

**2<sup>nd</sup> Bothwell Scout Group**

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**Welcome Pack**

**[gotwoggle.com](http://gotwoggle.com)**

# **Introduction**

**Congratulations!**

**You are now part of the most successful youth movement the world has ever known. Over 100,000 adults in the UK volunteer their time to make Scouting happen for 400,000 young people.**

# Message from the GSL

Dear Parents,

A very warm welcome to 2nd Bothwell Scout Group.

This welcome pack will hopefully answer many questions that you may have regarding the Scout Association and our Group. If you have any further queries or concerns please do not hesitate to contact me or one of the other leaders. Details of our names, addresses and telephone numbers are shown on an enclosed sheet.

You can find out more about 2nd Bothwell and details of our activities on our website at **[www.gotwoggle.com](http://www.gotwoggle.com)**.

We are a voluntary organisation; no one in 2nd Bothwell receives payment for the time that they contribute to the Group. We can only continue and thrive with your help. We therefore ask, and expect, every set of parents to contribute at least one full day each year of their time to the running of the Group. Please complete the enclosed forms and return these to me or to your Section Leader. I will then ensure that you have full opportunity to contribute your time, knowledge and skills to the Group.

Craig A. Borthwick  
Group Scout Leader

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# What is Scouting?

## **The Movement**

Scouting is an International Movement which began in 1907 and now has over 25 million members in over 200 Countries with an estimated 300 million persons who have been involved in Scouting throughout the World since its inception. The UK Scout Association offers equal opportunities to all young people in the community no matter what their social, religious or ethnic background may be. It has a positive policy of integration and welcomes children and young people who have disabilities.

## **The Aim**

The Aim of the Scout Association is to promote the development of people in achieving their full physical, intellectual, social and spiritual potentials as individuals, as responsible citizens and as members of their local, national and international communities.

## **What Makes Scouting Different?**

Scouting has a simple and positive Promise made by all its Members. This gives a distinctive ethos to the practices of the Movement and acts as a bond with Scouts in other countries. There are several important things which make Scouting different from many other youth organisations:-

- We are a uniformed Movement;
- We involve young people in decision-making as part of their development;
- At 2<sup>nd</sup> Bothwell we require parents or carers to support their children by taking an active part in assisting the running of the Group or a section.

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### Activities/Programme

We set out to provide a balanced programme of activities, with members progressing from learning basic skills and attitudes to take up more adventurous and challenging activities later on. We join other Scout Groups in District and Area activities. Members have opportunities to extend their Scouting experiences at national and international Scouting events.

### Management Team/Leaders

The management of the Group is undertaken by a Team of Warranted (Uniformed) Leaders and by an Executive Committee. The Group Scout Leader (GSL) heads the Team of Leaders and helpers and ensures that the development of the young people is co-ordinated as they move through Scouting. The Executive Committee, led by its Chairperson (Chair), has an important role in supporting the activities of the Sections and ensuring that our resources are safeguarded and maintained. To find out more about joining the Leadership Team or the Executive Committee then please contact the current GSL or Chair. 2<sup>nd</sup> Bothwell is a registered charity under number Sc036160.

### Find Out More...

You can find out lots more about UK Scouting on the national website **[www.scouts.org.uk](http://www.scouts.org.uk)**. Scouting in the UK is as popular as ever and there are nearly 500,000 members in UK Scouting. Demand for places is high and we maintain waiting lists when sections are full in case places become available in the future.

# The Beaver Scout Colony

Our Beaver Scout Colonies are for girls and boys of 6 to 8 years old although young people can join Beavers in the three months leading up to their sixth birthday. We meet for one hour each week during school term times and also go on special outings from time to time. Our Colony meets each Wednesday between 1830 and 1930hrs.

### Leaders & Parent Rota

The team running Beaver Scouts is likely to comprise two uniformed Leaders together with at least one parent helper. Parent helpers attend on a rota basis to help run the Colony. **Please note that all parents of our Beavers are expected to give a firm commitment to be part of this rota.** The Beaver Scout Leaders will inform you of the date of the particular meeting that you should attend. **Please ensure that if you are unable to attend your designated night that you arrange a swap with another parent.**

### Activities/Programme

Beavers do lots of fun activities like making things, playing games, singing songs, learning about new things and making new friends. We also take part in District events and outings, usually held at weekends. Beaver scouts have a number of joining-in and activity badges that they gain after regularly attending meetings and completing a number of challenges. After a few weeks of going to Colony meetings, a new beaver scout will make a promise at a simple Investiture ceremony and this makes them a member of the worldwide Scout movement.

# The Cub Scout Pack

Our Cub-Scout Pack is for girls and boys aged from 8 to 10½ years old although existing Beavers can move on to Cubs at 7 years and 6 months. The Pack meets on a Thursday evening between 1900 and 2030 hours each week. The Pack is organised into small groups called Sixes. An older Cub Scout, called a Sixer, leads each Six. After a few weeks of going to meetings, a cub will be welcomed into the Pack at a simple Investiture ceremony to recite the Cub Promise.

### Leaders & Parent Rota

The team running a Cub Pack is likely to comprise two uniformed Leaders together with several non-uniformed helpers. Parent helpers attend on a rota basis. **Please note that all parents of our Cubs are expected to give a firm commitment to be part of this rota.** The Cub Scout Leaders will inform you of the date of the particular meeting that you should attend. **Please ensure that if you are unable to attend your designated night that you arrange a swap with another parent.**

### Activities/Programme

Our Pack usually meets during school terms and there are other activities such as outings and camping weekends. The varied programme highlights the care of the environment, personal safety, finding out more about the local community and cultures and customs of other people. Cub Scouts work towards awards and badges. These include joining-in badges for each year of membership of cubs, challenge badges for demonstrating skills in five different areas and up to 32 activity badges.

# The Scout Troop

Our Scout Troop is for young people, both male and female, aged from 10 to 14. Some will have been Beaver and Cub Scouts before joining the Scout Troop and we also welcome those who are new to Scouting. The Troop meets each Tuesday evening between 1900 and 2100hrs.

Scouts are encouraged to become involved in the planning and development of their own programme. A progressive patrol system is operated within the section. New scouts begin as a member of a patrol and progress to Assistant Patrol Leader (APL) and Patrol leader (PL), taking an increasingly active role in the organisation and leadership of the Troop. We expect parents of Scout members to meet the same conditions of a minimum of one days support per year as those in the other sections. There is no parent's rota in this section.

## **Activities/Programme**

Activities include camping, conservation, backwoods cooking, pioneering, map reading, climbing, day and night hikes and involve both District activities with members from other scout troops and events based outwith our own area. Participation badges are awarded for annual membership and there are eight challenge awards for achievements and no less than 70 activity badges in the Scout section.

# The Explorer Unit (ESU)

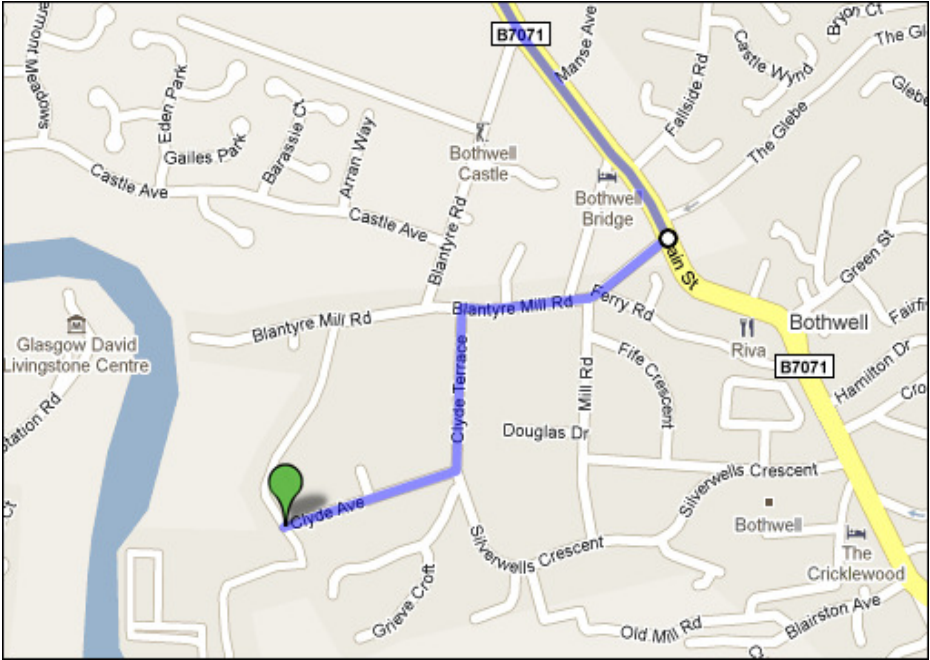
## The Thirteenth (XIII)

From the age of 14, young people can expect to take an increasing role in the planning and management of their Scouting Activities. They may join one or more **Explorer Scout Units**. These are organised by the Strathcalder District and typically comprise members who have come through a number of Scout Groups. Typically they can expect to be involved in more adventurous activities and participate in the Duke of Edinburgh Award scheme and the Young Leaders scheme.

The XIII ESU meets on a Monday night between 1900 and 2100hrs. The Unit is open to young men and women from the ages of 14 to 18. You do not have to have been a Scout or a Guide to join an Explorer Unit. Please note, however, that parental approval to join is required and that we expect parents of the XIII ESU members to meet the same conditions of a minimum of one days support per year as those in the other sections. There is no parent's rota.

From the age of 18 up to 25 young adults can join the **Clyde Scout Network**. Similar organisations exist in other Areas and at many colleges and universities, enabling young people to keep an active interest in Scouting, wherever they live in the U.K.

# Where We Meet...



## **Wooddean Scout Hall, Clyde Avenue, Bothwell, G71 8UL**

This is our own Scout Hall and has been in use by Bothwell Scout Group since it was built in 1970. The Group is currently in the process of working towards a substantial refurbishment and extension which will see us with a fantastic up to date community facility.

# What We Wear...

One of the things that makes Scouting different from many youth organisations is that we have a uniform. The uniform is different to each section:

- Beavers Scouts - a turquoise sweatshirt,
- Cub Scouts - a dark green sweatshirt,
- Scouts - a dark green shirt, navy blue activity trousers and Scout belt

We also have available our own 2nd Bothwell t-shirt which is ideal for wearing under scout shirts for changing after formal ceremonies to take part in games and activities.

### **Scout Necker**

Each Scout Group has a scarf (necker) in its own colours. In our case the necker is the Modern Douglas tartan (you can read why on the Group website). The necker can be tied with a plastic, leather or bound woggle. You will come across other neckers and woggles to celebrate events such as the Scouting Centenary and Scout camps.

### **When should I get a Uniform?**

Your child does not need to wear a uniform for the first few weeks in trying out Scouting. After several weeks the section Leader will tell you when your child will be Invested into the Group. A uniform is needed for this ceremony at which membership badges and a necker will be presented. All members of the section renew their Scouting promise at the investiture ceremony.

### **When should I wear my Uniform?**

**All invested members (Beavers, Cubs and Scouts) are expected to wear the full uniform to weekly meetings.** We reserve the right to send home any member who is continually not dressed appropriately for meetings. Note that certain events, such as parades, require full uniform to be worn.

### **Where to get a Uniform**

New uniform items may be purchased from various retailers in Glasgow and Hamilton (see your section leader for information) or on-line at **[www.glasgowscoutshop.com](http://www.glasgowscoutshop.com)**. Neckers and woggles can be obtained through your section leader.

The positioning of badges on the Uniform can be explained by your section leaders and is shown in diagrams (one for each Section) available online at **[www.scoutbase.org.uk/6to25/](http://www.scoutbase.org.uk/6to25/)**

# What We Pay...

## Subscription Fees

Subscriptions are payable for the periods as follows:

**August:** £30

**February:** £30

**November:** £30

**May:** £30

In addition there is also a Capitation (Membership) Fee of £30 payable every January which covers insurance and Association membership.

***Subs should be paid at the latest by the second week of each beginning month i.e. August / November / February / May.***

***Late payments of subs may see the young person unable to join in activities until monies due are paid.***

## How to Pay

We prefer that subscriptions are paid by cheque made payable to 2<sup>nd</sup> Bothwell. All monies should be placed inside a sealed envelope with the young person's name, amount and reason for payment clearly marked on the outside of the envelope.

## Where does the Money go?

Subscriptions are used to pay the many expenses of providing our activities including equipment and material costs, hall hire payable for the upkeep of our own facility, badges, leader training etc.

Some additional section activities, such as camping weekends, visits and rock-climbing may involve the payment of additional amounts towards the cost of the visit.

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It is Group policy that the additional fund-raising that is carried out throughout the year is used to develop group activities and provide improved resources for scouting activities. Fund-raising is NOT used to subsidise the level of subscriptions.

### **Discounts & Funds**

We appreciate that money can sometimes be tight. Please have a confidential talk with your section leader if you need a bit of help with the cost of a camp or if you want to spread the payment of your subscription. We would never want to see anyone having to leave the Group because of the cost of subscriptions.

The Group has adopted a policy in recent years of providing a discount of 100% of the subscriptions for the children of warranted, uniformed leaders in the Group. If you wish to become a uniformed leader then please contact the GSL.

Similarly where a family has more than one child in the group this can attract a 50% discount on the second and subsequent child's subscriptions.

### **Gift Aid**

The Group is now able to recover income tax on any donation, including subscriptions. The only criteria is that the individual making the donation has to pay income tax or capital gains tax of at least the amount to be recovered by the Group. Please sign the declaration included with this booklet and we can recover 28p for each £1 of subscription from the Tax Man with no additional cost to you.

# Health & Safety Matters

## **Generally...**

We want Scouting activities to be FUN and SAFE at the same time. We recognise that there is no such thing as a risk-free event while, at the same time, we seek to ensure that all reasonable measures are taken to ensure that no member, leader or helper comes to harm as a result of our activities. Please contact the GSL, on a confidential basis, if you have reason to believe that any of our activities are being conducted in a manner that involves inappropriate levels of risk to any participant.

## **Special Needs**

Please discuss any special needs of your child with your Section Leader, on a confidential basis, so that we may work together to enable all of our members to get the most out of Scouting.

## **Data Protection Act**

We maintain the minimum of personal information necessary for the safety of all those involved in the Group and to meet the requirements of the Scout Association. Information held is NOT made available to any other party outside the Scout Association.

## **Safety & Child Protection/ CRB Form**

The Scout Association takes pride in its safety record. Guidance is provided to Leaders through their District and Area support. Safety issues are covered in our Leader Training. For more adventurous activities such as water sports, caving and mountaineering, we have special authorisation arrangements to ensure Scouts are in safe hands. The Scout Association provides public liability insurance.

# **Anti-bullying Policy, Code of Conduct & Disciplinary Procedures**

All members of the Group are expected to have respect for themselves and for other people. We have listed below the policy and codes that we apply in all sections. Parents or carers of our members are required to support these policies and to support the group, and its leaders in their implementation. The application of these policies and rules helps to ensure that everyone can get full benefit and enjoyment from membership of the Scout Association.

# Anti-bullying Policy

## In our Scout Troop?

We DO have respect for everyone as individuals, whatever their differences.

We DO take bullying seriously; it's not just a bit of fun.

We DON'T accept any bullying behaviour

- name-calling
- physical violence
- threats
- being left out
- spreading nasty rumours either in person or by text and email
- stealing, damaging or hiding other peoples possessions or any other way of making people feel bad.

We DO report any bullying we see, whoever it's aimed at. It should be reported to a Leader or to someone else we trust like our Sixer or Patrol Leader or a Young Leader.

We DO take someone seriously if they tell us they're being bullied, and we also don't watch others being bullied without doing something about it.

We DONT just put up with bullying. We DO make sure something is done about it.

# Code of Conduct (Version 01/10)

## General Rules

We **DO** follow the Groups Anti-bullying Policy

We **DO** have self-respect, respect others and respect all property

We **DO** come to section meetings on time in our uniform and we wear it for appropriate events such as making a lodge, grand howls and flag breaks.

We **DO** have respect for our uniform. We **DONT** damage our own or anyone else's uniform.

We **DO** keep our Beaver Scout Promise / Cub Scout Promise / Scout Promise.

We **DO** obey safe, sensible and reasonable instructions

We **DO** try our best and encourage others to do the same

We **DO** act in a polite and courteous manner

We **DO** report any bad behavior to a PL, young leader or Leader

We **DO NOT** carry mobile phones, MP3 players, knives, aerosols, matches or lighters during activities without a Leaders express permission.

### Rules to Control the Level of Noise

We **DO** stop and keep quiet if a Leader running an event raises an arm or blows a whistle.

We **DO** keep quiet if a Leader is speaking and we **DO** listen to what he or she is saying.

When forming a lodge or at a flag break we **DO** stand still facing the flag. We **DO** remain quiet. We **DO** raise our hand and wait our turn if we wish to speak to the Leader in charge.

### Rules to Help Activities go well and to Control Physical Contact.

We **DO** keep our hands and feet to ourselves. We **DO NOT** push, pull, punch, kick, scratch, bite or physically abuse anyone else.

We **DO NOT** behave in a manner likely to injure yourself or others

We **DO NOT** throw objects at anyone or anything else unless it is part of an authorised activity.

We **DO** listen carefully when rules of an activity are being explained.

We **DO NOT** lie or cheat.

We **DO NOT** deliberately cause damage or mess to property or equipment.

We **DO NOT** act aggressively, use bad language or swear.

# **Disciplinary Procedures**

## **Verbal Warnings (Green Card)**

If the behaviour of young person is considered to have fallen well below the 'Group Code of Acceptable Behaviour', a Leader will give him/her a verbal warning. The offender(s) will be told to stop whatever they are doing and warned what will happen if they don't comply.

## **Yellow Cards.**

If a verbal warning is ignored, or in the case of a more serious breach of the code, the young person will be issued with a Yellow Card. The Section Leader will record the name and details of the incident. The Yellow Card detailing the reason for issue will be sent home with the Scout for the signature of acknowledgement of a parent and returned the following week. Failure to return a suitably endorsed card will result in a Red Card being issued. Depending on the Yellow Card incident the sanction may involve a longer time in the 'sin bin' e.g. to the end of a particular game or programme activity.

## **Red Cards**

If the young person commits a second Yellow Card offence within a two month period they will receive a Red Card. They will not be allowed to take any further part in that evenings meeting. Parent(s) will be advised of the issue of a Red Card, as soon as it is practical to do so. Depending on the situation the Section Leader may send for the parent/guardian to collect their child early.

### **Suspension**

If a young person receives a Red Card, they will automatically be suspended from the next two meetings and will not be allowed to attend Camps, or outings held during that month, or the next planned camp or activity (whichever is sooner). In some cases the Section Leader may also request a letter of apology.

A serious single incident (e.g. threatening the personal safety of members) may also lead to an immediate Red Card and suspension for the rest of that session and the following meeting.

The second suspension of a Beaver / Cub / Scout in any one year may result in a permanent exclusion from membership of the 2<sup>nd</sup> Bothwell Scout Group.

# **Your Commitment as a Parent or Carer of a 2<sup>nd</sup> Bothwell Member**

Having your children in 2<sup>nd</sup> Bothwell is NOT like sending them to a Youth Club. We require YOU to contribute to the running of our Group. By having your Young Person in Bothwell Scouts you are giving a promise to give at least one day of your time to the Group each year. This is a requirement of your child being accepted as a member. We believe that your commitment is consistent with your child's Scouting promise to help others.

## **Your Minimum Commitment (either parent) is as follows:**

1. That you make arrangements to deliver your young person to the location of the meeting at the notified start time. Please note that you should NOT leave your child before the meeting starts without ensuring that a Leader is present to take that meeting. We are not responsible for the welfare of your children outside of our stated meeting times.
2. That you will make arrangements to collect your young person at the end of the meeting. Please note that we will NOT allow Beaver Scouts or Cub Scouts to leave our premises on their own at the end of a meeting.
3. That you must attend on the required date if your child's section runs a Parents Rota.

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4. That you assist the Group for one full day in any year while your child is a member of any Bothwell section.
5. That, where required, you will complete a Criminal Record Bureau (CRB) form in order to enable us to comply with legal regulations to allow you to help at section or group activities which include camping or other overnight events.
6. That you support us in applying our anti-bullying policy, behaviour policy and code of conduct.
7. That you pay subscriptions that are due at the start of each term.

### **Additional ways of supporting the Group include:**

1. Becoming a uniformed leader. Full training is provided and the Group pays for your uniform. Please contact the GSL for more information.
2. Becoming a regular (non-uniformed) helper in a section. Please contact the Leader of the section for more information.
3. Joining the Executive Committee to help develop the Group and to maintain and extend our resources. Please contact the Chair for more information and available opportunities to best utilise your strengths and skills.
4. Helping to maintain our hall during our work-weekends.
5. Organising a special event for a section, or the Group as a whole, to suit your own particular skills and interests.



# Family Information & Consent Forms

## Contact Information

Child's name: \_\_\_\_\_

Gender: M / F

Date of Birth: / /

Religion: \_\_\_\_\_

Child's address:

\_\_\_\_\_  
\_\_\_\_\_

Child's e-mail address: \_\_\_\_\_

Child's mobile no: \_\_\_\_\_

Parental name: \_\_\_\_\_

Parental contact tel no. 1: \_\_\_\_\_

Parental contact tel no. 2: \_\_\_\_\_

Parental e-mail address: \_\_\_\_\_

Alternative contact name (please state relationship):

\_\_\_\_\_

Alternative contact tel no.: \_\_\_\_\_

## Medical Information

Please list any medical conditions, allergies or special requirements your child has (full information on the appropriate way to cater for these should also be given to your child's Leader):

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Please give details of any dietary requirements your child has:

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## Further Information

Parent(s) occupation(s): \_\_\_\_\_

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Time available per week/month/year for assisting with the Group:

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Please give details of any skills or hobbies you have that could contribute to the running of the Group or the provision of activities:

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### Code of Conduct

We have read, understood and agree to the conditions laid out in the Code of Conduct, Disciplinary Procedures and Welcome Pack.

Scout's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(Parent/Guardian)

### Photo Consent

I hereby give / do not give (delete as appropriate) my permission for my child to be photographed / videoed during Scout activities and for those photographs / video footage to be used to publicise and display the achievements of 2<sup>nd</sup> Bothwell Scout Group and the Scouting Association. I understand this form shall remain valid until the Group are advised in writing otherwise. Your child's full name will not be used in any publication.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(Parent/Guardian)

### Activity Consent

I understand that Scouting activities may on occasion take place outwith the designated Scout Hall during general weekly meetings and give consent for my child to participate in all the activities of the troop. All activities are run in accordance with the Scout Association rules.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(Parent/Guardian)

### Medical Consent

If it becomes necessary for the above named young person to receive medical treatment and I cannot be contacted to authorise this, I hereby give my general consent to any necessary medical treatment and authorise the Leader in charge to sign any document required by the hospital authorities.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(Parent/Guardian)

Official use only	CoC Policy	Photo	Activity	Medical	Filed