

# 3rd Kildare (1st Celbridge) Scout Group

## Group Policy Document

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### **Purpose**

The purpose of this document is to define certain policies in relation to the operation of our Scout Group.

### **Scope**

The Group policies at present include policies on [Uniform](#), [Attendance](#), [Admissions](#) and [Alcohol](#).

### **Review**

All Group policies will be reviewed at least annually and at any other time if required.

Date of last review: 27<sup>th</sup> August 2009

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### **Group policy on Uniform**

Scouting is defined in the Constitution of Scouting Ireland as a uniformed organisation. This is common to all Scout associations throughout the world. It is an assertion of our identity and a reminder of our Scout ethos which is expressed in the Scout Promise and Law.

All members – youth and adult – are expected to wear the Scout uniform. The uniform for youth members is different for each section. The uniform is composed of the Section top, trousers and the Group neckerchief.

The Uniform can be purchased from the Outdoor Adventure Store at Liffey Street, Dublin 1. The telephone number is 01-8726501.

The neckerchief and name tape are the same for all members. The neckerchief is lemon and purple. The name tape is blue with our full name, 3rd Kildare (1st Celbridge), in yellow. Please do not purchase these items from the Outdoor Adventure Store as they are provided by the Group. Neckerchiefs, woggles, nametags, as well as badges are given to the youth member on investiture. Replacements are available from the relevant Section Leader.

Uniform should be worn to meetings or travelling to activities unless the section leader has indicated otherwise. In the Scout and Venture sections, the Section Leader may send anyone home to get their uniform.

If your son or daughter is coming to Scouts direct from school or another activity, please make arrangements to bring the uniform to the meeting. There is room for one or two to change into uniform. The general rule is that all members should arrive to their meeting in uniform.

Beavers and Cubs may continue to wear their previous uniform after they 'go-up' to the next section.

Where Scouts have parents or other relatives who were in Scouts, they may wear items such as woggles or belts that may have been given to them (provided that they do not conflict with the basic uniform).

The Group has a uniform re-use scheme. When uniform or other useful items of scouting gear have been out grown they may be donated to the scheme and will be available free to any youth member. This scheme is administered by our Parents & Friends Committee.

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### **Group Policy on Attendance**

The following is the policy for all Scouts in all sections (Beavers, Cubs, Scouts, or Ventures) regarding absences.

Where a youth member misses two consecutive meetings (including activities) the youth member's home will be contacted. This contact may be by phone, text, or email. Where a youth member misses four consecutive meetings (including activities) without an acceptable explanation, that youth member will be deemed to have left and his/her place offered to the next person on the waiting list (space permitting).

Contact details will be taken from the information given at the registration and information evening.

Date of last review: 27<sup>th</sup> August 2009

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### Group Policy on Admissions

#### POLICY STATEMENT

3rd Kildare (1st Celbridge) Scout Group is committed to maintaining a policy and process for allocation of places in each Section of the group that will promote continuity within in the sections and be fair, transparent and equitable.

#### PURPOSE

The purpose of this document is to state the policy and criteria which will be followed in the allocation of places.

#### SCOPE

This document is in relation to the allocation of youth member places in all sections of the 3rd Kildare (1st Celbridge) Scout Group only.

#### DEFINITIONS

##### *Youth member*

A registered member of any section of the Scout Group who is under 18.

##### *Leader*

A registered Leader or Support Staff of any section of the Scout Group.

##### *Admissions Officer*

A person appointed by the Group to maintain the Waiting list and Admissions.

##### *Transition*

Where a youth member moves from one section to the next section at the appropriate age.

##### *Registration*

Completion of Section registration form and payment of Annual Subscription Fee.

#### RESPONSIBILITIES

Parents or guardians must complete, sign and return a waiting list application form to the Admissions Officer.

The Admissions Officer will maintain and administrate the admissions and waiting list in line with the agreed and published policy and in conjunction with the Section Leaders.

Section Leaders will liaise with Admissions Officer in regards to transitions and registration and their current numbers.

The Group Leader will arbitrate in the event of any question arising from the Admissions Policy and that decision will be final.

##### *Criteria for application to waiting list*

Waiting List application form is to be completed, signed by a parent or guardian and returned to the Admissions Officer.

The child for whom a place is being requested must have reached the appropriate age for that section. Names cannot be placed on the waiting list if the child has not reached the minimum age for that Section.

Minimum ages are:

Beavers – 6 years, Cubs – 9 years, Scouts – 12 years and Ventures – 15 years.

Date of last review: 27<sup>th</sup> August 2009

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### Criteria for offering places.

Places are offered in each section in the following order:

1. Places are offered to youth members coming up from another section i.e. Beavers who are going up to Cubs, Cubs who are going up to Scouts and Scouts going up to Ventures; provided that prior to going up they were a member on or before 31st December of the previous year.
2. Children of existing or new Leaders.
3. Siblings of existing youth members, in date order (i.e. first come, first served). Siblings must be on the waiting list already.
4. Next name on waiting list for that section, in date order (i.e. first come, first served).

### Transition and Registration

Generally transitions from the younger section will be done in June. Registration will take place in early September. If places are available following registration they will be offered based on the Criteria defined.

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### Group Policy on Alcohol

All leaders act in loco parentis in respect of the children left in our care. It is vitally important that the behaviour of all leaders reflect the values and ethos of Scouting, particularly Duty, Trust, and Respect. It is with this in mind that this policy on alcohol on activity is drafted.

1. All activities run by the Group will be alcohol free.
2. At the discretion of the Group Council, some activities such as a Parents' evening or BBQ may have alcohol.
3. Youth members are prohibited from drinking or purchasing drink while in the care of the Troop.
4. No Adult member will bring alcohol to an activity, or drink alcohol while on activity.
5. Leaders on an activity may leave site for a "social evening", and be considered to be 'off-duty' until the following morning, provided that sufficient leaders are left on duty.
  - a. Social evening here can mean a drink, a meal, cinema, etc.
  - b. Sufficient leaders means sufficient to look after all Scouts: this means in practice one male leader, one female leader, and at least one other.
6. Association rules regarding ratios of leaders to scouts will at all time apply.
7. Leaders who leave site for a social evening shall NOT return in an inebriated state.
8. In the case of Jamborees where an evening event with alcohol is being held off the Troop's campsite (e.g. in the sub-activity HQ) items 4 and 5 will apply.

Any member in breach of this policy will be asked to leave the activity.

### Definitions

The duration of an activity lasts from the time the Section leaves the Scout Hall until the Section returns to the Scout Hall.

In the case of multi-troop activities, off-site means beyond the site allocated to the 3rd Kildare (1st Celbridge) Scout Group.

Date of last review: 27<sup>th</sup> August 2009