

STITHIANS SCOUTING GROUP INCLUSION POLICIES

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SCOUTING FOR ALL

Scouting provides young people with a superb start in life; offering the opportunity to develop skills, confidence, and teamwork that they may well miss out on otherwise. At Stithians we believe it is important that we offer these opportunities to all, regardless of gender, race, ability, religion, and family circumstances. We especially want to encourage those parents who consider that Scouting might not 'be for them' to talk to us about what we offer and the measures we take to ensure you feel able to join in and benefit from the opportunities we provide. We are a friendly, family-oriented group, and you will be met with a warm welcome.

Assistance with Subscription and Fees

We strive to keep our membership subs and fees as low as possible – currently £40 per child per term. But, for any families that feel they would struggle with costs, we assure you that we do not want affordability to be a barrier to joining the group. Indeed, Scouting can be of particular benefit to those children that would likely miss out on other opportunities. Grants are available to cover part of or the whole cost of membership and events such as camps, and are aimed at families experiencing financial hardship, for example:

- Those with a total household income level below the current DWP benefits threshold.
- Young carers (recognised by relevant authorities)
- Looked after (in care) child

Or in receipt of:

- pupil premium funding
- Income Support
- Income-based allowances
- Support under Part VI of the Immigration and Asylum Act 1999
- Child Tax Credit, Working Tax Credit or Universal Credit
- Housing Benefit
- Disability Living Allowance (related to the young person, parent or adult volunteer)
- Guarantee element of State Pension Credit

In the first instance, we would encourage you to contact your Section Leader via the website contact us page. We may require some evidence to support your claim, but will treat every application in the strictest confidence.

Additional Needs

If you feel that your child requires additional help with particular learning, behavioural, or physical needs, then we would ask you to guide us in how best to support them, and probably join in with each session to help ensure that they take part in as much as they are able to.

Ethnicity & Beliefs, Gender & Orientation

It goes without saying that our Group, and Scouting as a movement, welcomes members from any background, regardless of race, religion, ethnicity, gender, or sexual orientation. This applies to leaders and adult helpers as well as children, and the team is trained to support individual circumstances such as dietary requirements and observance of religious occasions.

This summary is just part of a comprehensive national inclusion and diversity framework that the Scout Association provides a for us to follow. You can read these policies in full at <https://www.scouts.org.uk/volunteers/inclusion-and-diversity/>.

Questions/Suggestions/Complaints

You will find that the Group is supported by an involved and approachable Executive committee, a District leadership team, and National organisation that will be pleased to discuss any concerns you have even if you feel uncomfortable raising them with your child's section leaders. If you have any questions, suggestions, or complaints, we recommend that you contact our Group Secretary via the website contact us page.

REGISTER OF INTEREST AND WAITING LIST POLICY

Stithians Group operate a 'register of interest' which includes anyone who is too young to join the section at the moment and operates a 'waiting list' which includes anyone who is old enough to join Beavers, Cubs, Scouts or Explorers and is waiting for a space to become available. It is expected if allocated a place, the young person will have at least six months within the Section being joined before reaching the age of moving up to the next Section.

Sometimes we have more children wanting to join our group than our space and ratio of leaders/adult helpers allows. Generally, when a vacancy arises, the following is taken into account:

- Those moving up (for example existing Stithians Beavers would have priority in joining Cubs). We may also reserve a place in advance for a child we know is due to move up soon.
- Those with siblings in the Stithians Group
- Those with parents who are (or are willing to become) leaders/assistants.
- Existing Beavers/Cubs/Scouts transferring into the area from other Groups.

- After all of the above have been taken into account, the amount of time spent on the waiting list will also be considered as a factor.

Our Group relies on the efforts of our adult volunteers (Leaders, Assistants, Occasional Helpers, Executive Committee, etc.), without whom it would simply not be able to continue. We always need more adult volunteers. Therefore, we give a high priority to those on the waiting list who have an adult family member who is willing and able to take on a Role within the Group.

Stithians Group sections register of interest or waiting list

- For a young person to be added to the register of interest or waiting list, the following details must be supplied: full name, date of birth, address including postcode, and phone and email contact details of at least one parent/guardian.

Register of interest requests are received via

<https://www.onlinescoutmanager.co.uk/waiting-list/stithians-waiting-list-beavers/77102ca3-5d78-4ff6-bbea-3d6d776fb5d1/apply> to maintain fairness and accurate registration of interest and accurate waiting lists for each section.

- The age ranges for the Sections are: Beavers: 6 to 8 years, Cubs: 8 to 10½ years, Scouts: 10½ to 14 years.
- The capacity of any section may be reduced to ensure that we can support additional needs of young persons, to provide a balanced programme for all members and adhere to required adult : young person ratios.
- Registration on the waiting list or register of interest is no guarantee that a place will be offered.
- Restrictions may sometimes be applied to the waiting list from time to time, to avoid creating unrealistic expectations of our ability to offer membership places. (or if/as more volunteers are inducted, section/s may find they are able to expand also.

Management of personal details and communications

This describes how Stithians Group manages personal details and communications.

We use Online Scout Manager (OSM) to manage personal details, badges, attendance and payments. It is also used to send out emails to parents containing invitations to events or camps.

<https://www.onlinescoutmanager.co.uk>

- You will be invited to join the OSM “Parent Portal”.
- You will receive an email inviting you to set up an account.
- Once you have set up an account you will then be able to check and update your child’s details

Once you are logged in, on the left-hand side under “My Child” you will see several headings:

Noticeboard – An area where your leaders can leave a message for its section members.

Payments – Under here there is a list of payments made by yourself, plus due and upcoming payments.

Events – Details of events that your child has been invited to and signed up to.

Badges – Details of badges that your child has completed or working towards.

Personal Details – This is where you can update all of your child’s details, medical details, allergies, dietary needs, emergency contact details, school, religion and provide your consent choices for photo publicity.

Emails – You can see all the emails that have been sent to you by your section and by the group during the past 3 months.

Gift Aid – You can see/update your Gift Aid Declaration.

Watch the [OSM portal overview video](#)

Stithians Scouting Group subscriptions and fees

New members joining a section will have a trial period of 4 sessions. At the end of the 4th session, they will be invested. Subs for new members are expected to be paid on or before the 4th session.

There is also an investiture fee of £9 which is due at the same time.

The subs are currently £40 per term and there are 3 terms a year.

If a person is a regular Section Supporter they are eligible to pay discounted subs of 50% with agreement of the relevant section leader.

Terms:

January-Easter (Spring term)

Easter-July (Summer term)

September-December (Autumn Term)

Subscription notices and invoices are sent out by each section leader before each ‘term’ begins. They are requested to be paid/committed to within the first 3 weeks of each new term starting. Subscriptions can be paid as a one-off termly payment or by Direct Debt. Please discuss with either the Section Leader or the treasurer if you would like to be considered for alternative payment arrangements. How to pay for subs is described in the “payment of Stithians Scouting Group subs and fees” section below.

Failure to pay subs within the first 3 weeks of term, without prior arrangement, will mean that the child’s place may be forfeited, and the group will look to give the place to someone from the waiting list as soon as practical.

Other fees

From time to time each section may organise an activity which will attract a separate fee in order to help cover the cost of that special activity. These could be group, district or higher level scouting activities such as Jamboree participation or a specialised activity or camp.

Payment of Stithians Scouting Group subs and fees

We use a system for our Scouting administration called Online Scout Manager (OSM). This also offers us a facility that allows all parents the ability to pay for their child's termly subscription fees and selected activities by an online payment method.

The Stithians Group uses an OSM payment facility called GoCardless. (GoCardless is sponsored by the Royal Bank of Scotland and regulated by the Financial Conduct Authority. It is also endorsed by Scouting UK).

You will be sent a Payment Request email via Online Scout Manager when a payment is due. You will also be sent automatic reminders as the due date for payment approaches.

We have two different payment schedules:

- Termly Subs – this is for all termly subscription fees.
- Activities – this is for all events, camps and activities.

You will need to log into your **Parent Portal Account**.

The system operates in two modes:

- Subscription – your direct debit will automatically be debited when there are payments needed for your child
- Pay Now – you have to approve each payment by logging into the payments area of your parent portal

Whether or not you choose to authorise each payment individually, or subscribe to them all, you will be emailed each time a payment is needed and you'll be able to cancel it if you want.

All payments are protected by the Direct Debit Guarantee. Please watch the **payments video tutorial** for more information.

Questions about Payments

Q: Will the Direct Debit transfer when my child moves sections? (e.g. from Beavers to Cubs or Cubs to Scouts?)

A: Yes, when moving sections, you would just need to confirm on GoCardless that it's OK for the next section to charge you. You won't need to set up a new direct debit again.

Q: Do I have to use GoCardless via Online Scout Manager or can I just pay by cash or bank transfer like we used to?

A: We are asking all parents/carers to pay through GoCardless via OSM to ensure accuracy of accounting and tracking of payments. We can no longer accept cash as payment for subscriptions or fees. {TBC – pending other information being supplied.}

Stithians Scouting Group – attendance expectations

Each section's meeting is carefully prepared and planned by the Section leaders and helpers (and in Explorers, the members themselves). This included resources being planned and prepared based on the expected children's numbers. It is difficult to execute activities well that have been prepared for certain numbers if there are absences which are not notified prior to the meeting starting.

We are fully aware that many of the children are involved in many other extracurricular activities and would never expect them to forego these in place of Scouting. However, we do request a certain level of courtesy to allow us to provide the best programme possible.

If a child cannot attend a meeting for any reason, we ask that the section leader be informed as soon as practical so that activities are not delayed in starting (if on the day of the meeting) and can possibly reorganise resources accordingly.

If a child does not attend for 3 consecutive meetings, without successfully notifying a Leader in advance, it will be assumed that they no longer wish or are able to participate and be a member of that section. Because we often have waiting lists for each of the sections, it means that another child may be able to begin instead. If a child then subsequently requests to return – they can request to do so via the Register of interest <https://www.onlinescoutmanager.co.uk/waiting-list/stithians-waiting-list-beavers/77102ca3-5d78-4ff6-bbea-3d6d776fb5d1/apply> as per the register of interest and waiting list policy.

Becoming a volunteer into Stithians Group and the benefits of doing so

The Stithians Scouting Group is currently made up of a Beavers colony, Cubs pack, Scout Troop and an Explorer section. All these groups meet regularly as well as taking part in some weekend activities and camps.

All of this is run entirely by volunteers. People like you who want to see their children/grandchildren/extended family and/or the youth of the area thrive.

Each week leaders give up their time to plan and run meetings. There are a number of other volunteers who also help behind the scenes to help this group run smoothly.

Stithians Group is part of the Carrick Scouting District which is in turn part of the Cornwall Scouting County. Stithians Scouting Group is charitable entity (with excepted charitable status) within the wider UK Scout Association. Stithians group is managed by volunteer trustees who bring their various skills and time to support make happen all of the diverse activities for our young people.

In order to continue running such a full and diverse range of activities for our young people, we need your help!

Please get in touch if you would like to volunteer – either working directly with young people, or behind-the-scenes.

Even if you can only spare an hour a month, we would love to hear from you.

Please contact Stithians group secretary via the website contact us page.

Watch the Volunteer Journey here: <https://www.youtube.com/watch?v=3AaVtfnRq1k>

So, if you or someone you know could play a part in supporting Stithians' and surrounds young people to develop new skills and have fun along the way, please get in touch with our group secretary at via the website.

With your help we can continue to grow and offer the people of Stithians (young and old) the opportunity to challenge themselves and develop skills for life within a fun and supportive community group.

Ends.