## Activity Permit Scheme –

## County Self Moderation

Notes to support self moderation can be found in [FS120106 Adventurous Activity Permit Scheme - Moderation](https://members.scouts.org.uk/activitiesmoderation)

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| **County** |  | **Date of Moderation** |  |

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| **Minimum Standards** | | **Met?** | | **Action plan headlines (required for all marked ‘No’)** |
| **Yes** | **No** |
| 1 | A Manager of the Activity Permit Scheme (MAPS) is identified and recorded on the membership database. |  |  |  |
| 2 | All adventurous activity permits are recorded on the membership database. |  |  |  |
| 3 | All assessors are recorded on the membership database. |  |  |  |
| 4 | All assessors have validated module 25 for activity assessors. |  |  |  |
| 5 | All assessors have been reviewed or appointed within the last five years. |  |  |  |
| 6 | All assessments by County assessors have been seen or reviewed by more than one assessor. |  |  |  |
| 7 | All assessors have shadowed at least one assessment by another assessor in the last two years. |  |  |  |
| 8 | All District Commissioners (DCs) to have had a briefing on their responsibilities for activity permits and to know who their MAPS is. |  |  |  |
| For assessor appointments in the last year: | | | | |
| 9 | All assessors had up to date personal enquiry checks. |  |  |  |
| 10 | All assessors held up to date relevant National Governing Body (NGB) qualifications. |  |  |  |
| 11 | All assessor appointments agreed by the appropriate appointments committee. |  |  |  |
| 12 | All assessors inducted into their role. |  |  |  |
| 13 | All assessors given a training adviser (TA). |  |  |  |
| For assessor five year reviews carried out in the last year: | | | | |
| 14 | All assessors had up to date personal enquiry checks. |  |  |  |
| 15 | All assessors held up to date relevant NGB qualifications. |  |  |  |
| 16 | All assessors completed the required continued professional development (CPD). |  |  |  |
| **Good Practice** | | **Met?** | | **Action plan headlines (recommended for all marked ‘No’)** |
| **Yes** | **No** |
| 17 | All adventurous activity permit holders are notified before their permit expires. |  |  |  |
| 18 | Training and funding opportunities are identified and promoted to leaders. |  |  |  |
| 19 | All assessors have relevant CPD opportunities. |  |  |  |
| 20 | All assessors have worked with an assessor from a different county within the last two years. |  |  |  |
| 21 | MAPS is working with MAPS from other counties to coordinate training, assessment, CPD and peer support opportunities. |  |  |  |
| 22 | MAPS has implemented and promoted a series of assessment courses. |  |  |  |
| 23 | MAPS knows where to find an assessor when requested for all activities within the permit scheme. |  |  |  |

**DATA PROTECTION:** This form is used to collect information about the MAPS and Commissioner for the purposes of completing moderation of the Adventurous Activity Permit Scheme. As part of this form we collect signatures and names of those completing and approving for form as per the moderation process. We do not share your personal data provided in this form with any third parties. We take your personal data privacy seriously. The data you provide to us is securely stored at UK HQ and we will keep the data we capture from this form for 1 year following the completion of moderation in order to follow up on any areas of concern, then it will be securely destroyed. For further detail on our retention periods please visit our Data Protection Policy [here](http://www.scouts.org.uk/dppolicy).

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| I confirm that this moderation is correct to the best of my knowledge | | | |
| **MAPS** |  | **Date** |  |
| **Signed** |  | Electronic signature | |
| I confirm that this moderation is correct to the best of my knowledge and that the identified action plans will be included in the County development plans. | | | |
| **CC / DCC** |  | **Date** |  |
| **Signed** |  | Electronic signature | |

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**Full Action Plan Details**