# ASSESSOR REPORT

## SUPPORT AND GUIDANCE

There are two ways to submit Assessor reports: firstly you can complete the sectional Assessor's Report Card, found in a participant's Welcome Pack. Alternatively you can add your report directly into the participant's eDofE account from www.DofE.org/assessor. (see Adding Reports PDF)

All you need is the participant's eDofE ID number, their Award level (Bronze, Silver or Gold) and the section you are assessing them for (Volunteering, Physical, Skill, Expedition or Residential). Your comments automatically go to the participant's DofE Leader for approval before being added to the participant's account.

### What to include in your report

- Please confirm how long the participant has been undertaking the activity and how frequently, while describing their achievements as they undertook this section. Say how they met their goals, what skills they have developed and mention any memorable things that they accomplished.
- Please include the start and end dates that the young person undertook their activity.
- **Expedition Assessors:** Please include your assessor accreditation number **(IF NOT AN EXPEDITION ASSESSOR, YOU DO NOT NEED A NUMBER)** and (if applicable) the team's expedition notification number in your report.
- Please remember to keep your comments personal, positive and encouraging.
- Thank you for supporting young people with their DofE activities.

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## EXAMPLES

Volunteering Section "Claire has proved to be an enthusiastic and well-motivated volunteer over the last 12 months. She successfully completed all the tasks she has taken on, which have developed in responsibility over time. Claire was popular with the team and customers alike. She has most certainly grown in confidence during her placement and has been a huge asset to the charity. Thank you Claire for your support and commitment and we would love to have you back in the future!"

"Chandni excelled whilst volunteering as a peer educator. She has a personable nature and was able to talk to the younger kids on their level and really engaged them. Over the months her confidence seemed to grow and she developed her own style of explaining our key messages. She has been a fantastic ambassador for the charity and we have been delighted to have her on board. A stand out moment for us was when her talk encouraged a young person to confide in her, Chandni handled it with great maturity and took the appropriate steps to refer the young person. This experience will be great to enhance Chandni's CV or lead on to many different career paths and we hope she continues to stay involved with the charity. Well done Chandni."