

July 2020

Training Requirements & POR Updates

Pre-Launch Check

(Consultation closed)

Following reviews of our Safety and Safeguarding training, our training requirements for all roles and the tools available for managers where members are not compliant with our Appointment and Training requirements, the Operations Committee has agreed a number of rule and procedure changes to ensure all volunteers have the knowledge and tools to deliver Scouting safely.

Following this pre-launch check, the intention is to publish and implement these changes in September 2020. Until the updates are published in POR the current rules (January 2020 POR) continue to apply.

Any comments or concerns about these changes were collected in a pre-launch check survey which closed on 28 July – the feedback is now being reviewed.

Many of changes and updates covered in this document will also be covered as part of a [series of webinars on keeping everyone safe](#), which you may wish to join if you want to learn more about the practicalities of how these may be implemented and a chance to ask questions related to this.

The pre-launch checks relate to changes to the following topics:

- Nights Away Requirements
- Group, District and County Council membership
- Getting Started Training Requirements
- Mandatory Ongoing Learning Requirements
- Awards and Uniform Diagrams
- Complaints
- Appointments process including the Appointments Table.

POR Updates

The Operations Committee have approved updates to a number of rules which are outlined below. These affect the following chapters:

- Chapter 3 - The Scout Group
- Chapter 4 - The Scout District
- Chapter 5 - The Scout County
- Chapter 9 - Activities
- Chapter 10 - Uniform, badges and emblems
- Chapter 11 - Awards and recognition of service
- Chapter 15 - Complaints, suspensions and dismissals
- The appointment process including Table 2: Appointments

Note: All POR wording can be found in Appendix A starting on page 7 of this document.

Nights Away Requirements

Keeping young people safe is our primary aim in Scouting. This requires adult volunteers to be up to date with their mandatory training. This training ensures that adults have the knowledge to manage activities safely, something which is especially important when taking young people away overnight. This update to the rules will require all adult members (excluding occasional helpers, those attending with only Scout Network membership and others who do not have a membership) present overnight at a nights away activity to have current and valid safeguarding and safety training recorded on Compass.

The changes relate to the following rules:

- Chapter 9.56 Nights Away Responsibilities

Group, District and County Scout Council membership

As part of the January 2020 POR release, Table 2: Appointments was updated so that members have either associate or member status. We are also working to ensure Table 2: Appointments becomes the 'single source of truth' on appointment requirements. Therefore, the proposal is to reword the Scout Council membership rules to state that it includes all members and associate members as defined by Table 2: Appointments. This is not intended to make any changes to who is a member of the Council but to improve the wording of the rule.

The changes relate to the following rules:

- Chapter 3.23 The Constitution of the Scout Group
- Chapter 4.25 The Constitution of the Scout District
- Chapter 5.16 The Constitution of the Scout County

Getting Started Training Requirements

NOTE: *Table 2: Appointments is being up dated to include all roles and reflect these changes in training requirements. For clarity, Occasional Helpers^{SV} and Scout Network members will not be added to Table 2: Appointments or have a requirement to complete this training as they are not considered roles in the same way as our other adult appointments.

Safety & Safeguarding

Keeping everyone safe is fundamental to everything we do in Scouting and so it's important that all our members have up to date knowledge, through training on our safety and safeguarding procedures along with key information for their roles. Therefore, within the first 5 months of their role start date (as recorded on Compass) all members and associate members will be required to complete Safety and Safeguarding training, as defined in POR The appointment process chapter, rule Table 2: Appointments.*

As part of this change, we are seeking feedback on how **President and Vice President** roles are used locally and the training requirements for their role. This will help us better understand and determine the impact this additional training will have on them. Please add your feedback in the survey, link above.

The [Safeguarding eLearning training](#) was updated on 2 June 2020. The Safety training will be updated in the same format and is on schedule for release by early September. Both are designed as independent learning. Where, for accessibility reasons, members cannot complete this training independently, a Training Adviser, Local Training Manager or County Training Manager could meet with them to go through the online learning with them, providing one-to-one support or, exceptionally, using a workbook.

As the training is designed as independent learning, from September, (not as a classroom run course) and along side all of the other updates being made in Safeguarding and Safety, we are reviewing the roles that deliver this training. We will communicate directly with those affected and their line managers in due course.

Module 1, 6 & Trustee Introduction

Module 1 Essential Information

Understanding our fundamentals and values, along with key responsibilities of different volunteers in Scouting, is important for new volunteers joining the movement.

All members and associate members, as defined in POR The appointment process chapter, rule Table 2: Appointments will be required, within the first 5 months of the role start date (as recorded on Compass) to complete; Module 1 Essential Information.*

Module 1 Essential Information will be updated to include an assessment which will cover the validation requirement for the module.

It is designed as independent learning. Where, for accessibility reasons, members cannot complete this training independently, a Training Adviser, Local Training Manager or County Training Manager could meet with them to go through the online learning with them, providing one-to-one support or exceptionally using a workbook.

Additionally, the existing content of the Changes in Scouting (Module 6) training will be included in Module 1 Essential

Information along with validation as part of the assessment to complete Module 1. There are no changes to the content for learners on Changes in Scouting but it will now be part of the learning for all members. Therefore, Changes in Scouting (Module 6) will be discontinued as a separate module.

It is important that all members are supported to understand the organisation, when they volunteer for Scouts. The changes to the module; being independent learning and including online validation make completing this training easier and more accessible. And including the Changes in Scouting (Module 6) training enables all members to understand our heritage whilst at the same time reduces the number of individual modules that are required as part of their learning plan.

Trustee Introduction

Essential Information for Executives (Module 1 EX) training will be discontinued as all members and associate members, as defined in POR The appointment process chapter, rule Table 2: Appointments, will be required to complete Module 1 Essential Information. This will include Executive members.

Instead, an updated Trustee specific introduction module will be available to encompass information required to support people in Executive Committee roles. This will enable all those who have the responsibilities of trustees to have training, as currently those with an Ex Officio role, such as Group Scout Leader, Section Leader (if opted-in to a Group Executive), District Commissioner and County Commissioner miss out on this vital information.

The training will detail the responsibilities of trustees and provide more detail of variations between the nations. This module will be for all trustees, so will be a requirement of (and appear in the PLP for) anyone with an Ex Officio role on an Executive Committee (including Chair, Secretary and Treasurer, Group Scout Leaders, District Commissioners, District Explorer Scout Commissioners, Youth Commissioners, County Commissioners and the like). It will be a requirement for Section Leaders too, but only where they have opted into the role of Trustee (so it won't automatically be included in a Section Leader PLP). The training will be required within the first 5 months of the role start date (as recorded on Compass) and be designed as independent learning with an assessment which will cover the validation requirement for the module. Where, for accessibility reasons, members cannot complete this training independently, a Training Adviser, Local Training Manager or County Training Manager could meet with them to go through the online learning with them, providing one-to-one support or exceptionally using a workbook..

The changes relate to the following rules:

- Chapter 3.23 The Constitution of the Scout Group
- Chapter 3.43 The Training of Adults
- Chapter 4.25 The Constitution of the Scout District
- Chapter 4.50 The Training of Adults in the Scout District
- Chapter 5.16 The Constitution of the Scout County
- Chapter 5.40 Training of Adults in the Scout County
- The appointment process - 13.2 Training Requirements for Appointments Advisory Committee Members
- The appointment process - 14.6 Pre-Provisional and Provisional Appointments
- The appointment process - Table 2: Appointments ^{sv}

Mandatory Ongoing Learning Requirements

All members and associate members will be required to complete Safety and Safeguarding training as part of their first 5 months in role, they will also be required to renew this training.

The renewal period will change from 5 years to 3 years. This will bring all mandatory ongoing learning into alignment (as First Aid is also 3 years).

A transition period of 12 months, to September 2021, will be in place, for all members for safety and safeguarding training and we will extend the First Aid transition period by 12 months also, to conclude in September 2021. A data fix will be applied to Compass to ensure that mandatory ongoing learning renewal dates are in line with this transition period.

This will mean:

Last Completed Date	Updated Renewal date
2016 and earlier	No change to existing MOGL renewal date.
2017 or 2018	New MOGL renewal year will be set to 2021

	If last completed month is before September then the renewal month will be set to September.
2019	New MOGL renewal year will be set to 2022
2020	New MOGL renewal year will be set to 2023

This is being introduced as keeping young people and adult's safe in Scouting is everyone's responsibility and there are updates that are made to our policies and processes in these areas, from time to time. It is always advantageous to refresh our knowledge in certain areas.

The changes relate to the following rules:

- Chapter 9.7 Adventurous Activities Permit Scheme
- Chapter 9.56 Nights Away Responsibilities
- The appointment process - 4.9 Training

Awards and Uniform Diagrams

As the processes of awards have been amended (January 2019) there are a number of rules that need to be updated to ensure that they are in line with current process. This particularly affects rules on how nominations are undertaken for Good Service awards.

Queen Scout Awards are also sent from HQ to Queen Scout Coordinators, where appointed, and so the rules should reflect this.

The changes relate to the following rules:

- Chapter 4.57 The Queen's Scout Award
- Chapter 5.45 The Queen's Scout Award
- Chapter 10.22 Badges and Awards – Supply
- Chapter 11.1 Award **Nominations** and Recognition of Service

Complaints

To ensure we have a safe and positive environment for everyone in Scouts, for both our young people and our volunteers, a number of policies are being updated and new policies introduced to help set a supportive culture and provide volunteers with a robust way of dealing with issues or incidents if they arise.

This includes a Complaints Policy (formerly the Complaints Procedure), Anti Bullying and Harassment policy (for adults) and Whistleblowing policy. More information will be shared soon on the detail of these policies, including through a webinar. [More information can be found here.](#)

Additionally, the National Safeguarding team at HQ have introduced a Safeguarding Stay Away to ensure that any investigation or inquiry proceeds in as fair and objective manner as possible. It can be used where the information, at the point of referral is insufficient, disputed or inconsistent and will now be documented in POR from September 2020.

The changes relate to the following rules:

- Chapter 15.1 Complaints
- Chapter 15.2 Suspension of adult Members, Associate Members and non-Members
- Chapter 15.3 **Safeguarding Stay-Away**

Appointments process including the Appointments Table

Many managers have asked for clearer statements and tools for when members have not completed their training requirements within the prescribed first 5 months or 3 years for a Wood Badge, among other things, where suspension should be a last resort. As such, there will be the introduction of mutually agreed restrictions which will provide an additional tool to line managers, whilst an investigation takes place, or to enable training to be completed, for up to four weeks. The ability to extend appointments has been removed with the introduction of mutually agreed restrictions.

Additionally there are updates to further improve the text of the Appointments Process chapter, to pick up on questions that have been asked over the past year or so in order to provide further clarity.

Table 2: Appointments

Table 2: Appointments is the table in POR: The Appointment Process that lists the available roles in The Scouts and should be the 'single source of truth' on appointment requirements. Table 2 needs to reflect changes to training requirements and include all roles that are available on Compass. As Table 2 does not currently contain all roles, there are a number of roles for which the appointment process, training, disclosure and appointment review requirements are not clear.

For clarity, Occasional Helpers^{SV} and Scout Network members will not be added to Table 2: Appointments as they are not considered roles in the same way as our other adult appointments.

Compass, will, in due course then also be brought into line with POR, though this process may not be complete by the time that the new version of POR is published.

We are also taking the opportunity to amend the format of Table 2 and for roles to be placed into 'role families' and then into hierarchy (i.e. Group, District, County). The role families will be:

- Programme Delivery roles
- Line Manager roles
- Governance roles
- Support roles

As Table 2 is already large (occupying 24 pages in POR), in this paper we are setting out some examples.

The changes relate to the following rules:

- The appointment process - 1.1 Appointments
- The appointment process - 11.2 Roles
- The appointment process - 12 The Appointment Process Overview
- The appointment process - 13.3 Duties of the Appointment Advisory Committee^{SV}
- The appointment process - 13.4 The Appointment Panel Meeting
- The appointment process - 14.5 The Procedure for Making Appointments
- The appointment process - 14.6 Pre-Provisional and Provisional Appointments
- The appointment process - 14.7 Full Appointments
- The appointment process - 4.9 Training
- The appointment process - 5. Reviewing Appointments
- The appointment process - 7. Cancellation or Non-renewal of Appointments
- The appointment process - 8. Resolving Disagreements
- The appointment process - Table 2: Appointments^{SV} Notes
- The appointment process - Table 2: Appointments^{SV}

Appendix A - POR Updates

The table below indicates the rules which are being pre-launch checked as part of this process. Those indicated in **red** are new, amended or removed rules.

Chapter 3 – The Scout Group	
Current	Proposed
<p>POR Rule 3.23 The Constitution of the Scout Group</p> <p>a. The Group Scout Council sv The Group Scout Council is the electoral body, which supports Scouting in the Scout Group. It is the body to which the Group Executive Committee is accountable.</p> <p>i. Membership of the Group Scout Council is open to:</p> <ul style="list-style-type: none"> • Scouters; • Group Scout Active Support members (including the Group Scout Active Support Manager and Group Scout Active Support Co-ordinators – if appointed); • Colony, Pack and Troop Assistants ; • Skills Instructors; • Administrators; • Advisers; • Patrol Leaders; • all parents of Beaver Scouts, Cub Scouts and Scouts; • the Sponsoring Authority or its nominee; • any other supporters including former Scouts and their parents who may be admitted by the Group Scout Leader, the Group Executive Committee or the Group Scout Council; • Explorer Scout Leaders (if stated in a Partnership Agreement); 	<p>POR Rule 3.23 The Constitution of the Scout Group</p> <p>a. The Group Scout Council sv The Group Scout Council is the electoral body, which supports Scouting in the Scout Group. It is the body to which the Group Executive Committee is accountable.</p> <p>i. Membership of the Group Scout Council is open to:</p> <ul style="list-style-type: none"> • All adult members and associate members of the Scout Group (see The Appointments process chapter, Table 2: Appointments); • Patrol Leaders; • Explorer Scouts (if stated in a Partnership Agreement); • all parents of Beaver Scouts, Cub Scouts, Scouts and Explorer Scouts (if stated in a Partnership Agreement); • Explorer Scout Leaders (if stated in a Partnership Agreement); • the Sponsoring Authority or its nominee; • any other supporters including former Scouts and their parents who may be admitted by the Group Scout Council on the recommendation of the Group Executive Committee and the Group Scout Leader;
<p>b. The Group Executive Committee v. Additional Requirements for Charity Trustees: sv</p> <ul style="list-style-type: none"> • All ex-officio, elected, nominated and co-opted members of the Group Executive Committee are Charity Trustees of the Scout Group. • Only persons aged 18 and over may be full voting members of the Group Executive Committee because of their status as Charity Trustees (however the views of young 	<p>b. The Group Executive Committee v. Additional Requirements for Charity Trustees: sv</p> <ul style="list-style-type: none"> • All ex-officio, elected, nominated and co-opted members of the Group Executive Committee are Charity Trustees of the Scout Group. • Only persons aged 18 and over may be full voting members of the Group Executive Committee because of their status as Charity Trustees (however the views of young people

<p>people in the Group must be taken into consideration).</p> <ul style="list-style-type: none"> • Certain people are disqualified from being Charity Trustees by virtue of the Charities Acts. (See rule 13.1) • Charity Trustees are responsible for ensuring compliance with all relevant legislation including the Data Protection Act 2018. • Some Groups may also need to register as a charity. (See Rule 13.3).^{sv} 	<p>in the Group must be taken into consideration).</p> <ul style="list-style-type: none"> • Certain people are disqualified from being Charity Trustees by virtue of the Charities Acts. (See rule 13.1) • Charity Trustees are responsible for ensuring compliance with all relevant legislation including the Data Protection Act 2018. • Complete Module 1 Essential Information, Safety, Safeguarding, GDPR and Trustee Introduction training within 5 months of the role start date. • Some Groups may also need to register as a charity. (See Rule 13.3).^{sv}
<p>POR Rule 3.43 The Training of Adults</p>	<p>POR Rule 3.43 The Training of Adults</p>
<p>c. During the Provisional Appointment period, the Getting Started modules should be completed.</p> <p>These comprise of:</p> <ul style="list-style-type: none"> • Module 1 – <i>Essential Information</i> • GDPR – <i>General Data Protection Regulations</i> • Module 2 – <i>Personal Learning Plan</i> and either: • Module 3 – <i>Tools for the Role (Section Leaders)</i> or • Module 4 – <i>Tools for the Role (Managers and Supporters)</i> 	<p>c. During the Provisional Appointment period, the Getting Started modules should be completed.</p> <p>These comprise of:</p> <ul style="list-style-type: none"> • Module 1 – <i>Essential Information</i> • Safety • Safeguarding • Trustee Introduction (where applicable) • GDPR – <i>General Data Protection Regulations</i> • Module 2 – <i>Personal Learning Plan</i> and either: • Module 3 – <i>Tools for the Role (Section Leaders)</i> or • Module 4 – <i>Tools for the Role (Managers and Supporters)</i>

<p>Chapter 4 – The Scout District</p>	
<p>Current</p>	<p>Proposed</p>
<p>POR Rule 4.25 The Constitution of the Scout District</p>	<p>POR Rule 4.25 The Constitution of the Scout District</p>
<p>e. The District Scout Council sv</p> <p>i. The District Scout Council is the electoral body, which supports Scouting in the District. It is the body to which the District Executive Committee is accountable.</p> <p>ii. Membership of the District Scout Council is open to:</p> <ul style="list-style-type: none"> • Commissioners; • District and Group Active Support Managers • Scouters; 	<p>e. The District Scout Council sv</p> <p>i. The District Scout Council is the electoral body, which supports Scouting in the District. It is the body to which the District Executive Committee is accountable.</p> <p>ii. Membership of the District Scout Council is open to:</p> <ul style="list-style-type: none"> • All adult members and associate members of the Scout District (see The Appointments process chapter, Table 2: Appointments);

<ul style="list-style-type: none"> • Administrators; • Section Assistants; • Skills Instructors; • Advisers; • all Explorer Scouts; • all members of the District Scout Network; • A representative of the Troop Leadership Forum, selected from amongst the membership of the Forum; • Representatives of each District Explorer Scout Unit, selected from amongst the membership of each Explorer Scout Unit; • A representative of the District Scout Network, selected from amongst the membership of District Scout Network • Members and Associate Members of the Movement registered in the Scout District and including Members of District Scout Active Support Units; • all parents of Explorer Scouts; • persons elected or re-elected annually by the District Scout Council on the recommendation of the District Commissioner and the District Executive Committee; • the County Commissioner and County Chair are ex-officio members of the District Scout Council. 	<ul style="list-style-type: none"> • All adults holding the following appointments from Scout Groups in the District; <ol style="list-style-type: none"> i. Group Scout Leader ii. Assistant Group Scout Leader iii. Group Chair iv. Group Secretary v. Group Treasurer vi. Section Leader vii. Assistant Section Leader • all Explorer Scouts; • all members of the District Scout Network; • A representative of the Troop Leadership Forum, selected from amongst the membership of the Forum; • all parents of Explorer Scouts; • persons elected or re-elected by the District Scout Council on the recommendation of the District Commissioner and the District Executive Committee; • the County Commissioner and County Chair are ex-officio members of the District Scout Council.
<p>f. The District Executive Committee ^{SV} v. Additional Requirements for Charity Trustees: ^{SV}</p> <ul style="list-style-type: none"> • All ex-officio, elected, nominated and co-opted members of the District Executive Committee are Charity Trustees of the Scout District. • Only persons aged 18 and over may be full voting members of the District Executive Committee because of their status as Charity Trustees (however the views of young people in the District must be taken into consideration). • Certain people are disqualified from being Charity Trustees by virtue of the Charities Acts. (See rule 13.1) • Charity Trustees are responsible for ensuring compliance with all relevant legislation including the Data Protection Act 2018. 	<p>f. The District Executive Committee ^{SV} v. Additional Requirements for Charity Trustees: ^{SV}</p> <ul style="list-style-type: none"> • All ex-officio, elected, nominated and co-opted members of the District Executive Committee are Charity Trustees of the Scout District. • Only persons aged 18 and over may be full voting members of the District Executive Committee because of their status as Charity Trustees (however the views of young people in the District must be taken into consideration). • Complete Module 1 Essential Information, Safety, Safeguarding, GDPR and Trustee Introduction training within 5 months of the role start date. • Certain people are disqualified from being Charity Trustees by virtue of the Charities Acts. (See rule 13.1)

	<ul style="list-style-type: none"> Charity Trustees are responsible for ensuring compliance with all relevant legislation including the Data Protection Act 2018.
POR Rule 4.50 The Training of Adults in the Scout District	POR Rule 4.50 The Training of Adults in the Scout District
<p>c. During the Provisional Appointment period, the Getting Started modules should be completed.</p> <p>These comprise of:</p> <ul style="list-style-type: none"> Module 1 – <i>Essential Information</i> GDPR – <i>General Data Protection Regulations</i> Module 2 – <i>Personal Learning Plan</i> and either: Module 3 – <i>Tools for the Role (Section Leaders)</i> or Module 4 – <i>Tools for the Role (Managers and Supporters)</i> 	<p>c. During the Provisional Appointment period, the Getting Started modules should be completed.</p> <p>These comprise of:</p> <ul style="list-style-type: none"> Module 1 – <i>Essential Information</i> Safety Safeguarding Trustee Introduction (where applicable) GDPR – <i>General Data Protection Regulations</i> Module 2 – <i>Personal Learning Plan</i> and either: Module 3 – <i>Tools for the Role (Section Leaders)</i> or Module 4 – <i>Tools for the Role (Managers and Supporters)</i>
POR Rule 4.57 The Queen's Scout Award	POR Rule 4.57 The Queen's Scout Award
<p>b. The young person must register with Headquarters to begin working on the award and will then be assigned a mentor locally.</p> <p>c. On completion of the award, Headquarters must be notified and the badge and certificate will be sent to the relevant Commissioner. ^{sv}</p>	<p>c. On completion of the award, Headquarters must be notified and the badge and certificate will be sent to the relevant Queen's Scout Award Coordinator for presentation or, if none appointed, to the relevant Commissioner. ^{sv}</p>

Chapter 5 – The Scout County	
Current	Proposed
POR Rule 5.16 The Constitution of the Scout County	POR Rule 5.16 The Constitution of the Scout County
<p>e. The County Scout Council ^{sv}</p> <p>i. The County Scout Council is the electoral body which supports Scouting in the County. It is the body to which the County Executive Committee is accountable.</p> <p>ii. Membership of the County Scout Council is open to:</p> <p>Ex-officio Members</p> <ul style="list-style-type: none"> County President; County Vice-Presidents; Regional Commissioner; County Chair; County Commissioner; County Secretary; 	<p>e. The County Scout Council ^{sv}</p> <p>i. The County Scout Council is the electoral body which supports Scouting in the County. It is the body to which the County Executive Committee is accountable.</p> <p>ii. Membership of the County Scout Council is open to:</p> <p>Ex-officio Members</p> <ul style="list-style-type: none"> All adult members and associate members of the Scout County (see The Appointments process chapter, Table 2: Appointments); Regional Commissioner; District Commissioners;

<ul style="list-style-type: none"> • County Treasurer; • County Youth Commissioner • Deputy County Commissioners; • County Scout Active Support Managers; • County Training Manager; • Assistant County Commissioners; • County Scouters; • County Skills Instructors; • County Advisers; • County Administrators; • Local Training Managers; • District Commissioners; • District Youth Commissioners • District Chair; • District Secretaries; • District Treasurers; • District Scout Active Support Managers; • A representative of the County Troop Leadership Forum, selected from amongst the membership of the Forum; • A representative of the County Explorer Scout Forum, selected from amongst the membership of the Forum; • A representative of the Scout Network, selected from amongst the membership of the District Scout Networks in the County 	<ul style="list-style-type: none"> • District Youth Commissioners • District Chair; • District Secretaries; • District Treasurers; • District Scout Active Support Managers; • A representative of the County Troop Leadership Forum, selected from amongst the membership of the Forum; • A representative of the County Explorer Scout Forum, selected from amongst the membership of the Forum; • A representative of the Scout Network, selected from amongst the membership of the District Scout Networks in the County
<p>f. The County Executive Committee ^{sv} v. Additional Requirements for Charity Trustees:^{sv}</p> <ul style="list-style-type: none"> • All ex-officio, elected, nominated and co-opted members of the County Executive Committee are Charity Trustees of the Scout County • Only persons aged 18 and over may be full voting members of the County Executive Committee because of their status as Charity Trustees (however the views of young people in the County must be taken into consideration). • Certain people are disqualified from being Charity Trustees by virtue of the Charities Acts. (See rule 13.1) • Charity Trustees are responsible for ensuring compliance with all relevant legislation including the Data Protection Act 2018. 	<p>f. The County Executive Committee ^{sv} v. Additional Requirements for Charity Trustees: ^{sv}</p> <ul style="list-style-type: none"> • All ex-officio, elected, nominated and co-opted members of the County Executive Committee are Charity Trustees of the Scout County • Only persons aged 18 and over may be full voting members of the County Executive Committee because of their status as Charity Trustees (however the views of young people in the County must be taken into consideration). • Certain people are disqualified from being Charity Trustees by virtue of the Charities Acts. (See rule 13.1) • Charity Trustees are responsible for ensuring compliance with all relevant legislation including the Data Protection Act 2018. • Complete Module 1 Essential Information, Safety, Safeguarding, GDPR and Trustee

<ul style="list-style-type: none"> Some Counties may also need to register as a charity. (See Rule 13.3).^{sv} 	<p>Introduction training within 5 months of the role start date.</p> <ul style="list-style-type: none"> Some Counties may also need to register as a charity. (See Rule 13.3).^{sv}
POR Rule 5.40 Training of Adults in the Scout County	POR Rule 5.40 Training of Adults in the Scout County
<p>c. During the Provisional Appointment period, the Getting Started modules should be completed.</p> <p>These comprise of:</p> <ul style="list-style-type: none"> Module 1 – <i>Essential Information</i> GDPR – <i>General Data Protection Regulations</i> Module 2 – <i>Personal Learning Plan</i> and either: Module 3 – <i>Tools for the Role (Section Leaders)</i> or Module 4 – <i>Tools for the Role (Managers and Supporters)</i> 	<p>c. During the Provisional Appointment period, the Getting Started modules should be completed.</p> <p>These comprise of:</p> <ul style="list-style-type: none"> Module 1 – <i>Essential Information</i> Safety Safeguarding Trustee Introduction (where applicable) GDPR – <i>General Data Protection Regulations</i> Module 2 – <i>Personal Learning Plan</i> and either: Module 3 – <i>Tools for the Role (Section Leaders)</i> or Module 4 – <i>Tools for the Role (Managers and Supporters)</i>
POR Rule 5.45 The Queen’s Scout Award	POR Rule 5.45 The Queen’s Scout Award
<p>b. The young person must register with Headquarters to begin working on the award and will then be assigned a mentor locally.</p> <p>c. On completion of the award, UK Headquarters must be notified and the badge and certificate will be sent to the relevant Commissioner or their nominee for presentation.</p>	<p>b. On completion of the award, UK Headquarters must be notified and the badge and certificate will be sent to the relevant Queen’s Scout Award Coordinator for presentation or, if none appointed, the relevant Commissioner.^{sv}</p>

Chapter 9 – Activities	
Current	Proposed
POR Rule 9.7 Adventurous Activities Permit Scheme	POR Rule 9.7 Adventurous Activities Permit Scheme
<p>i. All groups undertaking adventurous activities must have immediate access to someone holding a relevant and current first aid qualification. This need not be the permit holder. The detail of the first aid skills required will be identified by the risk assessment, but the minimum qualifications (or equivalents) are:</p> <ul style="list-style-type: none"> A full first aid certificate as defined at FS120052 is required for all remote activities, where travelling time is 3 hours or more (in the method of travel being used) to a point of refuge including; <ul style="list-style-type: none"> a road which carries a normal road-going ambulance 	<p>i. All groups undertaking adventurous activities must have immediate access to someone holding a relevant and current first aid qualification. This need not be the permit holder. The detail of the first aid skills required will be identified by the risk assessment, but the minimum qualifications (or equivalents) are:</p> <ul style="list-style-type: none"> A full first aid certificate as defined at FS120052 is required for all remote activities, where travelling time is 3 hours or more (in the method of travel being used) to a point of refuge including; <ul style="list-style-type: none"> a road which carries a normal road-going ambulance a building which is occupied (such as a farm or harbour);

<ul style="list-style-type: none"> • a building which is occupied (such as a farm or harbour); • or another means of calling help (such as a telephone box) • First Response is required for all other adventurous activities. <p>–</p> <p>NOTE: Rule 9.7 is now for implementation by Counties by 31 December 2020. During this time, where the revised processes have not been implemented locally, reference should be made to Rule 9.7 October 2018 version of POR.</p>	<ul style="list-style-type: none"> • or another means of calling help (such as a telephone box) • First Response is required for all other adventurous activities. <p>–</p> <p>NOTE: Rule 9.7 is now for implementation by Counties, existing members will have until September 2021 to comply with the 3 year renewal of mandatory ongoing learning. During this time, where the revised processes have not been implemented locally, reference should be made to Rule 9.7 October 2018 version of POR.</p>
<p>POR Rule 9.56 Nights Away Responsibilities</p>	<p>POR Rule 9.56 Nights Away Responsibilities</p>
<p>b The District Commissioner is responsible for:</p> <ul style="list-style-type: none"> • the issue of Nights Away Permits in accordance with the application, assessment and approval process and content of the appropriate factsheet; The Commissioner can only approve the issue of a Permit following the recommendation of a Nights Away Adviser and cannot increase the level of the permit beyond that recommended without a further assessment by an NAA. • suspension or withdrawal of Nights Away Permits as per Rule 9.58; • the standards of all camping and residential experiences taking place in the District and may cancel an event, if judged necessary; • appointing one, or more, Nights Away Advisers in accordance with the process and content of the appropriate factsheet. <p>County Commissioners have these responsibilities for events and permits issued by the County.</p>	<p>b The District Commissioner is responsible for:</p> <ul style="list-style-type: none"> • the issue of Nights Away Permits in accordance with the application, assessment and approval process and content of the appropriate factsheet; The Commissioner can only approve the issue of a Permit following the recommendation of a Nights Away Adviser and cannot increase the level of the permit beyond that recommended without a further assessment by an NAA. • suspension or withdrawal of Nights Away Permits as per Rule 9.58; • ensuring that all adult members <u>(this excludes occasional helpers, those attending with only Scout Network membership and others who do not have a membership) who are present overnight at a nights away activity have current safeguarding and safety training recorded on Compass;</u> • the standards of all camping and residential experiences taking place in the District and may cancel an event, if judged necessary; • appointing one, or more, Nights Away Advisers in accordance with the process and content of the appropriate factsheet. <p>County Commissioners have these responsibilities for events and permits issued by the County.</p>
<p>POR Rule 9.56 Nights Away Responsibilities</p>	<p>POR Rule 9.56 Nights Away Responsibilities</p>
<p>e. The requirement to have completed a First Response course is waived for holders of a valid First Aid qualification, where the syllabus equals or exceeds that of a First Response course, including hypothermia and hyperthermia training.</p> <p>NOTE: Rule 9.56d is now for implementation by Counties by 31 December 2020. During this time, where the revised processes have not yet been</p>	<p>e. The requirement to have completed a First Response course is waived for holders of a valid First Aid qualification, where the syllabus equals or exceeds that of a First Response course, including hypothermia and hyperthermia training.</p> <p>NOTE: Rule 9.56d is now for implementation by Counties, existing members will have until September 2021 to comply with the 3 year renewal of mandatory</p>

implemented locally, reference should be made to Rule 9.56d October 2018 version of POR.	ongoing learning. During this time, where the revised processes have not yet been implemented locally, reference should be made to Rule 9.56d in the October 2018 version of POR.
--	---

Chapter 10 – Uniform, badges and emblems	
Current	Proposed
POR Rule 10.22 Badges and Awards - Supply	POR Rule 10.22 Badges and Awards - Supply
<p>a. Badges and awards must be obtained through County Badge Secretaries; District Badge Secretaries; Scout Shops Limited outlets; or Scout Shops Limited online and from no other source.</p> <p>b. The exception to this is the Queen’s Scout Award, the Explorer Belt badge and the Scouts of the World Award, which are only available from Headquarters.</p>	<p>a. Badges and awards must be obtained through County Badge Secretaries; District Badge Secretaries or Scout Store.</p> <p>b. The exception to (a) above is the initial Queen’s Scout Award, the Explorer Belt badge, the Scouts of the World Award, Good Service awards, Length of Service awards as well as Meritorious Conduct and Gallantry awards which are only available from Headquarters. Replacements are available from Scout Store.</p>

Chapter 11 - Awards and recognition of service	
Current	Proposed
POR Rule 11.1 Applications for Awards and Recognition of Service	POR Rule 11.1 Award Nominations and Recognition of Service
<p>a. Applications for Scout awards and recognition of service are initiated by any member of The Scout Association. Nominations must be supported by the County/Area/Region (Scotland) Commissioner or where a CC/AC/RC is nominated, supported by the appropriate line managing Commissioner.</p> <p>b. Application forms can be found at www.scouts.org.uk/awards and completed nominations should be submitted by email to awards@scouts.org.uk</p> <p>c. Before completing an Application Form, District and County Commissioners are advised to consult the guidelines Applying for Decorations and Awards, at www.scouts.org.uk/awards</p>	<p>a. Nominations for Scout Good Service awards as well as Meritorious Conduct, Gallantry, Cornwell Scout Badge & Chief Scouts Personal Award can be initiated by anyone. Nominations must be approved/supported by the relevant Commissioner.</p> <p>b. Nomination forms can be found at www.scouts.org.uk/awards. Completed Good Service (Chief Scouts Commendation for Good Service, Award for Merit, Bar to the Award for Merit and Silver Acorn) nomination forms should be submitted to the relevant Commissioner for approval and then the HQ Awards Team should be notified by the responsible Commissioner of the award decisions using the Good Service Award Completion Form. Completed Good Service (Bar to the Silver Acorn & Silver Wolf) nomination forms as well as completed Meritorious Conduct, Gallantry, Cornwell Scout Badge & Chief Scouts Personal Award nomination forms should be submitted by email to awards@scouts.org.uk for approval by the National Awards Advisory Group.</p> <p>c. Before completing a Nomination Form, individuals are advised to consult the relevant guidance notes, at www.scouts.org.uk/awards."</p>

Chapter 15 - Complaints, suspensions and dismissals	
Current	Proposed
Complaints	Complaints
<p>The Association introduced a new complaints procedure from 1 September 2006. The term 'complaint' is taken to cover also disagreements and disputes.</p> <p>The new procedure, for those raising a complaint, is outlined in the leaflet Resolving Complaints'. Detailed guidance notes for Group Scout Leaders and Commissioners in dealing with complaints can be found in the document Resolving Complaints - The Scout Association's Complaints Procedure - Guidance Notes for Group Scout Leaders and Commissioners.</p> <p>The Association strongly encourages the resolution of all complaints by informal means wherever possible. Where a matter of concern requires formal attention the Complaints Procedure should be followed.</p>	This text will be removed
POR Rule 15.1 Complaints	POR Rule 15.1 Complaints
<p>a. Complaints, disagreements and disputes should be resolved informally if at all possible.</p> <p>b. Where a complaint, disagreement or dispute cannot be resolved informally the Association's Complaints Procedure should be followed.</p>	<p>a. Complaints, disagreements and disputes should be resolved informally if at all possible.</p> <p>b. Where a complaint, disagreement or dispute cannot be resolved informally the Complaints Policy should be followed. The Complaints Policy is available at [insert link to policy].</p> <p>c. Where a concern is raised about potential bullying and/or harassment of a volunteer then this should be dealt with in accordance with the Complaints Policy supported by the Volunteer Anti-Bullying and Harassment Policy available at [insert link to policy].</p> <p>d. Where a concern is raised about potential wrongdoing which is in the public interest, then these disclosures should be dealt with in accordance with the Whistleblowing Policy available at [insert link to policy].</p>
POR Rule 15.2 Suspension of adult Members, Associate Members and non-Members	POR Rule 15.2 Suspension of adult Members, Associate Members and non-Members

<p>k. The procedures for suspension detailed in this Rule must not be applied to Beaver Scouts, Cub Scouts, Scouts, or Explorer Scouts.</p> <p>For further information see POR: The Appointment Process</p>	<p>k. The procedures for suspension detailed in this Rule must not be applied to Beaver Scouts, Cub Scouts, Scouts, or Explorer Scouts.</p> <p>(The below rules are to simply be moved from 15.3 to 15.2, there are no changes to content)</p> <p>l. At the end of a period of suspension the appropriate Commissioner and the appropriate Appointments Advisory Committee (where appropriate consulting the Group Scout Leader and the Sponsoring Authority) must agree a recommendation for action and seek approval for that action from the authority who originally approved the suspension. See table above.</p> <ul style="list-style-type: none"> i. If the Appointments Advisory Committee and the appropriate Commissioner disagree on the recommendation for action then the final decision lies with the authority who originally approved the suspension. ii. If the authority who originally approved the suspension disagrees with the recommendation for action (following discussion with the Appointments Advisory Committee and the appropriate Commissioner), then the final decision lies with the authority who originally approved the suspension. <p>m. The action must include a recommendation to re-instate, modify or revoke the appointment of the adult under suspension. There is no right of appeal against a decision made by an Appointment Advisory Committee or a decision made by the authority who approved the suspension.</p> <p>n. When reviewing a suspension and making the subsequent recommendation those responsible must follow a similar process as used when appointing adults and give the same considerations as to the suitability of the individual to carry out a specific role, i.e. they must satisfy themselves that the subject continues to be an appropriate person for a particular appointment.</p> <p>o. The suspended person must be informed in writing of the decision which ends a period of suspension and in each case a record of the discussions and outcomes must be documented and forwarded to the Vetting</p>
---	--

	<p>Team at Headquarters.</p> <p>p. In exceptional circumstances Headquarters may, in consultation with the responsible District or County Commissioner, refuse to re-instate membership, an appointment and/or any involvement in Scouting.</p> <p>q. Headquarters may directly end a period of suspension by excluding a suspended person from Scouting if the individual is unsuitable to participate in Scouting.</p> <p>r. In the case of individuals suspended under Rule 15.2b (vi), suspension may be automatically revoked by headquarters once a valid Criminal Records Check Disclosure has been satisfactorily obtained.</p>
<p>POR Rule 15.3 Ending a period of adult suspension</p>	<p>POR Rule 15.3 Safeguarding Stay-Away</p>
<p>See above moved to 15.2</p>	<p>a. Stay-Away is a tool that can be used by the national Safeguarding team only. Stay-Away of any involvement in Scouting by a Member (including Scout Network), Associate Member or a non-Member is an act intended to protect all persons involved. It exists to ensure that any investigation or inquiry proceeds in as fair and objective manner as possible by preventing situations arising which could give rise to further concerns/allegations or which could potentially cause further compromise.</p> <p>Stay-Away is permitted in the following circumstances:</p> <ul style="list-style-type: none"> i. when an allegation is made that an individual involved in Scouting has behaved in a way that may be considered a breach of the Safeguarding Policy and/or the Code of conduct set out in the Yellow Card; ii. When a concern is raised in regards to an individual involved in Scouting that may suggest that they are unsuitable to be in a Position of Trust with young people; iii. When a concern is raised in regards to an individual that may impact their suitability to work with young people iv. Where information is received from a statutory agency in regard to concerns raised about an individual involved in Scouting. <p>b. Where at the point of referral to the safeguarding</p>

	<p>team there is;</p> <ul style="list-style-type: none"> i. Insufficient information to make a decision to suspend or not ii. Disputed information to make a clear decision iii. Inconsistent information to make a decision to suspend or not <p>c. In such circumstances the Safeguarding Team in consultation with the responsible Commissioner will agree that the individual should Stay-Away from all Scouting activities for a period of two weeks. The following processes must occur;</p> <ul style="list-style-type: none"> i. A National Safeguarding Operations Manager must agree the Stay-Away ii. The terms of the Stay-Away must be sent in writing to the individual iii. The individual will be offered a liaison person to act as a support for them. <p>d. At the end of the two week Stay-Away the safeguarding team in consultation with the responsible Commissioner, must make a decision in regard to progressing the enquiry and ending the Stay-Away</p>
--	---

Chapter The appointment process	
Current	Proposed
POR Rule 1.1 Appointments	POR Rule 1.1 Appointments
<p>Pre provisional Appointment A new role starts with a Pre-Provisional Appointment status and is complete when the Appointments process is complete.</p>	<p>Pre provisional Appointment A new role starts with the status of Pre-Provisional Appointment. The Pre-Provisional status completes when the Personal and criminal records enquiry, References, Meeting with Appointment Panel and the Appointment Secretary has updated Compass to reflect the outcomes. (See Rule 4.5 f and g).</p>
<p>Provisional Appointment This status reflects that completion of the Getting Started training requirements is a requirement for a role. If the Getting Started training requirements are not complete by the time that the Appointments process is complete, then the role status will change from pre-Provisional to a Provisional Appointment.</p>	<p>Provisional Appointment When the Pre-provisional stage of an appointment is complete, the role status will change to Provisional if the Getting Started stage of training (if required for the role) is not complete.</p>
<p>Full Appointment An adult role in Scouting for which the holder has satisfactorily completed the adult appointment process and the associated Getting Started training requirements as laid out in this document.</p>	<p>For any role, once the Pre-Provisional and Provisional stages of the appointment are complete then the role will move to status Full. Trustee/committee roles will be Full from the role start date.</p>
POR Rule 1.2 Roles	POR Rule 1.2 Roles

<p>MANAGER ROLES A Group, District or County will be led and managed by a team comprising: Managers An adult appointed in the Movement who is the line manager for adults within the Movement and does not normally directly deliver programmes to young people, as defined by the role description. The roles include Group Scout Leader, District Commissioner, District Explorer Scout Commissioner, District Scout Network Commissioner, County Training Manager, Scout Active Support Manager, Regional Commissioner, County/Area Commissioner).</p>	<p>MANAGER ROLES A Group, District or County will be led and managed by a team comprising: Managers An adult appointed in the Movement who has the responsibility for the effective running of Scouting in their area. The roles include Group Scout Leader, District Commissioner, District Explorer Scout Commissioner, District Scout Network Commissioner, and County/Area/Region (Scotland) Commissioner.</p>
<p>POR Rule 2 The Appointment Process Overview</p>	<p>POR Rule 2 The Appointment Process Overview</p>
<p>d. Roles in the appointment process: the following roles are undertaken in the appointment process:</p> <ul style="list-style-type: none"> i. line manager: the line manager is responsible for recommending the applicant for the appointment. The details of the appointments that each role may recommend for appointment are given in Table 2: Appointments. ii. approver: the appointment is approved by the Appointments Advisory Committee, the relevant Executive Committee or the relevant Scout Council. iii. relevant Commissioner/body: the relevant Commissioner, the relevant Executive Committee or the relevant electoral body with the responsibility for making the appointment. Details of who the relevant Commissioner/body is for each role are given in Table 2: Appointments. 	<p>d. Roles in the appointment process: the following roles are undertaken in the appointment process:</p> <ul style="list-style-type: none"> i. line manager: the line manager (as detailed in Table 2: Appointments) is responsible for recommending the applicant for the appointment. Only appointments that are listed in Table 2: Appointments may be recommended. The line manager should ensure that the volunteer has the skills, knowledge and the drive to be great in the proposed role. ii. approver: the appointment is approved by the line manager (on the recommendation of the Appointments Advisory Committee), by the relevant Executive Committee or by the relevant Scout Council according to the appointment being made. The details of who may approve each appointment are given in Table 2: Appointments. iii. relevant Commissioner/body: the relevant Commissioner the relevant Executive Committee or the relevant electoral body with the responsibility for making the appointment. Details of who the relevant Commissioner/body is for each role are given in Table 2: Appointments.
<p>POR Rule 3.2 Training Requirements for Appointments Advisory Committee Members sv</p>	<p>POR Rule 3.2 Training Requirements for Appointments Advisory Committee Members</p>
<p>a) The Appointments Chair, Appointments Secretary and other members of the Appointments Advisory Committee must show that they are competent to carry out this important role of checking potential new adult volunteers in The Scout Association. It is therefore mandatory that members meet certain validation criteria that are defined in The Scout Association’s adult training scheme and validate both Module 1EX and GDPR (Essential Information) and Module 37 (the training module for Appointments Advisory Committee members). Note that for an Appointments Panel it is good practice</p>	<p>a) The Appointments Chair, Appointments Secretary and other members of the Appointments Advisory Committee must show that they are competent to carry out this important role of checking potential new adult volunteers in The Scout Association. It is therefore mandatory that members meet certain validation criteria that are defined in The Scout Association’s adult training scheme and complete Module 1 Essential Information, Safety, Safeguarding, GDPR and Module 37 Advising on Adult Appointments. Note that for an Appointment Panel it is good practice that the Panel members are fully</p>

<p>that the Panel members are fully validated against their training obligations.</p> <p>b) As the line manager, the Appointments Chair is responsible for ensuring that all members of the Appointments Advisory Committee have validated the required modules. The Appointments Chair, however, does not necessarily have to be the Training Adviser for the Appointments Advisory Committee members. The Appointments Chair should work closely with the County/Area Training Manager/Assistant Regional Commissioner Adult Training (Scotland) or the Local Training Manager (according to local arrangements) to co-ordinate the allocation of appropriately skilled Training Advisers to ensure the validation of each role holder.</p>	<p>validated against their training obligations.</p> <p>b) As the line manager, the Appointments Chair is responsible for ensuring that all members of the Appointments Advisory Committee have completed the required modules. The Appointments Chair, however, does not necessarily have to be the Training Adviser for the Appointments Advisory Committee members. The Appointments Chair should work closely with the County/Area Training Manager/Assistant Regional Commissioner Adult Training (Scotland) or the Local Training Manager (according to local arrangements) to co-ordinate the allocation of appropriately skilled Training Advisers to ensure the validation of each role holder.</p>
<p>POR Rule 3.3 Duties of the Appointment Advisory Committee sv</p>	<p>POR Rule 3.3 Duties of the Appointment Advisory Committee sv</p>
<p>a)</p> <ul style="list-style-type: none"> i. Approval meetings: meeting with new adults to assess whether they are aware of and willing to uphold the values and policies of The Scout Association and whether they understand the requirements of the role and are able to carry them out (for adults new to Scouting and for change of role). ii. Appointment Reviews: supporting the review process, considering (with the line manager) the outcome of a review. iii. Suspensions: on request following the local suspension of an adult, recommending continuation of suspension, re-instatement, modification or cancellation of an appointment. iv. Complaints: on request, taking part in the resolution of complaints from applicants regarding the outcome of the appointment process; and v. Cancellations: on request, considering together with the Commissioner recommendations to end appointments and/or a person's involvement in Scouting as a result of disagreements between adults. <p>The details of these duties are given in the Appointments Advisory Committee support material.</p>	<p>a)</p> <ul style="list-style-type: none"> i. Appointment Panels: meeting with new adults or existing adults who have changed role to assess whether they are aware of and willing to uphold the current values and policies of The Scout Association and whether they understand the requirements of the role and are able to carry them out. ii. Appointment Reviews: supporting the review process, considering (with the line manager) the outcome of a review. iii. Suspensions: on request following the local suspension of an adult, recommending continuation of suspension, re-instatement, modification or cancellation of an appointment. iv. Complaints: on request, taking part in the resolution of complaints from applicants regarding the outcome of the appointment process; and v. Cancellations: on request, considering together with the Commissioner recommendations to end appointments and/or a person's involvement in Scouting as a result of disagreements between adults. <p>Once the Appointment Process is complete, the Responsible Commissioner and the Line Manager should receive a recommendation from the Appointments Advisory Committee. The recommendation will be to appoint, or not – in either case with a short statement/reason.</p>
<p>POR Rule 3.4 The Appointment Panel Meeting</p>	<p>POR Rule 3.4 The Appointment Panel Meeting</p>
<p>a) The local Appointments Advisory Committee may agree that there are some roles or circumstances</p>	<p>a) The local Appointments Advisory Committee may agree that there are some roles or circumstances</p>

<p>when it will not normally meet with candidates. It is expected that Appointments Advisory Committee will normally meet with persons new to Scouting in the County or District. But Appointments Advisory Committees may, for example, choose to not normally meet with a person changing from Section Leader to Assistant Section Leader in the same Section, or an Explorer Scout Young Leader taking on a Section Assistant role when they reach the age of 18. Similarly, if an Appointment Panel has recently met the applicant for another appointment, the committee may decide not to meet the applicant again.</p>	<p>when candidates will not be required to meet with an Appointment Panel. It is expected that an Appointment Panel will normally meet with persons new to Scouting in the County or District. But Appointments Advisory Committees may, for example, choose to not normally have an Appointment Panel meet with a person changing from Section Leader to Assistant Section Leader in the same Section, or an Explorer Scout Young Leader taking on a Section Assistant role when they reach the age of 18. Similarly, if an Appointment Panel has recently met the applicant for another appointment, the committee may decide not to meet the applicant again. It is good governance practice for the whole Appointments Advisory Committee to discuss their implementation of local Panel arrangements, to agree their proposals with their parent Executive Committee, and to reconfirm (with updates if required) with their parent Executive Committee on an annual basis.</p>
<p>POR Rule 4.5 The Procedure for Making Appointments</p>	<p>POR Rule 4.5 The Procedure for Making Appointments</p>
<p>Table 1: The Appointment Process:</p> <p>g) Once the process elements in (f) above are complete the Appointments Secretary must update Compass to reflect the outcomes.</p> <p>If all three elements are satisfactory then the Responsible Commissioner should be asked for approval. Once that approval is recorded on Compass the appointment will automatically move to Provisional status (or, if Getting Started training is already complete, will move direct to Full status).</p> <p>If references or the Appointment Panel meeting have raised any doubts about the suitability of the candidate, then the Appointments Chair should be advised by the Appointments Secretary. The Appointments Chair will consult in confidence [see 3.5 above] with up to 2 other Appointments Advisory Committee members (and the referee(s) if required), and with the responsible Commissioner, in order to agree next steps to draw the matter to an appropriate conclusion.</p> <p>If the outcome is to not appoint then details of the reason must be recorded on Compass using the End Role Unsatisfactorily option.</p>	<p>Table 1: The Appointment Process:</p> <p>g) Once the process elements in (f) above are complete the Appointments Secretary must update Compass to reflect the outcomes.</p> <p>If all three elements are satisfactory then the Responsible Commissioner should be asked for approval. Once that approval is recorded on Compass the appointment will automatically move to Provisional status (or, if Getting Started training is already complete, will move direct to Full status).</p> <p>If references or the Appointment Panel meeting have raised any doubts about the suitability of the candidate, then the Appointments Chair should be advised by the Appointments Secretary. The Appointments Chair will consult in confidence [see 3.5 above] with up to 2 other Appointments Advisory Committee members (and the referee(s) if required), to make a final recommendation to the responsible Commissioner, who makes the final decision on appointment.</p> <p>If the outcome is to not appoint then details of the reason must be recorded on Compass using the End Role Unsatisfactorily option.</p>
<p>POR Rule 4.6 Pre-Provisional and Provisional</p>	<p>POR Rule 4.6 Pre-Provisional and Provisional</p>

Appointments	Appointments
<p>a) Pre-Provisional and Provisional Appointments allow an adult volunteer to start getting involved in their new role whilst completing the appointment process.</p> <p>A new role starts as a Pre-Provisional Appointment and this completes when the Appointments process is complete.</p> <p>If the Getting Started training requirements have not been completed by the time that the Appointments process is complete, then the role status will change from pre-Provisional to a Provisional Appointment.</p> <p>b) It is required that roles reach Full status within 5 months from the start date of the role as recorded on Compass. It is important to achieve this 5-month goal if at all possible.</p> <p>c) An Appointment that has not reached Full status within 5 months of role start date may be renewed only once, for a maximum of 5 months, by the District Commissioner, County/Area or Regional (Scotland) Commissioner (as appropriate) in consultation with the relevant Appointments Advisory Committee. If at the end of the renewed Appointment period the applicant's role has still not reached Full status then the appointment must be cancelled by the District Commissioner, County/Area or Regional (Scotland) Commissioner (or their nominee) using the 'end role' facility on Compass.</p>	<p>a) Pre-Provisional and Provisional Appointments allow an adult volunteer to start getting involved in their new role whilst completing the appointment process.</p> <p>A new role starts as a Pre-Provisional Appointment and this completes when the Appointments process is complete.</p> <p>If the Getting Started training requirements have not been completed by the time that the Appointments process is complete, then the role status will change from pre-Provisional to a Provisional Appointment.</p> <p>During the period of Pre-Provisional and Provisional Appointment the relevant Getting Started training modules must be completed as detailed in Table 2: Appointments. These modules can be undertaken in parallel with the Appointment processes listed in this chapter.</p> <p>b) It is required that roles reach Full status within 5 months from the start date of the role as recorded on Compass.</p> <p>c) If the applicant's role has not reached Full status within 5 months then appropriate restrictions must be applied to the appointment [see Rule 7a] or the appointment must be cancelled by the District Commissioner, County/Area or Regional (Scotland) Commissioner (or their nominee) using the 'end role' facility on Compass.</p> <p>d) Ultimate responsibility for ensuring that the Pre-Provisional and Provisional Appointment stages are successfully completed, including ensuring that minimum safety standards are met, rests with the line manager (see Table 2: Appointments) during the Pre-Provisional and Provisional Appointment periods.</p>
<p>POR Rule 4.7 Full Appointments</p>	<p>POR Rule 4.7 Full Appointments</p>
<p>a) A Full Appointment will be issued when an adult has satisfactorily completed the appointment and any Getting Started processes defined in Table 2: Appointments.</p> <p>b) An adult holding a Full Appointment may have unsupervised access to young people in accordance with The Scout Association's Child Protection Policy.</p>	<p>a) An appointment will move to status Full when an adult has satisfactorily completed the appointment process (4.5(f)) and any Getting Started processes required (as stated in Table 2: Appointments).</p> <p>b) Only an adult holding an appointment (from Table 2) with status Full may have unsupervised access to young people in accordance with The Scout Association's Safeguarding Policy. Other adults may have unsupervised access to young people on regulated activities provided they have completed the necessary personal enquiries (see POR Rules 3.26(b), 4.28(b) and 5.19(b)).</p>

<p>POR Rule 4.9 Training</p> <p>b) For those appointed adults that must complete a Wood Badge (as listed in the “Training Obligations” column of Table 2: Appointments), if it is not completed within three years of the role start date recorded on Compass, the appointment should be ended by the relevant District, County or Regional (Scotland) Commissioner acting together with the Appointments Advisory Committee. Where the Appointments Advisory Committee and the relevant District, County or Regional (Scotland) Commissioner agree that there are genuine extenuating circumstances that have prevented completion of the Wood Badge, further periods to total no more than two years may be allowed for the completion of the Wood Badge.</p> <p>d) All role holders in roles requiring Module 1 or Module 1EX must also complete GDPR training within 5 months of their role start date.</p> <p>e) There are obligations for on-going training. These are:</p> <p>Safeguarding. Required by all roles recorded in Table 2: Appointments as requiring an Appointment Review, together with all Trustees/Executive Member roles. Safeguarding training must be completed within 5 years of the role start date recorded on Compass [this initial safeguarding training will normally be undertaken as part of Module 1]. Thereafter, for as long as the adult is in a role that requires an Appointment Review, the training must be undertaken again no later than 5 years after their last recorded Safeguarding training completion date on Compass.</p> <p>Safety. Required by all roles recorded in Table 2: Appointments as requiring an Appointments Review, together with all Trustees/Executive Member roles. Safety training must be completed within 5 years of the role start date recorded on Compass [this initial safety training will normally be undertaken as part of Module 1]. Thereafter, for as long as the adult is in a role that requires an Appointment Review or is a Trustee role, the training must be undertaken again no later than 5 years after their last recorded Safety training completion date on Compass.</p> <p>First Aid. Required by all roles recorded in Table 2: Appointments as requiring a Wood Badge. First Aid</p>	<p>POR Rule 4.9 Training</p> <p>b) For those appointed adults that must complete a Wood Badge (as listed in the “Training Obligations” column of Table 2: Appointments), if it is not completed within three years of the role start date recorded on Compass, appropriate restrictions could be applied to the appointment [see Rule 7a] or the appointment must be cancelled by the relevant District, County or Regional (Scotland) Commissioner acting together with the Appointments Chair.</p> <p>d) All role holders, must meet their Getting Started and/or Training obligations as defined in POR The appointment process chapter, rule Table 2: Appointments. If training is not completed within 5 months of the role start date recorded on Compass, appropriate restrictions could be applied to the appointment [see Rule 7a] or the appointment must be cancelled by the relevant District, County or Regional (Scotland) Commissioner acting together with the Appointments Chair.</p> <p>e) There are obligations for on-going training. These are:</p> <p>Safeguarding. Required by all roles as detailed in Table 2: Appointments. Safeguarding training must be completed within 5 months of role start date as part of Getting Started / introduction training. Thereafter, for as long as the adult is in a role that requires the training, it must be undertaken again no later than 3 years after their last recorded Safeguarding training completion date on Compass.</p> <p>Safety. Required by all roles as detailed in Table 2: Appointments. Safety training must be completed within 5 months of the role start date as part of Getting Started / introduction training. Thereafter, for as long as the adult is in a role that requires the training, it must be undertaken again no later than 3 years after their last recorded Safety training completion date on Compass.</p> <p>First Aid. Required by all roles recorded in Table 2: Appointments as requiring a Wood Badge. First Aid training must be completed within 3 years of the role start date recorded on Compass. Thereafter, for as long as the adult is in a role that requires a Wood Badge, the training must be undertaken again no later than 3 years after the last recorded First Aid training completion date on</p>

<p>training must be completed within 3 years of the role start date recorded on Compass.</p> <p>Thereafter, for as long as the adult is in a role that requires a Wood Badge, the training must be undertaken again no later than 3 years after the last recorded First Aid training completion date on Compass.</p> <p>NOTE: Rule 4.9e First Aid within the Appointment Chapter is now for implementation by Counties by 31 December 2020. During this time, where the revised processes have not yet been implemented locally, reference should be made to The Appointment Process - 5 Reviewing Appointments c October 2018 version of POR.</p> <p>Note that all adults in roles (other than Trustee roles) which require an Appointment Review (see Table 2: Appointments) are encouraged to gain a first aid certificate (minimum of First Response) and then to renew it every three years.</p> <p>GDPR. All role holders in roles requiring Module 1 or Module 1EX must also have completed GDPR training within 5 months of their role start date.</p>	<p>Compass.</p> <p>NOTE: Rule 4.9e First Aid within the Appointment Chapter is now for implementation by Counties, existing members will have until September 2021 to comply with the 3 year renewal of mandatory ongoing learning. During this time, where the revised processes have not yet been implemented locally, reference should be made to The Appointment Process - 5 Reviewing Appointments c October 2018 version of POR.</p> <p>Note that all adults in roles (other than Trustee roles) are encouraged to gain a first aid certificate (minimum of First Response) and then to renew it every three years.</p> <p>GDPR. All role holders in roles requiring Module 1 must also have completed GDPR training within 5 months of their role start date.</p> <p>If on-going training is not completed within the timescales set out above, appropriate restrictions could be applied to the appointment [see Rule 7a] or the appointment must be cancelled by the relevant District, County or Regional (Scotland) Commissioner acting together with the Appointments Chair.</p>
<p>POR Rule 5. Reviewing Appointments</p>	<p>POR Rule 5. Reviewing Appointments</p>
<p>d) Unless indicated differently in Table 2: Appointments, the appointee's line manager is responsible for ensuring that the formal Review is conducted during the final 6 months of an appointment (or earlier if required by the relevant Commissioner). Adults who are in a role carrying the obligation of a Wood Badge (see Table 2: Appointments) must hold an up to date first aid certificate (a minimum of First Response) at the time of the Review, unless the Review is within 3 years of the role start date recorded on Compass. Role holders must also hold current safety, safeguarding and GDPR training at the time of the Review. These on-going training requirements must be monitored at the point of each 'formal' Appointment Review and action taken to quickly rectify if any are not in place at the time of the Review.</p>	<p>d) Unless indicated differently in Table 2: Appointments, the appointee's line manager is responsible for ensuring that the formal Review is conducted during the final 6 months of an appointment (or earlier if required by the relevant Commissioner).</p> <p>On-going training requirements must be monitored at the point of each 'formal' Appointment Review.</p>
<p>POR Rule 7. Cancellation or Non-renewal of Appointments</p>	<p>POR Rule 7. Cancellation or Non-renewal of Appointments</p>
<p>a) The relevant Commissioner and the Appointments Advisory Committee, acting together, may end or not renew any appointment [whether appointed using process 1, 2 or 3 from Table 1: The Appointments Process in this chapter] on one or more of the following grounds:</p>	<p>a) The relevant Commissioner and the Appointments Advisory Committee, acting together, may cancel or not renew any appointment [whether appointed using process 1, 2 or 3 from Table 1: The Appointments Process in this chapter] on one or more of the following grounds:</p>

<p>i. the appointee resigns when notified that a recommendation is to be made for the cancellation or non-renewal of the appointment</p> <p>ii. Unsatisfactory outcome of a Personal Enquiry and/or criminal records check</p> <p>iii. the appointment is not to be renewed following Appointment Review</p> <p>iv. the appointee has ceased or failed to perform the duties of the appointment satisfactorily</p> <p>v. it becomes evident that the appointee no longer accepts the fundamental principles of the Movement</p> <p>vi. it becomes evident that the appointee is not an appropriate person in respect of the Association's Policies and Rules</p> <p>vii. the adult has not met the training requirements of the role</p> <ul style="list-style-type: none"> • the appointee has failed within the time limits satisfactorily to complete Adult Training appropriate to the appointment including the Getting Started and training obligations listed in Table 2: Appointments. For Trustee appointments, the appropriate Chair must be part of the decision process. • the adult does not hold a current first aid certificate (a minimum of First Response) if they hold an appointment that requires a Wood Badge; • the adult has not met their on-going training requirements, including safety and safeguarding. For Trustee appointments, the appropriate Chair must be part of the decision process. <p>viii. the appointee has or is likely to bring the name of the Association into disrepute</p> <p>ix. the appointment should be terminated following the closure of a Group, Explorer Scout Unit, District Scout Network or a Section.</p> <p>Although it is good practice to have these discussions in the framework of an Appointment Review, action may be taken without an Appointment Review where the responsible Commissioner and the responsible Commissioner's line manager agree that circumstances require it. In these cases the role holder must be advised of the reasons for the cancellation or non-renewal.</p>	<p>i. the appointee resigns when notified that a recommendation is to be made for the cancellation or non-renewal of the appointment</p> <p>ii. Unsatisfactory outcome of a Personal Enquiry and/or criminal records check</p> <p>iii. the appointment is not to be renewed following Appointment Review</p> <p>iv. the appointee has ceased or failed to perform the duties of the appointment satisfactorily</p> <p>v. it becomes evident that the appointee no longer accepts the fundamental principles of the Movement</p> <p>vi. it becomes evident that the appointee is not an appropriate person in respect of the Association's Policies and Rules</p> <p>vii. the adult has not met the training requirements of the role</p> <ul style="list-style-type: none"> • the appointee has failed within the time limits satisfactorily to complete Adult Training appropriate to the appointment including the Getting Started and training obligations listed in Table 2: Appointments. For Trustee appointments, the appropriate Chair must be part of the decision process. • the adult does not hold a current first aid certificate (a minimum of First Response) if they hold an appointment that requires a Wood Badge; • the adult has not met their on-going training requirements. For Trustee appointments, the appropriate Chair must be part of the decision process. <p>viii. the appointee has or is likely to bring the name of the Association into disrepute</p> <p>ix. the appointment should be terminated following the closure of a Group, Explorer Scout Unit, District Scout Network or a Section.</p> <p>Cancellation or non-renewal of an appointment should be used where necessary, however the appropriate Commissioner may apply restrictions or suspension to ensure a volunteer rectifies issues. This may be used to allow time for a volunteer to complete relevant training. Further information is available at: [insert link to Mutually Agreed Restrictions information]</p>
--	--

<p>b) Additionally, in the case of provisional appointments, the relevant Commissioner and the Appointments Advisory Committee, acting together may end or not renew any appointment where: the appointee has failed to complete the requirements of the provisional appointment, even after an extended provisional appointment period to enable completion.</p>	<p>Although it is good practice to have these discussions in the framework of an Appointment Review, action may be taken without an Appointment Review where the responsible Commissioner and the responsible Commissioner's line manager agree that circumstances require it. In these cases the role holder must be advised of the reasons for the cancellation or non-renewal.</p> <p>b) Additionally, in the case of provisional appointments, the relevant Commissioner and the Appointments Chair (who may seek advice from up to two other members of the Appointments Advisory Committee), acting together may end or not renew any appointment where: the appointee has failed to complete the requirements of the provisional appointment, even after an extended provisional appointment period to enable completion.</p>
<p>POR Rule 8. Resolving Disagreements</p>	<p>POR Rule 8. Resolving Disagreements</p>
<p>a) If there is a complaint from an applicant because an appointment has not been approved, the applicant may:</p> <ol style="list-style-type: none"> 1. In the first instance, meet the Appointments Chair and another member of the Appointments Advisory Committee (preferably a member who has not been part of the approval meeting for the complainant). This meeting shall allow the complainant to explain the problem and to see if an agreeable resolution can be found. 2. If the complainant is still not satisfied after step 1, the complainant may make an appeal to the Chair of the Executive Committee that is the parent body of the Appointments Advisory Committee. <p>The Executive Committee Chair may choose to ask a small number of members (not normally exceeding 3) of the Executive Committee (not involved in the appointment of the individual) to investigate the issue and provide a confidential report to the Executive Committee Chair, whose decision is final. Once step 2 has been completed, the complainant may not take the complaint any further.</p>	<p>a) If there is a complaint from an applicant because an appointment has not been approved, the applicant may (provided invoked within 14 days of the non-approval):</p> <ol style="list-style-type: none"> 1. In the first instance, meet the Appointments Chair and another member of the Appointments Advisory Committee (preferably a member who has not been part of the approval meeting for the complainant). This meeting will allow the complainant to explain the problem and to see if an agreeable resolution can be found. For completeness, the conclusion of the meeting will be notified in writing to the complainant and the relevant Commissioner. 2. If the complainant is still not satisfied after step 1, the complainant may make an appeal (within 14 days of receipt of the written outcome of step 1) to the Chair of the Executive Committee that is the parent body of the Appointments Advisory Committee. <p>The Executive Committee Chair may choose to ask a small number of members (not normally exceeding 3) of the Executive Committee (not involved in the appointment of the individual) to investigate the issue and provide a report to the Executive Committee Chair, whose decision is final.</p> <p>Once step 2 has been completed, the complainant may not take the complaint any further.</p>

<p>b) If there is disagreement over appointment cancellation (whether or not as the outcome of an Appointment Review) the individual may only appeal against the process:</p> <ol style="list-style-type: none"> 1. In the first instance, meet the Appointments Chair and another member of the Appointments Advisory Committee. The purpose of this meeting is to allow the complainant to explain the problem regarding the process and to see if an agreeable resolution can be found. 2. If the complainant is still not satisfied after step 1, the complainant may make an appeal to the Chair of the Executive Committee that is the parent body of the Appointments Advisory Committee. <p>–</p> <p>The Executive Committee Chair may choose to ask a small number of members (not normally exceeding 3) of the Executive Committee (not involved in the review process of the individual) to investigate the issue and provide a confidential report to the Executive Committee Chair, whose decision is final.</p> <p>Once step 2 has been completed, the complainant may not take the complaint any further.</p>	<p>b) If there is disagreement over appointment cancellation (see Rule 7a) (whether or not as the outcome of an Appointment Review) the individual may only appeal against the process (any appeal must be received within 14 days of the decision):</p> <ol style="list-style-type: none"> 1. In the first instance, meet the Appointments Chair and another member of the Appointments Advisory Committee. The purpose of this meeting is to allow the complainant to explain the problem regarding the process and to see if an agreeable resolution can be found. For completeness, the conclusion of the meeting will be notified in writing to the complainant and the relevant Commissioner. 2. If the complainant is still not satisfied after step 1, the complainant may make an appeal to the Chair of the Executive Committee that is the parent body of the Appointments Advisory Committee. Any such appeal must be received within 14 days of receipt of the written outcome of step 1. <p>The Executive Committee Chair may choose to ask a small number of members (not normally exceeding 3) of the Executive Committee (not involved in the review process of the individual) to investigate the issue and provide a confidential report to the Executive Committee Chair, whose decision is final. The decision will be notified in writing to the complainant and the relevant Commissioner.</p> <p>Once step 2 has been completed, the complainant may not take the complaint any further.</p>
--	--

Chapter The appointment process	
Current	Proposed
<p>Table 2: Appointments sv</p> <p>Notes:</p> <p>* If a Chair, Secretary or Treasurer resigns during the period between AGMs, then the Executive Committee should appoint a member of the Executive Committee to the role, subject to approval by a majority of the members of the relevant Executive and (for the role of Chair) the appointing Commissioner (GSL, DC or CC as appropriate).</p> <p>If none of the Executive Committee members are able to take on the vacant Chair, Secretary or</p>	<p>Table 2: Appointments sv</p> <p>Notes:</p> <ul style="list-style-type: none"> • As stated in Rule 1.2 'Helpers'; Additional adults (for example parents or subject experts from the community) may be used on a regular or occasional basis to support the delivery of programme. The Personal Enquiry and criminal records disclosures checks requirements detailed in Rule 3.26(b), 4.28(b) and 5.19(f) must apply wherever applicable for these adults. A person who requires a Personal Enquiry (including where relevant a

<p>Treasurer role, than an appropriate person can be co-opted as an Executive Committee member, subject to the relevant rules elsewhere in POR (Rules 3.23 (b) (iii), 4.25 (f) (iii), 5.15 (f) (iii)), and the approval by a majority of the members of the relevant Executive and (for the role of Chair) the appointing Commissioner (GSL, DC or CC as appropriate).</p> <p>Such appointments to the Chair, Secretary or Treasurer roles are valid only for the short-term, until the next Annual General Meeting. Note that there is no role of Acting Chair, Acting Secretary or Acting Treasurer available – the process above must be followed to fill a short-term role until the next Annual General Meeting.</p> <p>** If an Executive member has already had completion of Module 1 recorded on Compass then there is no obligation to undertake Module 1EX, though completion of Module 1EX (and recording on Compass) is encouraged.</p>	<p>criminal records disclosure check) [Rules 3.26, 4.28, 5.19] and who does not have an active role on Compass that includes a criminal records check must be registered on Compass as an Occasional Helper^{SV}. This Occasional Helper role on Compass is not otherwise part of the Appointment Process, carries no membership status and is only provided to enable the Personal Enquiry and criminal records disclosure checks to be conducted if required by Rules 3.26, 4.28 and 5.19. It is therefore not included in the below Appointments table.</p> <ul style="list-style-type: none"> • This table reflects all appointable roles that are available. • If a Chair, Secretary or Treasurer resigns during the period between AGMs, then the Executive Committee should appoint a member of the Executive Committee to the role, subject to approval by a majority of the members of the relevant Executive and (for the role of Chair) the appointing Commissioner (GSL, DC or CC as appropriate). <p>If none of the Executive Committee members are able to take on the vacant Chair, Secretary or Treasurer role, than an appropriate person can be co-opted as an Executive Committee member, subject to the relevant rules elsewhere in POR (Rules 3.23 (b) (iii), 4.25 (f) (iii), 5.15 (f) (iii)), and the approval by a majority of the members of the relevant Executive and (for the role of Chair) the appointing Commissioner (GSL, DC or CC as appropriate).</p> <p>Such appointments to the Chair, Secretary or Treasurer roles are valid only for the short-term, until the next Annual General Meeting. Note that there is no role of Acting Chair, Acting Secretary or Acting Treasurer available – the process above must be followed to fill a short-term role until the next Annual General Meeting.</p>
--	--

Appointments Table 2 – Examples – this is not the full or finished table.
See next page

July 2020 Pre-launch checks

Role title	Variants	Role class on Compass	Hierarchy or Location	Line manager to help make the application	Approval process (see 4.5)	Approver	Relevant Commissioner or body	Responsible for induction	Getting Started_ requirement for full appointment	Training Obligations	Minimum Membership	Charity Trustee role? ^{sv}	Criminal Records Check Required?	Appointment Review Required
PROGRAMME DELIVERY ROLES														
Leadership Teams ensure delivery of great, safe programme to young people. They do this through management of the Section together with the planning and delivery of the programme. Each Section Leadership Team will call on other adults (inside and outside Scouting) for some of the programme delivery Additionally, there are delivery roles/teams coordinated through HQ, for example for Jamborees and other international events.														
Beaver Colony Leadership Team roles														
Section Leader - Beavers	None	Leader	Group	Group Scout Leader	1	District Appointments Advisory Committee.	District Commissioner or nominee	Group Scout Leader	Modules 1, GDPR, Safety, Safeguarding, 2 and 3	Wood Badge and First Aid certificate. Trustee Introduction required if opts-in to Trustee role	Member	Yes (if opts-in)	Yes	Yes
Assistant Section Leader - Beavers	None	Leader	Group	Group Scout Leader	1	District Appointments Advisory Committee.	District Commissioner or nominee	Group Scout Leader	Modules 1, GDPR, Safety, Safeguarding, 2 and 3	Wood Badge and First Aid certificate	Member	No	Yes	Yes
Section Assistant - Beavers	None	Leader	Group	Group Scout Leader	1	District Appointments Advisory Committee.	District Commissioner or nominee	Group Scout Leader	Modules 1, GDPR, Safety, Safeguarding and 3	No requirement	Associate Member	No	Yes	Yes

July 2020 Pre-launch checks

Role title	Variants	Role class on Compass	Hierarchy or Location	Line manager to help make the application	Approval process (see 4.5)	Approver	Relevant Commissioner or body	Responsible for induction	Getting Started requirement for full appointment	Training Obligations	Minimum Membership	Charity Trustee role? ^{25v}	Criminal Records Check Required?	Appointment Review Required
LINE MANAGER ROLES														
Line Manager roles have the responsibility and authority to ensure effective running of their charity (the Scout Group, the Scout District, etc.) so that the charitable objectives are met.														
Scout District														
District Commissioner	None	Commissioner	BSO, England, Northern Ireland, Wales	County (or equivalent) Commissioner or nominee	1	County (or equivalent) Appointments Advisory Committee	County (or equivalent) Commissioner or nominee	County (or equivalent) Commissioner or nominee	Modules 1, GDPR, Safety, Safeguarding, 2, 4 and Trustee Introduction	Wood Badge and First Aid certificate	Member	Yes	Yes	Yes
District Commissioner (Scotland)	None	Commissioner	Scotland	Regional Commissioner or nominee	1	Regional Appointments Advisory Committee	Regional Commissioner or nominee	Regional Commissioner or nominee	Modules 1, GDPR, Safety, Safeguarding, 2, 4 and Trustee Introduction	Wood Badge and First Aid certificate	Member	See Scottish Variations from POR	Yes	Yes
District Explorer Scout Commissioner	None	Commissioner	District	District Commissioner or nominee	1	District Appointments Advisory Committee	District Commissioner or nominee	District Commissioner or nominee	Modules 1, GDPR, Safety, Safeguarding, 2, 4 and Trustee Introduction	Wood Badge and First Aid certificate	Member	Yes	Yes	Yes
Scout County or equivalent														
County Commissioner	None	Commissioner	England, Northern Ireland	Regional Commissioner	1	UK Headquarters Appointments Advisory Committee	Country Chief Commissioner or nominee	Regional Commissioner (England) or Chief Commissioner (Northern Ireland) or nominee	Modules 1, GDPR, Safety, Safeguarding, 2, 4 and Trustee Introduction	Wood Badge and First Aid certificate	Member	Yes	Yes	Yes

July 2020 Pre-launch checks

Role title	Variants	Role class on Compass	Hierarchy or Location	Line manager to help make the application	Approval process (see 4.5)	Approver	Relevant Commissioner or body	Responsible for induction	Getting Started requirement for full appointment	Training Obligations	Minimum Membership	Charity Trustee role? ^{sv}	Criminal Records Check Required?	Appointment Review Required
GOVERNANCE ROLES														
Governance roles form the membership of each Charity's Trustee Board, together with any sub-committees.														
Scout Group														
Group Chair	None	Committee	Group	Group Scout Leader	2	Group Scout Council at the AGM*	Group Scout Council	Group Scout Leader	No requirement	Modules 1, GDPR, Safety, Safeguarding and Trustee Introduction (Within 5 months)	Associate Member	Yes	Yes	Yes, in line with section 5(i)
Group Deputy Chair (this will be an Elected, Nominated or Co-opted Group Executive member appointed by the Executive to be Deputy Chair)	Elected, Nominated, Co-opted	Committee	Group	Group Chair	3	Group Executive Committee	Group Executive Committee	Group Chair	No requirement	Modules 1, GDPR, Safety, Safeguarding and Trustee Introduction (Within 5 months)	Associate Member	Yes	Yes	No
Group Secretary	None	Committee	Group	Elected by Members of the Group Scout Council	2	Group Scout Council at the AGM*	Group Scout Council	Group Chair	No requirement	Modules 1, GDPR, Safety, Safeguarding and Trustee Introduction (Within 5 months)	Associate Member	Yes	Yes	Yes, in line with section 5(i)

July 2020 Pre-launch checks

Role title	Variants	Role class on Compass	Hierarchy or Location	Line manager to help make the application	Approval process (see 4.5)	Approver	Relevant Commissioner or body	Responsible for induction	Getting Started requirement for full appointment	Training Obligations	Minimum Membership	Charity Trustee role? ^{25v}	Criminal Records Check Required?	Appointment Review Required
LINE MANAGER ROLES														
Line Manager roles have the responsibility and authority to ensure effective running of their charity (the Scout Group, the Scout District, etc.) so that the charitable objectives are met.														
Scout District														
District Commissioner	None	Commissioner	BSO, England, Northern Ireland, Wales	County (or equivalent) Commissioner or nominee	1	County (or equivalent) Appointments Advisory Committee	County (or equivalent) Commissioner or nominee	County (or equivalent) Commissioner or nominee	Modules 1, GDPR, Safety, Safeguarding, 2, 4 and Trustee Introduction	Wood Badge and First Aid certificate	Member	Yes	Yes	Yes
District Commissioner (Scotland)	None	Commissioner	Scotland	Regional Commissioner or nominee	1	Regional Appointments Advisory Committee	Regional Commissioner or nominee	Regional Commissioner or nominee	Modules 1, GDPR, Safety, Safeguarding, 2, 4 and Trustee Introduction	Wood Badge and First Aid certificate	Member	See Scottish Variations from POR	Yes	Yes
District Explorer Scout Commissioner	None	Commissioner	District	District Commissioner or nominee	1	District Appointments Advisory Committee	District Commissioner or nominee	District Commissioner or nominee	Modules 1, GDPR, Safety, Safeguarding, 2, 4 and Trustee Introduction	Wood Badge and First Aid certificate	Member	Yes	Yes	Yes
Scout County or equivalent														
County Commissioner	None	Commissioner	England, Northern Ireland	Regional Commissioner	1	UK Headquarters Appointments Advisory Committee	Country Chief Commissioner or nominee	Regional Commissioner or nominee	Modules 1, GDPR, Safety, Safeguarding, 2, 4 and Trustee Introduction	Wood Badge and First Aid certificate	Member	Yes	Yes	Yes

July 2020 Pre-launch checks

Role title	Variants	Role class on Compass	Hierarchy or Location	Line manager to help make the application	Approval process (see 4.5)	Approver	Relevant Commissioner or body	Responsible for induction	Getting Started requirement for full appointment	Training Obligations	Minimum Membership	Charity Trustee role?sv	Criminal Records Check Required?	Appointment Review Required
SUPPORT ROLES														
Support roles are vital roles to support the line managers in the effective operation of Scouting, and particularly contributing to the effective operation of each Colony, Pack, Troop and Unit.														
The Support Roles are listed in these groupings:														
<ul style="list-style-type: none"> - Deputy Managers - Activities - Administrators - Adult Training - Advisers - Assistant District, County and Regional Commissioners - Camp site and Centre volunteer staff - Chaplains - Communications and Media - Contingent roles for major events - Presidents and Vice Presidents - Safety and Safeguarding - Scout Active Support Units - Scouter and Leader roles on District & County Teams - Supporters - Youth Commissioners 														
SUPPORT ROLES - Activities														
Scout Group														
Group Skills Instructor	None	Trainer	Group	Group Scout Leader	1	District Appointment's Advisory Committee	District Commissioner or nominee	Group Scout Leader	No requirement	Modules 1, GDPR, Safety, Safeguarding (Within 5 months)	Associate Member	No	Yes	Yes
Scout District														
District Skills Instructor	None	Trainer	District	District Commissioner or nominee	1	District Appointment's Advisory Committee	District Commissioner or nominee	District Commissioner or nominee	No requirement	Modules 1, GDPR, Safety, Safeguarding (Within 5 months)	Associate Member	No	Yes	Yes