



3rd/5th Lancing Sea Scouts
 Royal Navy Recognised Group No. 23
 Registered Charity No. 1194984
 79-81 Manor Road, Lancing, West Sussex, BN15 0HG

3rd/5th Lancing Sea Scout Group Membership Agreement

The purpose of this agreement is to outline the expectations of new and existing Members in all sections and what you can expect from 3rd/5th Lancing Sea Scout Group. Note: the young person or young leader and their parent(s)/guardian(s) will be referred to as 'Members', 'the Scout Group' refers to 3rd/5th Lancing Sea Scout Group, including its Leaders and Executive Committee. Members are asked to complete this agreement when they are invested into any section and will be asked to re-sign when joining a new section. The Scout Group hold the right to make amendments to this agreement, to which Members will again be asked to re-sign. While this agreement is not legally binding and does not affect your statutory rights, it is expected that both Members and the Scout Group will mutually honour the conditions of this agreement. Members may withdraw from this agreement at any point, with this consequently resulting in withdrawal from the Scout Group. Should Members breach any of the conditions of this agreement, consequences, including the potential for dismissal, will be discussed on an individual, case by case, basis.

How will this agreement help?

In order for the Scout Group to fulfil its commitments to Members in all sections, the Leaders and Executive Committee of the Scout Group spend many hours of voluntary effort to maintain and grow the financial and practical resources of the Scout Group. To continue to do this sustainably, we now require a more formal way of ensuring positive input from Members.

Sections

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Please **save** this document for future reference and **return a signed electronic copy** to the Group Scout Leader, **emailing it to** gsl@3rd5thlancingseascouts.org.uk

For more information on the Policies, Organisation and Rules (POR) of Scouting please go to <https://www.scouts.org.uk/por>

1. Membership

The Scout Group is open to all boys and girls from 4 to 14 years of age. Members and the Scout Group follow the Scouting Laws of trust, loyalty, being friendly and considerate, belonging to the world-wide family of Scouts, displaying courage, making good use of time and careful use of property, and having respect of self and others. Scouting exists to actively engage and support young people in their personal development, empowering them to make a positive contribution to society.

1.1 The Scout Group is committed to running in line with policies set out in POR regarding equal opportunity, religion, safeguarding, safety, vetting of volunteers and anti-bullying.

1.2 Members must also commit to abiding by the above policies set out in POR under '2. Key Policies'.

1.3 The Group Scout Council (Appendix 1) is the electoral body which supports scouting in the Scout Group. It is the body to which the Group Executive Committee is accountable. Members are encouraged to actively contribute to the Group Scout Council.

2. Subscriptions

2.1 The Scout Group commits to paying capitation fees placed on us by the District, County and Headquarters Scouting Organisations.

2.2 Termly subscriptions are required from Members in order to pay capitation fees, as well as supplement the Scout Group's running expenses, maintenance, and growth.

2.21 Members are to pay subscriptions on time as advised by their Section Leader and the Scout Group Treasurer.

2.22 Parents of young Members who are also Leaders within the Scout Group must pay subscriptions on time in line with the Leader's Subscription Agreement implemented by the Scout Group Treasurer



2.23 Additional charges may be made for camps and other extra activities. If Members wish to take part, payments are to be paid on time as advised by their Section Leader and the Scout Group Treasurer.

2.3 The Scout Group is committed to the belief that Member's finances should not limit their participation in scouting activities, therefore the Scout Group encourages Members to discuss with their Section Leader, Group Scout Leader or Scout Group Treasurer should this be the case - assistance may be available on an individual basis.

2.4 Members who are eligible to gift aid are asked to complete the necessary forms and return to their Section Leader or Scout Group Treasurer.

3. Uniform

3.1 Once invested, full uniform should be worn by Members at every meeting as directed by your Section Leader. For information on the correct uniform, please consult the POR section on uniform, badges, and emblems, or speak to your Section Leader. Our website also has diagrams for badge positions <https://www.3rd5thlancingseascouts.org.uk/badge-positions> and where you can purchase uniform from locally <https://www.3rd5thlancingseascouts.org.uk/uniform>.

3.2 Members are required to purchase and maintain uniform appropriate for the section they are in, including making sure it is clean, smart and named.

3.3 Once joining fee payment is made, Members will receive one Scout Group scarf and one set of required uniform badges upon investiture. This fee also covers all badges awarded during their time with the Scout Group - replacement scarfs or badges can be purchased from their Section Leader.

4. Behaviour

4.1 All Members are expected to follow the Scout Laws in addition to Scout Group behaviour expectations and Member-designed section specific behaviour expectations

4.2 Members who do not follow behaviour expectations will face appropriate consequences which may include but are not limited to:

Exclusion from an activity

Exclusion from one or multiple section meetings

Exclusion from a camp or additional activity



Dismissal from a camp or additional activity
Dismissal from the Scout Group

4.21 In the event of a dismissal, Members are asked to honour any outstanding financial commitments up to the point of expulsion, or until agreed by the Section Leader/ Group Scout Leader and Scout Group Treasurer.

4.22 No Member may be dismissed without the approval of the Group Scout Leader as per POR.

4.3 The Scout Group is proud to have the support of current and former Members' families both in the Group Scout Council, Executive Committee, and other Leadership roles. However, this does bring unique challenges:

4.31 In the event there is a conflict of interest between a Member and a Section Assistant or Occasional Helper, the Section Leader will remain the designated behaviour lead on section meetings, camps and additional activities.

4.32 In the event there is a conflict of interest between a Member and a Section Leader or nights away permit holder, a pre-designated impartial Section Assistant, Section Leader from a different section or Group Scout Leader will act as behaviour lead for that Member.

4.33 In the event there is a conflict of interest between a Member and the Group Scout Leader, a pre-designated impartial Section Leader or Section Assistant will act as behaviour lead. In this instance, a member of the Executive Committee or the District Commissioner may also act as the behaviour lead.

4.34 The Group Scout Leader, except in the event of 4.33, acts as an overriding behaviour lead for all sections in all circumstances. The District Commissioner and further senior figures may be called upon for any behaviour matter.

4.4 The Scout Group commits to following the expectations laid out in POR, in addition to any Scout Group or section specific expectations.

5. Participation

5.1 Members are expected to participate in Scout Group activities, giving appropriate notice for the context of the situation, to their Section Leader should they not be able to attend a meeting, camp or additional activity.



5.2 All Members are expected to attend the Scout Group Annual General Meeting (AGM).

5.21 The Scout Group commits to releasing the AGM date 8 weeks prior to the event, unless a later announcement is required for which the reason will be communicated to Members

5.22 Members are expected to give 72 hours' notice, with a valid reason, should they be unable to attend the AGM.

5.3 All Young Members are expected to attend TWO compulsory parades - St George's Day and Remembrance Sunday Parade.

5.31 Members are expected to communicate with their Section Leader if they are unable to attend, or if there are any concerns that they may have regarding these events

5.32 The Scout Group commits to publishing the date and time of parades as soon as the Scout Group is informed of the event details

5.4 The Scout Group commits to arranging a full and varied programme of activities in all sections, following guidelines set out by the Scout Association.

5.5 The Scout Group commits to ensuring Leaders undertake appropriate training and hold appropriate permits for adventurous activities, as required by the Scout Association.

6. Fundraising

In order for the Scout Group to continue to provide the facilities and activities that it currently does, as well as provide new and engaging activities, the Scout Group requires additional funding which is actively sort via organisation of fundraising events and the applications for grants.

6.1 The Scout Group commits to organising and given appropriate notice for a range of different fundraising events throughout the year for Members, their extend family/ friends, and the community to attend.

6.2 Members are expected to attend a minimum of TWO fundraising events, regardless of section or fundraising goal, throughout the year (September-September).



7. Helping the Scout Group

7.1 The Scout Group commits to providing a safe environment and equipment for all Members to use and participate in.

7.2 Members are expected to help at a minimum of ONE maintenance/ cleaning/ parent or guardian help day throughout the year (September - September).

7.21 The Scout Group commits to giving appropriate notice to Members if when such events are being held

8. Safeguarding and Complaints

8.1 The Scout Group does not accept any form of physical, verbal or psychological harassment, aggression or violence, including assault and slander, from or to any Member, leader or member of the Scout Group Executive.

8.11 If condition 8.1 is breached, the Group Scout Leader (or District Commissioner if required) will review the situation, taking appropriate action, on a case-by-case basis, as per POR and Scout Association rules.

8.2 In the first instance, complaints should aim to be resolved informally. The Group Scout Leader or other impartial Leader or Executive Committee Member are able to provide mediation in order to find a resolution to any complaint, disagreement, or dispute.

8.3 Should a complaint need to be escalated to a more formal process, please see <https://www.scouts.org.uk/about-us/policy/scouts-complaints-policy/>.

8.4 All Members, Leaders and Executive Committee Members have a duty to ensure safeguarding standards are met and highlight issues or concerns that they may have.

8.5 Any Member with safeguarding concerns should contact the Group Scout Leader, or District Commissioner if more appropriate.

8.51 Members should not discuss any safeguarding matter with any other Members, Leaders, or Executive Committee Members, unless advised to by the Group Scout Leader or District Commissioner



8.6 The Scout Group are committed to following safeguarding rules as set out by the Scout Association via the safeguarding policy and 'Safe Scouting' yellow card.

Further information from the Scout Association is detailed here:

<https://www.scouts.org.uk/volunteers/staying-safe-and-safeguarding/reporting-a-concern-to-safeguarding/>.

9. Data Protection

The Scout Group, and by extension The Scout Association, is committed to the Data Protection Act 2018 and General Data Protection Regulations (GDPR).

10. Miscellaneous

10.1 Members must ensure the Scout Group have a current telephone number and address for themselves.

10.2 Members must inform the Scout Group if they have any health problems, including mental health, that may be relevant.

10.3 If Members are happy for photos taken by the Scout Group to be used on multiple media platforms by the Scout Group, then Members must tick the photo permissions consent box on Online Scout Manager (OSM) – please speak to your Section Leader for more information.

Useful Contact Details:

Group Scout Leader – gsl@3rd5thlancingseascouts.org.uk

Scout Group Treasurer – treasurer@3rd5thlancingseascouts.org.uk

Squirrel Section Leader – squirrels@3rd5thlancingseascouts.org.uk

Beaver Section Leader – beavers@3rd5thlancingseascouts.org.uk

Cub Section Leader – cubs@3rd5thlancingseascouts.org.uk

Scout Section Leader – scouts@3rd5thlancingseascouts.org.uk

Having read the above agreement, please now complete the declaration on the next page.



11. Declaration

I (the young person),

(delete and type your full name here)

Squirrel Beaver Cub Scout

have read and understood the Membership Agreement for 3rd/5th Lancing Sea Scout Group.

Signed (the young person): *(Initial and date here to sign document)*

My Parent(s)/Guardian(s),

(Delete and type your full name(s) here)

have read and understood the conditions detailed within this Membership Agreement and commit to upholding these conditions

Signed (by the Parent(s)/Guardian(s)): *(Initial and date here to sign document)*



12. Appendix

Appendix 1: POR section 3.24a – The Group Scout Council

(<https://www.scouts.org.uk/por/3-the-scout-group/#3.24>)

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.

i. Membership of the Group Scout Council is open to:

Ex Officio Members

- All adult members and associate members of the Scout Group (see Group roles listed in the Chapter 16 Roles Table)
- Patrol Leaders
- all parents of Squirrel Scouts, Beaver Scouts, Cub Scouts and Scouts
- the Sponsoring Authority or its nominee
- District Commissioner
- District Chair.

Nominated members

- Other supporters of the Group appointed by the Group Scout Council on the recommendation of the Group Scout Leader and the Group Executive Committee.
- The number of Nominated Members must not exceed the number of Ex Officio members.
- Nominated members must be appointed for a fixed period not exceeding 3 years. Subsequent reappointments are permitted.

Rights of attendance

- The County Commissioner has right of attendance at the Group Scout Council.
- ii. The District Commissioner and District Chair are ex-officio members of the Group Scout Council.
- iii. Membership of the Group Scout Council ceases upon:
- the resignation of the member



- the dissolution of the Council
- the termination of membership by Headquarters following a recommendation by the Group Executive Committee.

iv. The Group Scout Council must hold an Annual General Meeting within six months of the financial year end to:

- receive and consider the Trustees' Annual Report and the annual statement of accounts (following completion of their examination by an appropriate auditor, independent examiner, or scrutineer), prepared by the Group Executive Committee,
- approve the Group Scout Leader's nomination of the Group Chair and nominated members of the Group Executive Committee
- elect a Group Secretary and Group Treasurer
- elect members to the Group Executive Committee
- appoint an auditor, independent examiner or scrutineer as required
- adopt (or reconfirm) certain resolutions:
 - agree the quorum for each of meetings of the Group Scout Council, meetings of the Group Executive Committee and meetings of any sub-Committees (see Rule 3.24(d)(iii))
 - agree the number of members that may be elected to the Group Executive Committee (see Rule 3.24(b)(iii – Elected Members)
 - adopt (or re-confirm the adoption of) the constitution of the Group Scout Council (See introduction to Rule 3.24)
- appoint (or re-appoint) any Group Presidents or Vice Presidents (see the Chapter 16 Roles Table).

v. Key governance roles must be distinct to help manage conflict of interest. This means that the chair, secretary, and treasurer roles must not be combined in any way.