

1st Whittlesford and Duxford Scout Group

Admissions and Waiting List Policy

The 1st Whittlesford and Duxford (W&D) Scout Group has five sections:

Arrows Scout Troop: ages 10.5 to the start of the school term after they reach 14

Javelins Cub Pack: ages 8 to the start of the school term after they reach 10.5
Sirius Cub Pack

Forest Beavers: ages 6 to the start of the school term after they reach 8
Wild Wood Beavers

The available facilities and the number of leaders means that for practical and safety purposes the size of each section must be limited.

The current maximum size of a Beaver Colony is 24.

The current maximum size of a Cub Pack is 24.

The current maximum size of the Scout Troop is 30.

The Group Scout Leader or Membership Secretary, after discussion with the Section Leader, may, at their absolute discretion, allow a temporary increase in the numbers in any section for a period no longer than a school term. They may also cap the numbers of any section at a lower level than the agreed maximum if, in their opinion, there are safety issues, or a shortage of Appointed Leaders and Section Assistants in a particular section.

When section numbers are less than the agreed maximum, then a young person who fulfils the entry criteria (age, etc.) may be admitted to any section on a 'first come, first served' basis.

When the section is running at its maximum numbers then a waiting list will come into operation. . Individuals on this waiting list will be assigned into various Priority Classes as described in the criteria set out below. Progression from the waiting list to joining a section will be assigned so that all Priority One individuals will be offered places before any Priority Two individuals are considered; all Priority Two individuals will be offered places before any Priority Three individuals are considered; all Priority Three individuals will be offered places before any Priority Four individuals are considered; all Priority Four individuals will be offered places before any Priority Five individuals are considered.

For waiting list purposes the 'catchment area' for the Group is for the young person's primary parent/guardian/carer to live in any of: Duxford, Whittlesford, Hinxton, Ickleton and Thriplow.

For All Sections:

Priority One Young people whose parent/guardian/carer gives a commitment that they will help with a section on a regular weekly basis, either as a Section Leader, Assistant Section Leader, Section Assistant or be an active member of the Group Executive Committee. The help could be in any Section, and not necessarily in the one their child attends. It would be made clear (as already happens with out of catchment area young people) that if the parent/guardian/carer ceased to help, the young person would lose their place, and, if necessary, would be asked to leave to make space for another. When the number of individuals on the Priority One list exceeds the number of places available for any section then the total time the parent/guardian/carer has been in any of the above roles in will be taken into consideration.

Beavers - As 'For All Sections' and then:

Priority Two Any young person who is currently a Beaver in another Scout Group and who has moved house to live in the W&D catchment area. For the avoidance of doubt, a young person who lives in the catchment area and who has elected to join a Group elsewhere, but then wishes to transfer back to W&D is **not** eligible for this priority admission.

Priority Three. Any young person who is a sibling of a current Group member and are young enough to have 3 or more terms at Beavers before moving up to Cubs, provided they live within the catchment area. If there are more siblings than places available then time on the waiting list will be taken into consideration.

In addition, the individual Beaver Colonies will give consideration, where possible, to individuals who wish to join the same colony as their sibling.

Priority Four. Those who are six and a half or under, provided they live within the catchment area. Time on the waiting list will be taken into consideration.

Priority Five. Those who are young enough to have 3 or more terms at Beavers before moving up to Cubs, provided they live within the catchment area. Time on the waiting list will be taken into consideration. Those who would have less than 3 terms at Beavers before moving up should be moved to the Cub waiting list.

Cubs - As 'For All Sections' and then:

Priority Two. Any young person who is a Beaver Scout in the W&D Scout Group.

Or any young person who is currently a member of another Scout Group and who has moved house to live in the W&D catchment area. For the avoidance of doubt, a young person who lives in the catchment area and who has elected to join a Group elsewhere, but then wishes to transfer back to W&D is **not** eligible for this priority admission.

In addition, the individual Cub Packs will give consideration, where possible, to W&D Beavers with a sibling who is a W&D Cub and who wishes to join the same Cub pack as their sibling.

When the number of individuals on the Priority Two list exceeds the number of places available in Cubs then an individual's position on the Priority Two list will be determined by a ballot. To be eligible for the ballot an individual would be young enough to have 3 or more terms at Cubs before moving up to Scouts and live in the W&D Scout Group catchment area.

The ballot will be drawn at the Executive Meeting nearest the half term break and will determine the order of the waiting list for the duration of the following term. All unsuccessful individuals will remain on the Priority Two list providing they still meet the eligibility criteria. Those who would have less than 3 terms at Cubs before moving up will be moved to Priority 4 of the Scout waiting list or Priority 3 if they have a sibling in the Group.

Priority Three. Any young person who is a sibling of a current Group member and who are young enough to have 3 or more terms at Cubs, provided they live within the catchment area. If there are more siblings than places available then time on waiting list will be taken into consideration.

Priority Four. Those who are young enough to have 3 or more terms at Cubs before moving up to Scouts, provided they live within the catchment area. Time on the waiting list will be taken into consideration. Those who would have less than 3 terms at Cubs before moving up should be moved to the Scout waiting list.

Scouts - As 'For All Sections' and then:

Priority Two. Any young person who is a Cub Scout in the W&D Scout Group.

Or any young person who is currently a member of another Scout Group and who has moved house to live in the W&D catchment area. For the avoidance of doubt, a young person who lives in the catchment area and who has elected to join a Group elsewhere, but then wishes to transfer back to W&D is **not** eligible for this priority admission.

When the number of individuals on the Priority Two list exceeds the number of places available in Scouts then an individual's position on the Priority Two list will be determined by a ballot. To be eligible for the ballot an individual must be 11 years or younger and live in the W&D Scout Group catchment area.

The ballot will be drawn at the Executive Meeting nearest the half term break and will determine the order of the waiting list for the duration of the following term. All unsuccessful individuals will be included in the following term's ballot providing they still meet the eligibility criteria.

Priority Three. Any young person who is a sibling of a current Group member and who are 11 years old or younger, provided they live within the catchment area. If there are more siblings than places available then time on waiting list will be taken into consideration.

Priority Four. Those who and who are 11 years old or younger, provided they live within the catchment area. Time on the waiting list will be taken into consideration.

Young people living outside the Group's catchment area.

Wherever possible these young people should join the Group in whose catchment area they reside. Where this is not possible, or if they live in an area where there is no Scout Group, they may apply to go on a Section waiting list. They can only be admitted to a Section if all the young people in the Group's catchment area who want places have those places, and as long as their joining the Group will not take Section numbers over the stated maximum.

A young person living outside the Group's catchment area may be eligible for a priority place if one or both parents/guardians/carers agrees to become an Appointed Leader in the Group, undergo training and help with a Section on a regular weekly basis. This does not have to be the Section in which the young person is placed.

Final Decision.

As stated in Rule 3.2 of the Policy, Organisation and Rules (POR) of the Scout Association 'The decision to admit anyone to membership of a Scout Group rests with the Group Scout Leader, in accordance with The Scout Association's policies.'

Appeal.

If a parent wishes to appeal this policy they should put their case in writing to the Group Scout Leader (wanddscouts@gmail.com) and the Admissions Secretary (scoutsmembership@gmail.com).

General:

It is a condition of acceptance of a young person into the Group that the parent/guardian/carer agrees:

1. To pay the section subscriptions in full within 10 days of the start of each term. Please be aware that additional charges apply to camps and some other optional activities. (If there are financial difficulties confidential special arrangements can be made. Application should

be made to the Group Scout Leader and will be considered by the Group Executive Committee).

2. That the young person will attend regularly. Please note that in the event of three consecutive, unexplained absences your young person's place will be at risk and your Section Leader will e-mail you to this effect.
3. That, if required, a parent/guardian/carer will join a rota to help at Section meetings and will join a rota to keep the Scout Hut clean.
4. That the young person in their care understands that the Group insists on certain standards of behaviour and that they may jeopardise their place in a Section if they do not maintain these expected standards. Please refer to the Yellow card / Red card System below for details.
5. Parents/guardians/carers are asked and expected to help with fundraising events. Fundraising helps keep subscriptions at a reasonable level. Parents/guardians/carers automatically become members of the Group Scout Council which elects the Group Executive at the AGM. The Executive manages Group assets and finance and is responsible for property maintenance. The Group Scout Leader manages the Section Leaders and Helpers.

The Yellow card / Red card system (hereafter 'Scout' means Beaver, Cub or Scout)

To assist the Section Leaders and Assistants in maintaining discipline and ensuring that safe practices are carried out whilst the Scouts are working and playing, a warning 'card' system is now in place. It is envisioned that the card system is only used when all other methods have been exhausted.

A Leader will show the yellow card to any Scout causing a problem and will record it.

If two yellow warnings are given in one term, the second warning will be communicated to the parent/guardian/carer by e-mail.

A third yellow warning in one term will result in a red card.

An instant red card will be given for a serious safety-related problem.

After a red card the parent/guardian/carer will be phoned to discuss the problem and the Scout will be suspended for the next two Scout meetings. Repeated red cards will result in the Scout being barred from camps and outings. The Leaders welcome comments from concerned parents.

Each term there will be a review of behaviour, attendance and subscription payment. If necessary, a request for improvement will be given. If there is no improvement then the Group Scout Leader may require the young person to leave the section to allow another young person to join.

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