces or sweatshirts.
8. A minimum of 2 pairs of socks per day which cover the ankles. In addition a long thick pair of socks for wearing with wellingtons.
9. Slippers and underwear.
10. Towels, wash bag, soap, toothbrush, comb etc.
11. A warm short length coat, gloves and a warm hat.
12. Sun-tan lotion and sun hat (*April to September*)
13. Other things that you may wish to bring are CD's, tapes, games, camera and torch.
Please note that Dukes Barn cannot be held responsible for the safety of expensive belongings.
14. A Maximum of £10 spends (10 x £1 coins) for the on site Tuck Shop; Items for sale are drinks, sweets, water bottles, gifts, postcards and stamps.
15. Please bring a drinks bottle for use during the activities (***Please label with your Child's Name***)

Labeling Items

All clothing including footwear should be clearly labelled with your name, packed where possible into a single bag or rucksack. The bag must also be labelled with your name and the name of the school or group. Dukes Barn will be happy to return any lost property upon receipt of postage and packaging, marked clearly with your return name and address.

Finally please remember to take all belongings home with you!



Dormitory allocation Group Name: _____ Date: _____

Red dormitory - Downstairs Wheelchair accessible (4 x bunks & 3 x singles)	
1	
2	
3	
4	
5	
6	
7	
8	
9	
10	
11	
Red Staff Room (2 x singles)	
1	
2	

Blue dormitory - Downstairs Wheelchair accessible (4 x bunks & 3 x singles)	
1	
2	
3	
4	
5	
6	
7	
8	
9	
10	
11	
Blue staff room (1 x bunk)	
1	
2	

Green dormitory - upstairs Not wheelchair accessible (4 x bunks)	
1	
2	
3	
4	
5	
6	
7	
8	

Pink dormitory - upstairs Not wheelchair accessible (3 x bunks)	
1	
2	
3	
4	
5	
6	

Green Staff Bedroom (1 x single)	
1	

Green Staff Bedroom (1 x single)	
1	

Please enter names of visiting staff and date of Visit	

Orange dormitory – Downstairs (2 x bunks)	
1	
2	
3	
4	



Booking form

Please complete as much information as possible

Organisation: _____

Address: _____

Invoice Address (if different from above): _____

Daytime Tel No: _____ **Fax Number:** _____

Evening Tel No: _____ **Mobile No:** _____

E-mail: _____

Proposed Dates: _____ **No: of nights:** _____

Please advise Time of arrival

No. of children **Male:** _____ **Female:** _____ **Age:** _____

No. of staff /adults **Male:** _____ **Female:** _____

Mode of transport: Minibus/coach/cars If minibus? Is it availability during stay: Yes/No

Brief description of group/special needs etc: _____

Type of programme required/special requests:

I agree for my group to participate in any adventurous activities that are part of their Dukes Barn course. I understand that, although potentially hazardous, these activities will be led by experienced instructors who hold the relevant qualifications and who will maintain a high level of safety throughout the activities. I acknowledge the need for responsible behaviour and that the instructor's word is final on all matters of safety.

I have read and agree to the conditions of booking.

Signature: _____	Name: _____
Date: _____	



DUKES BARN

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Booking Conditions

1. Check the availability of dates required with Dukes Barn, who will then make a provisional booking.
2. Return and sign Dukes Barn completed booking form as soon as possible with the approximate number of students who will be attending.
3. A first invoice for the **non-returnable deposit of £200.00** will be issued, upon receipt of your deposit your booking will be confirmed.
4. ***Day courses will be required to pay the full amount prior to commencement of course.***
5. Eight weeks prior to the start of the course, we will contact you to confirm numbers and genders. A second invoice for **non-returnable deposit of £40.00 per student** will be issued (unless agreed otherwise) this should be paid as soon as possible. This should give your organisation a commitment from both students and parents and will enable Dukes Barn to staff your course appropriately.
6. Four weeks prior to the start of the course, we will contact you for final numbers, special dietary requirements, and expected time of arrival and departure. A final invoice will be issued based on confirmed numbers, payable on or before arrival.

Conditions of Cancellation

1. In the event of cancellation by Dukes Barn, all fees paid in advance will be returned.
2. In the event of the organisation cancelling the booking, the initial deposit will not be refunded.
3. In the event of cancellation less than eight weeks prior to the course date the non-returnable deposit of £40 per student will need to be paid.
4. Less than one month before the course – full course fee.
5. Residential courses should have a minimum staff ratio 1:10 and to ideally have staff of both genders.
6. Should a child cancel due to sickness. Please send in copy of sick note in order for Dukes Barn to refund.



Consent form

This form must be completed by the parent or guardian of any person under the age of 18 or by the participant if over 18 before they may participate in any activities organised by Dukes Barn.
All information contained in this form will be treated as confidential

Organisation/School/Group					
Date of visit		From:		To:	
Participants First Name:			Last name:		
Date of Birth		Age		Gender	Male / Female
Address:					
Parent/Guardian name:					
Home ☎		Work ☎		Mobile ☎	
Emergency Contact Details					
Full Name					
Home ☎		Work ☎		Mobile ☎	
MEDICAL					
Below are full details of any illness, medical condition or special need that may affect participation in activities including medication and special dietary requirements. I undertake to inform the group organiser/Dukes Barn as soon as possible of any changes in medical circumstances between the date signed and commencement of the visit.					
Tick if continued overleaf <input type="checkbox"/>					
Doctors Name:				Doctors ☎	
Doctors address:					
Declaration					
I agree to (me)*(my child)* _____ (Name) receiving emergency medical treatment, including anesthetic considered necessary by medical authorities present.					
I agree to (me)*(my child)*participating in adventurous activities. I understand that although potentially hazardous, an instructor who holds the relevant awards or qualifications will supervise these activities and will maintain a high level of safety throughout the activities. I acknowledge the need for responsible behavior and that the instructor's word is final on all matters of safety.* Delete as applicable					
Signature of Parent/ Guardian or participant if over 18					
PHOTOGRAPHS					
Sometimes, during the course of activities at Dukes Barn, pictures are taken of young people enjoying themselves. These may be used for our own publicity purposes, for example on static displays, website, information leaflets or annual reports. If you have no objection to photographs being used in this way, please let us know by signing below. You can be assured we would never consider making use of a picture, which might cause embarrassment.					
Signature of Parent/ Guardian or participant if over 18					



Price 2010

Residential Activity Courses - per person/per night Jan - Dec

Primary schools and Special Schools	£65.00
Special schools	£65.00
Secondary schools	£71.00
School staff (1 staff place free with every 8 children)	£65.00
Adult groups	£82.00

Minimum Charge

The prices stated are based on a minimum number of 20 persons or alternatively £1300 per night and a minimum stay of 2 nights.

Split Weeks

Split weeks – An additional cost of £200 will be charged for split weeks to facilitate change over days.

Extra Instructors

An additional cost of £120 will be charged per day per instructor for courses that require extra staffing.

Prices include breakfast, packed lunch and evening meal, Two sessions of instructed activity per day, morning and afternoon and all specialist equipment, including waterproofs and wellingtons, transport to and from the activity sites.

Evening activities by special arrangement.

Tourist Special Attractions Additional costs for cycling, horse riding or off site tourist trips required. (see information pack for details)

Please ensure you bring sufficient funds with you to pay for these tourist trips.

Residential without Activities - per person per night

Fully catered (minimum charge of £1000 per night) £46.50

Prices incl: accommodation, bed linen, breakfast, packed lunch and evening meal.

Self catering (minimum charge of £600 per night) £23.00

Prices inc: accommodation and linen only.

Additional costs of £200 for hire of centre per booking.

A holding deposit of £200 will apply for self catering courses for any damages, to be returned on completion of course.

Day courses – price per group of (8) per day

Prices include instructor and all specialist equipment. Group to provide own transport.

Special Needs Group	£220
School Group (2 activities per day)	£270 (add £34.00 per person thereafter)
Adult Group (2 activities per day)	£300 (add £37.50 “ “ “)
Team Building Events (special programme)	£400 (add £50.00 “ “ “)

Prices include instructor and all specialist equipment. Group to provide own transport.