



Scouts

South & South East London

**Amazing things
happen when we
work together
as a team!**

 South & South East London Scouts



Transforming the Volunteer Journey

The future's bright

Adult volunteers are at the heart of scouting, every week across the UK over 110,000 adults volunteer with the movement, just like you!

They carry out a variety of roles that help us achieve our aim of helping young people develop the skills they need to succeed in life. We do this through providing exciting programmes and activities that help them develop as individuals and as part of a team.

Scouting is not only about developing our young people, it's also about the personal development and wellbeing of our adults. With award winning learning opportunities and one-to-one support, we make sure that each one of our volunteers gets to make the best use of their skills and talents. It's something different from the norm, and that's why a lot of people like it.

It's an exciting time in the Scouts as we look towards our new way of working together, using our new team national volunteering structures.

The first thing we want to say is a big thank you for your incredible commitment to local scouting. Your dedication has played a pivotal role in creating meaningful experiences for your young people, providing them with exciting and engaging programmes that nurture their sense of adventure and help them build skills that will help them succeed in life.

In our ever-changing world, we know we need to adapt how people can volunteer with us, in ways that really suit them, and make it easier and more accessible for everyone to gain the skills and knowledge they need to support young people.

This guide will help you understand our new ways of working and how this affects you, in your current role as a Section Assistant.

We need to adapt to stay relevant, attract new volunteers, and make sure the scouts is enjoyable for everyone.



Here's the lowdown...

We want the way that people can get involved in Scouts to be simpler, easier to understand and more appealing to get involved, especially to new volunteers. This means we're changing from a complex national system of over 400 volunteer roles to a new, much simpler system.

During the late spring of 2024, we're introducing changes to the way we volunteer. These changes are about making volunteering with us easier, more fun, and flexible and really fit with your skills, interests, and free time.

Not only is this good for you, but it will also help us attract more volunteers, and help all our current volunteers feel like they want to stay. This way, we will also stay relevant and inclusive to adults and young people from all backgrounds and remove any barriers to becoming (and remaining as), a volunteer at Scouts.

To make flexible volunteering a reality, we need to change how we do things. We're moving to focused teams-based volunteering, which means there will be clearer roles and opportunities to do things for everyone. We will be using new team descriptions which include a short list of team tasks, which will be shared amongst the members of your section team. It will be down to your team to agree who does which tasks, based on everyone's skills and availability.

There are two types of roles in our new teams, Team Leaders and Team Members. Each team will have at least one Team Leader and everyone else will be a team member.

What this means for your leadership team

Most people in your team will now be called Team Members. Your team will also have at least one Team Leader (this can be a shared role). Your Team Leader(s) will help guide, support, and facilitate your leadership team and will help everyone agree who will do the different things on the team's task list.

Referring to people as Team Members or Team Leaders is much easier for everyone to understand – especially when we are talking to people about getting involved. It's important to remember that this doesn't change the scouting name you might have when speaking to young people, parents and caregivers – for example, you can still be called a 'Beaver Leader' or 'Cub Leader', 'member of the Beavers Leadership Team' or 'Bluebird', 'Akela', or 'Skip' etc.

What this means for you

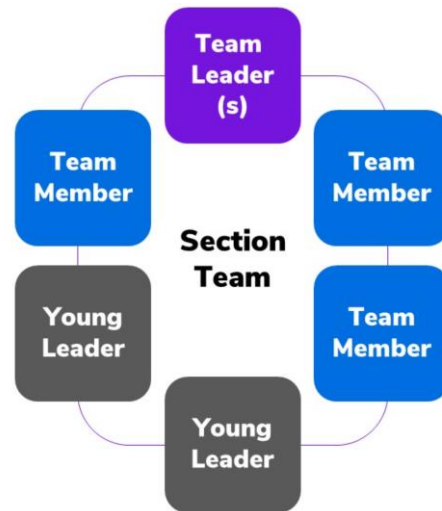
There will no longer be a distinction between Section Assistants and Assistant Section Leaders. Your Section's Team will be made up of Section Team Members and Section Team Leaders(s), (and Young Leaders). As a Team Member there is also some really easy online learning that you will need to complete in a way that fits around you. There's nothing to be concerned about, this learning is fun and is designed to support you and will help you continue to be a great member of your team. There's more information on this later in this guide.

How the adults in your Scout Group work together in teams

In each Scout Group, there are three types of teams:

The Section Team...

consists of a team for each section in your Scout Group (Squirrels, Beavers, Cubs & Scouts), they work together to run high-quality programmes safely.



The Group Leadership Team...

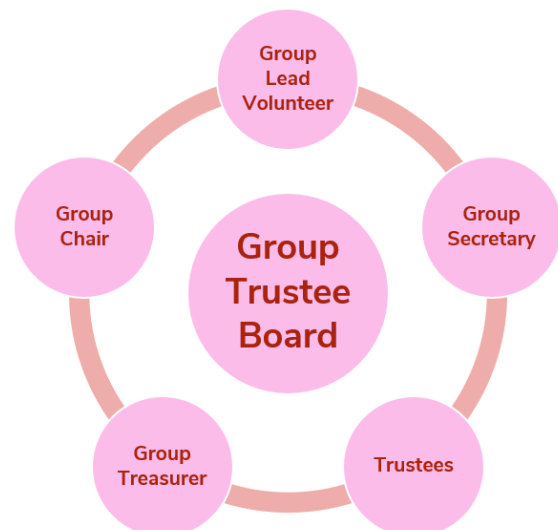
looks after the overall operation of your Scout Group and helps all the adults in your group work together to plan and run high-quality programmes. The team is led by the Group Lead Volunteer in most cases this will be your current Group Scout Leader.

The Group Leadership Team will include each of the Section Team Leaders and any other people that want to focus on supporting the whole Group.



The Group Board of Trustees...

Together, your Group's Trustees make sure that your Scout Group is well managed, risks are assessed and mitigated, equipment is in good working order, and everyone follows legal requirements and our policies, organisation, and rules. Their support helps your group's section teams run a fantastic programme that gives young people experiences that help them learn and will remember forever!



The way we volunteer is structured around these key principles:

- everyone can volunteer as part of a **flexible team** structure
- each team has a **clear purpose**, team description and set of team tasks
- we describe our teams and roles in **plain english** to ensure they are easily understood by everyone

All teams in Scouts help young people enjoy their scouting and take part in safe, fun, high-quality programmes. Each team has a team description. Team descriptions have two types of tasks listed:

- **tasks for the whole team** – All team members take part in these tasks *for example, the safety and the wellbeing of young people*
- **allocated tasks** – these are task that one or more team members agrees to carry out





























Here's an example:

Hannah is the Team Leader. They do whole team tasks 1-3 and allocated task 1

Arnold is a Team Member. He does whole team tasks 1-3 and allocated tasks 2 and 5

Jess is a Team Member (she was previously a Section Assistant), and she does whole team tasks 1-3 and allocated task 6 which she can easily carry out at home

Jamel is a Team Member (he was previously a Section Assistant too), and he does whole team tasks 1-3. He hasn't taken on any allocated tasks, at the moment, but will see what he may be able to help out with when he has more time available.

		 Hannah Team Leader	 Tom Team Member	 Mita Team Member	 Jamel Team Member	 Arnold Team Member	 Jess Helper
Tasks for the Whole team	Task 1 Whole team						
	Task 2 Whole team						
	Task 3 Whole team						
Allocated tasks	Task 1 Allocated						
	Task 2 Allocated						
	Task 3 Allocated						
	Task 4 Allocated						
	Task 5 Allocated						
	Task 6 Allocated						

Supporting you

Words cannot express how much we value your personal dedication and commitment to scouting and the lifelong benefits you help to provide your young people with.

The parents, guardians and families of our members put unmeasurable trust in us as volunteers. This is because of their resounding belief in the benefits scouting brings to young people to help them develop skills and succeed, in hand with your professionalism and commitment as a member of a leadership team, and the exciting programmes and opportunities you provide.

Without question, they assume that the adults they are entrusting with their children have the appropriate skills and knowledge to enable them to run safe programmes and support the needs of young people.

To support you with this we are committed to helping you develop your skills and knowledge to enable you to continue to help run great, safe scouting. We provide this as a series of short online learning topics. These are very easy to complete over a period of time. This learning not only supports you in your new team roll but it's also a great addition to your own personal development and looks great on your C.V.

As well as the changes, we are making to the way we volunteer, we are also changing the learning and development that we provide to support you. As we are currently in a period of transition there are two options for you to complete your mandatory learning which really will support you in your new team role.



Option one: our current learning...

If you want to complete your learning before 31st March 2024...

Our current learning is called Getting started. The learning is designed to support you in your role, and you can complete it at your own pace and in any order.

The topics covered provide you with support and the essential information and skills you need to be an effective volunteer in the Scouts.



Getting started learning consists of five topics:

- Essential information
- An introduction to General Data Protection Regulations (GDPR)
- Safety
- Safeguarding
- Tools for the role - section leaders

This online learning can be completed in any order. Each topic will take you around 30 to 45 minutes to complete.

If you are also a member of a trustee board, you also need to complete 'Introduction to being a Trustee in the Scouts'.

It is important to note, you only need to complete most of this learning once. If you have already completed Essential information, An introduction to General Data Protection Regulations (GDPR), and Tools for the role - section leaders, (and if needed Introduction to being a Trustee in the Scouts), or have a Wood Badge you do not need to complete them again.

Safety and Safeguarding need to be completed every three years so if you have completed these within the last three years you currently have nothing to complete. Next time you need to complete them you will complete Safe Scouting which is part of the new Growing roots learning.



You can access this learning at:
www.tinyurl.com/scoutsgettingstarted

Option two: our new learning...

If you want to complete your learning after 1st May 2024...



In late April 2024 we're replacing our current getting started learning with Growing roots learning. Our new elearning will be more engaging and fun to take part in. It will also be relevant to your new team role.

Growing Roots learning consists of five topics:

- Who we are and what we do
- Creating inclusion
- Data protection
- Safe scouting
- Delivering a great programme

There is also a short piece of additional learning for anyone that is also a member of trustee board called Being a Trustee in Scouts.

It is important to note you only need to complete this learning once. If you have already completed Essential information, An introduction to General Data Protection Regulations (GDPR) and Tools for the role - section leaders as part of Getting started learning, or have a Wood Badge you do not need to complete them again.

Safety and Safeguarding need to be completed every three years, so if you have completed these within the last three years you currently have nothing to complete. Next time you need to complete them you will complete Safe Scouting which is part of the new Growing roots learning.

If you are in the process of completing getting started training at the point of transition to the new growing roots learning, topics will be mapped across as follows...

Validated 'Getting Started' Training	Will sign off 'Growing Roots' Learning
GDPR Module	Data Protection in Scouts
Safety AND Safeguarding Modules	Safe Scouting
Module 1 – Essentials of Scouting	Who we are & What we do
Module 4 – Tools for the role (Managers & Supporters)	Leading Scout Volunteers
Module 3 – Tools for the role (Section Leaders)	Delivering a Great Programme
Trustee Introduction Module	Being a Trustee in Scouts
ALL getting started modules validated	Creating Inclusion

Getting started learning can be completed between now and 31st March 2024. Growing Roots learning will go live on 1st May 2024 and needs to be completed within 6 months (so, by 1st November 2024).



In Scouts, we give our young people adventures and opportunities to develop new skills through the activities we offer. For any activity to be delivered successfully, it must be delivered safely, this includes making sure there's adequate first aid equipment and experience in the team delivering the activity.

First Response (the first aid training offered at Scouts), gives our adult volunteers the vital skills and knowledge they need to manage incidents and provide basic first aid to our young people and adults.

As part of the move to the team-based approach, a review of who requires a First Aid qualification (minimum of First Response), was undertaken and the following principles were agreed:

- Every young person should have direct access to first aid treatment when on Scout activities
- Parents and carers should be confident that every adult leader, who is regularly and directly involved with their child's Scouting, has completed, or is working towards completing, first aid training
- No young person should ever miss out on a Scouts activity due to a lack of qualified adult first aid cover
- Having a body of first aid trained volunteers has a positive impact on our communities

This means that First Aid is required by everyone who works directly with young people as a member of a section team (as a Team Member or Team Leader).

**When your role transitions from being a Section Assistant to a Section Team Member you will now be required to hold a first aid certificate
But don't panic - you have 2 years from 1st May to complete this.**

More information about First Aid and our First Response courses can be found at:
www.tinyurl.com/1st-response

Optional Branching Out learning

Branching out, Wood Badge, learning is optional and enables you to continue your learning and personal development to gain your Wood Badge. The branching out programme of learning, is personalised to your interests and needs and the learning you want to complete is chosen by you.



The learning and development opportunities available range from skills-based learning such as scouting skills, and also covers topics such as supporting the needs of young people, public relations, growing scouting, and effective team work through to experience in leadership, management, communication, organisation, safeguarding, trustee training and experience of working with young people. It's focused on being engaging, and relevant, and we really hope is something you will explorer and want to do.



Other ways to get involved in a way that suits you

In our new teams approach we'll continue to have helpers who will be able to give informal support to help deliver local scouting.

Understanding the differences between Team Members and Helpers is really important. It's key for everyone to understand that Helpers are not members of the Scouts, they cannot have unsupervised access to young people (under any circumstance), and there is a limited to how often they can volunteer.

Team Members

Team Members work together to plan, deliver, and support an amazing programme for young people. They receive all the benefits of being a member of The Scouts including personal accident insurance and recognition of their service.

Team members can:

- help out as much as they choose to
- attend residential experiences
- run an activity with a group of young people
- have access to personal data about young people or adults
- handle money
- have unsupervised access to young people
- be a trustee

Team members also benefit from:

- personal accident insurance
- their time as a volunteer with The Scouts being recorded and recognised

Helpers

Helpers provide informal support to help Section Teams deliver programmes to young people. They are not members of The Scouts so they do not receive any benefits of membership and are not cover by our members personal accident insurance, they are covered by our public liability insurance.

They are only recorded on our membership management system at scouts.org.uk if they are undertaking regulated activity, and therefore need a criminal record check (DBS).



The Government's definition of regulated activity

Scouts is a regulated activity provider and must comply with the law in respect to adults engaging with children. Regulated activity with children refers to work that a barred person must not do. Regulated Activity is defined in the Safeguarding Vulnerable Groups Act 2006 and amended by the Protection of Freedoms Act 2012. Regulated activity in Scouts means where a person aged 18 or over meets any of these criteria:

- will be a member of a Trustee Board
- will be assisting with overnight activities (including nights away)
- may be helping out once a week (or on four occasions in a thirty-day period), or more frequently
- will have unsupervised access to young people
- have access to personal data about young people or adults
- will handle money

Any adult or helper delivering or likely to participate in regulated activity must hold a satisfactory DBS and Personal Enquiry.

The Scout Association does not accept DBS checks from other organisations. This is because the nature of the information that may be disclosed on a Scout DBS criminal record check may differ from that provided to another organisation.

We seek to be open and accessible to all. A lack of experience or a criminal conviction will not necessarily prevent an individual from volunteering. This will, however, depend on the nature of the position and the circumstances and background of their offences.

Some examples of what helpers that aren't undertaking regulated activity can and can't do:

As they do not have a DBS check:

- the maximum they can help out is three times in any thirty day period
- they are not members of the Scouts or our sections teams
- they must always be supervised by at least one member of the Section Leadership Team (team member or team leader)

They can:

- be a member of the section's adult rota
- run an activity with a group of young people under the supervision of a member of the section team
- attend and take part in section meetings and events (not overnight)
- support the leadership team during sections meetings e.g. prepare squash and biscuits or tidying up after an activity
- be a valued extra pair of hands, eyes and ears to help run weekly meetings

They can't:

- help out more than three times in any thirty day period
- attend overnight events
- have access to personal data about young people or adults
- handle money
- have unsupervised access to young people
- be a trustee

Helpers who want to volunteer on four occasions or more in a thirty-day period do need a criminal record check (DBS), as their support involves regulated activity. This means that they will need to be registered on our membership management system at scouts.org.uk as a 'Non member – needs disclosure'.

This also applies to family members, over 18 that are attending a family camp or residential experience.

Some examples of what helpers that are undertaking regulated activity can do:

As they do have a DBS check they can:

- support a section without needing supervision
- help out once a week - four occasions or more in a thirty-day period
- attend residential experiences

As adults recorded on scouts.org.uk as 'Non member – needs disclosure' are not members of The Scouts, they will not:

- get the usual benefits members receive, such as personal accident insurance
- their time as a volunteer with The Scouts is not counted or recognised
- they cannot have access to personal data about young people or adults

What we expect from all of our Helpers

Anyone helping out at Scouts must:

- read, understand and commit to following our young people first safeguarding policy (also known as the yellow card). This is our code of practice for all adults in Scouts, where we commit to making the safety of young people our priority.
- stick to the rules and policies detailed in our 'rule book' known as the Policies, Organisation & Rules'
- follow our Volunteering Culture which guides what we do, what we say, how we support each other, and how we follow our scouting values so we can all be at our best.



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