

# 1st Blofield and Brundall Sea Scout Group

## Waiting List Policy

### Overview

This policy is to be used in the event that a section is at agreed maximum capacity and new members still wish to join a section.

This policy will be used in conjunction with the section size planning tools in OSM to ensure that sections don't exceed their practical headcounts or Scouting UK's Policy, Organisation and Rules (POR).

### Priorities

If there are more requests for a place in a section than the number of places available, places will be allocated in the following order of priority as places become available:

- 1) Existing members of the Group progressing from Beavers to Cubs or Cubs to Scouts.
- 2) Children who have a parent/guardian in a volunteer role within the Group (minimum level of Section Assistant, Executive Committee Member or Group Skills instructor)
- 3) Siblings of current members of the group.
- 4) Out of District Members - young people moving to the area from outside of the Eastern Norwich district who wish to remain in Scouting.
- 5) In District Members - existing Eastern Norwich district members who wish to join our group .
- 6) New to Scouting - young people who are completely new to scouting.

Places will be allocated based on length of time on the waiting list, with those having been on the list for the longest time being offered a place first.

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## Attendance Policy

### Overview

The 1st Blofield and Brundall Sea Scout group is a popular Scout group with waiting lists for all sections. Given this situation we need to ensure that our members are attending their section's meetings on a regular basis to maximise the opportunities that the group can offer to young people who want to join.

**If for any reason your young person is not able to attend a meeting please notify their section leader in advance via email or phone.**

This enables the section leaders to ensure that there are sufficient leaders for the planned meeting.. It also helps the Group to track attendance within each section and across the Group as a whole.

Advising the section leader why your young person is not able to attend will highlight any potential reasonable adjustments that may be needed.

### Persistent Absence

The Group defines persistent absence as unexplained absence:

- for two consecutive weeks
- Three occasions within a term

This will result in your young person's section leader contacting you via email to understand why your young person is absent and whether they wish to continue with the group.

Should a response be received and a request made for continued membership of the Group the following conditions will apply:

- Membership will be maintained on the basis that no more than one unexplained absence occurs in the following six months.
- In the event of a second unexplained absence within the six month time period, the young person will forfeit their membership to the section and the Group.

After the six month period ending from when the request to remain was approved has passed without triggering the above, the young person will revert to the standard absence policy.

If no response is received by the section leader then your young person will forfeit their membership to the section and the Group. They will be placed onto the waiting list as a new 'New to Scouting' priority.

You will be notified that this is happening via email and will have 3 working days to appeal this in writing to the Group Scout Leader. The Group Scout Leader's decision is final.

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## Moving on Policy

Members of our group will normally move up a section at the start of the school half term following the point where they meet the starting age for the next section:

- Beavers → Cubs: 8 years
- Cubs → Scouts: 10.5 years
- Scouts → Explorers: 14 years

This creates a natural progression between sections in small groups which helps our young people make the move to the new section successfully.

Scouting POR (Policy, Organisation, and Rules) does allow for some flexibility with ages for each section; any decision to move a young person up early or hold them back will be made in consultation with the section leaders from both sections and the parent of the young person.

Beavers, Cubs and Scouts forfeit membership if they leave the Group and do not immediately join another section.

Membership is held continuously during the transfer from one Section to the next including the transfer from Scouts to Explorer Scouts and Explorer Scouts to Network.