

Welcome Pack

4th Brightlingsea Scout Group

Lower Park Road Playing Fields

Lower Park Road

Brightlingsea Essex

CO7 0JX

(not a mailing Address)

www.brightlingseascouts.co.uk

facebook – 4th Brightlingsea Scout Group

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4th BRIGHTLINGSEA SCOUT GROUP



Welcome

We are delighted that your child has joined our group. This information pack will provide you with basic information regarding Scouting and the Group. There are a number of forms at the end of this pack that we would appreciate you filling in and returning to us. The purpose and reason for these forms is explained within the pack. As GSL (Group Scout Leader) I would like to welcome you and your son/daughter into our family at 4th Brightlingsea Scout Group. I'm sure your son/daughter are going to enjoy their time with our group, and I hope that you too will find it a rewarding and fun experience!!

The group was originally formed in 1946 by the amalgamation of some of the members of the 3rd Brightlingsea Cubs & the School Troop, and it's from this association with the school that today's colors' of the Scout Group Scarf (red & black) were adopted. Scout leaders at the time were Mr Tom Wright, Mr Tony Crane (MD of James & Stone) and then followed Mr Neil Richardson.

The 4th Troop have enjoyed various headquarters in the town including Marshes Yard, Duke of Wellington Pub (Wellington St) a garage near the YMCA, The Foresters Hall (now the sail loft in Tower St) then from a Nissan hut to the present headquarters in Lower Park Rd where they have been for 30 years.

At its most healthy the Scout group in Brightlingsea boasted two Beaver Colonies, three Cub Packs, three Scout Troops and a Venture Unit. 4th Brightlingsea Scout Group currently has Ottawa Beaver Colony, Spartan Cub Pack and Pioneer Scout Troop.

At 4th Brightlingsea we are very lucky to have our own purpose built Scout Headquarters, with ample storage facilities and meeting rooms. Headquarters has been undergoing extensive repairs over the years, the most recent a brand new Kitchen completed December 2011. The need to maintain the building makes fundraising a major consideration at 4th Brightlingsea, and we welcome any help we can get. Included in this pack is a Gift Aid Application Form which allows us to claim back some tax relief on payments we make to the Scout Association.

These Subscriptions payable at the beginning of each term namely January, April and September terms, once your son/daughter has been invested and are currently £32.50 per term. This amount incorporates the yearly Capitation charge of £15 per child which is a contribution to a fee of currently £30 the groups have to pay; this is a payment per member to District, County and Headquarters for their administration and support.

As you can see a little has to go a long long way, and this is why we occasionally have to charge for additional events and activities, usually sleepovers or camps.

We have a dedicated group of parents and friends providing the Leaders with a strong supporting committee, always ready to 'welcome new parents' along to the committee meetings to help out of just see what goes on 'behind the scenes'. Should you be interested in going along to a committee meeting (no strings attached!) please give our Chairman, Leo Sayers a call on 07850 091979 or me on 07711 903958 and we will be happy to let you know when the next meeting is taking place.

4th BRIGHTLINGSEA SCOUT GROUP



The continuance and survival of the Scout movement in Brightlingsea is through the dedication and commitment of willing adults be it leaders or committee who give up their time and dedication to the Scout Group and various units, to attend training courses and activities. Without them the Scouting movement in Brightlingsea would cease to exist.

If you have any questions during your time with 4th Brightlingsea, please contact your child's section leader, who will be more than happy to help. In the event that you feel this is not possible, please do not hesitate to contact me direct on 07711 903 958.

Yours in Scouting

A handwritten signature in blue ink, consisting of several overlapping loops and a long horizontal stroke extending to the right.

Ian Wilkinson

Group Scout Leader

Scouting

The Scout Movement is a global co-educational youth organisation, the largest in the world, with over 28 million Members in 216 countries and territories.

In the UK Scouting is organised through The Scout Association and which has a clear purpose:

To help young people achieve their full physical, intellectual, social and spiritual potential as individuals, as responsible citizens and as Members of their local, national and international communities.

The Scout Association offers everyday (and some more unusual!) adventure and activity to almost 400,000 young people across the UK.

Scouting is open to all young people aged 6 to 25 of every faith and background as long as they are prepared to make the promise. A number of variations of the promise are available to cover a range of faiths and nationalities.

There are also plenty of opportunities for adults to become involved as Leaders, Assistants, and Administrators and as Group Supporters. If you would like to be involved with our Group then please contact one of the Group's Leaders.

As a member of our Group we hope and will endeavor to ensure that your child can help to make the world a better place. Scouting makes a positive contribution to society by helping young people to develop as active members of the community who:

- Are self-reliant,
- Are caring,
- Are responsible,
- Show commitment.

However most importantly this continual personal development works best when the young people are working in partnership with adults. They do this by:

- Taking part in a variety of activities and new experiences,
- Exploring the outdoors,
- Participating in teams,
- Taking responsibility,
- Taking part in the Progressive Training Programme

The programme is a continuous progression of training, activities and awards that covers everything that young people do in Scouting from the age of 6 to 25.

The Group and Sections

- **Beavers** 6 to 8 years old meet on a Thursday between 5.30pm to 7.00pm
- **Cubs** 8 to 10 ½ years old, meet on a Wednesday between 6.30pm & 8:00pm
- **Scouts** 10 ½ to 14 years old, meet on a Thursday between 7:30pm & 9:00pm

With all sections there is some flexibility in age ranges.

The Group feeds into a local Explorer Scout Unit, however all group members that progress to the District Explorer Unit are more than welcome back at the Group as “Young Leaders” with any of the sections.

The Group can always benefit from assistance either as a Leader, helper or a member of the Group’s Executive or even as occasional specialist skills instructor, passing on skills or hobbies. If you would like to help, in any capacity, please contact the GSL or unit leader.

Whilst the activities they take part in will depend on their age, each Section gives young people the opportunity to learn by doing. The main programme areas are:

- Outdoor and Adventure
- Global
- Community
- Fit for Life
- Creative and Beliefs
- And Attitudes

Leaders are trained to deliver this programme, ensuring our young people stay safe while they enjoy themselves and learn.

The Promise

Our Scout Group is an ‘Open Group’; this basically means that as long as your Child meets the general requirements for membership of the Scout Association they are welcome within our Group.

To become a member of the Scout Association and our group your child will be asked to make a promise at an investiture ceremony. This would normally be undertaken on a meeting evening, however it can be carried out at any event. We would always try and make this a very special event for your child, however it is your child’s investiture and would only be carried out when they were ready. Investitures may be delayed so that they could be carried out at a special event e.g. at camp. You, of course, would be more than welcome to witness this ceremony.

The promise that they make will be dependent on the section that they are joining. The general promise for each section is attached; the promise can, however, be altered in a number of ways to take into account religious beliefs; nationality and / or special needs.

In the promise your child will undertake to either “love God” or to do their “duty to God” (or their choice of deity). Whilst we are not attached to any particular religious body the Group may attend church services. Their Leader can generally answer any questions that you or your child may have with regard to the promise.

Investiture

Beaver Scouts usually takes place approximately 6 weeks after your son/daughter has started at Beavers. The ceremony is carried out at the beginning of the evening and family and friends are invited along to watch and take pictures if they wish. Your son/daughter will need his uniform by then. Further details on uniform are available elsewhere in this pack.

The promise will be talked about at Beavers and your son / daughter will have at least a week to learn it. The ceremony whilst being important is designed to be as friendly as possible with no pressure on your son / daughter to 'perform in front of lots of people. For your information the promise is:

**I promise to do my Best
To be kind and helpful
And to love God**

In the multi cultural society of today our promise is designed to fit many different faiths and should you prefer your son/daughter may change the last line accordingly. Please do not hesitate to contact Trish at Beavers should you wish to discuss alternatives.

The investiture promise is re-affirmed at Cubs again approximately 6 weeks after 'swimming up'. Once again this will be talked about at Cubs and your son/daughter will have at least a couple of weeks to learn his/her new promise.

The ceremony is slightly more formal with the addition of a Cub Scout Law to learn and recite. You, your family and friends are once again invited along to watch and take pictures. For your information the Cub Promise is:

**I promise to do my Best
To do my duty to God and the Queen
To help other People
And to keep the Cub Scout Law**

And the Law is:

**A Cub Scout always thinks of others before himself
And does a good turn every day.**

Again the promise is designed to fit different faiths so please speak to Ian at Cubs should you wish to discuss alternatives.

N.B. The move from Beavers to Cubs is automatic, and is arranged around the time of your son/daughters 8th Birthday dependent on spaces at Cubs. No Beaver will be asked to leave if there is no space at Cubs. Space will always be found. A Beaver can remain with the Colony until they are 8 ½ if necessary.

4th BRIGHTLINGSEA SCOUT GROUP



Investment is once again re-affirmed at Scouts. This takes place approximately 4-6 weeks after moving up from Cubs. At this stage the ceremony is rather more formal, but as always you, your family and friends are welcome (son/daughter permitting!!) along to watch and take pictures.

The promise and laws will be discussed at Scouts and once again the promise is adaptable, but we are sure by this age your son/daughter will be on the way to making his/her own decisions about faith and will wish to have a say in the ending as well. Should you wish to discuss this however, please contact Darren at Scouts.

For your information the Scout promise is:

**On my Honour I promise
That I will do my best
To do my duty to God and the Queen
And to keep the Scout law.**

And the Laws are:

**A Scout is to be trusted
A Scout is to be Loyal
A Scout is Friendly and Considerate
A Scout belongs to the World wide Family of Scouting
A Scout has courage in all difficulties
A Scout makes good use of his time and is careful of possessions and property
A Scout has respect for himself and for others**

N.B. Again moving up is an automatic progression, around the age of 10 ½ . No Cub will be asked to leave without a place to go to. A Space will always be found.... Cubs may stay with the Pack until the age of 11 if necessary

Continued Scouting

Following on from Scouts is Explorer Scouts at the age of around 14. This is a District organised Section and as such there are currently no Explorer Scouts in Brightlingsea. At the appropriate time your son/daughter will be offered a choice of several Explorer Scout Units around the area dependant on where and when they are running. Investiture carries on through this section but will by now, we are sure, be fully understood and decided on by your Son/Daughter. Uniform although available at this level is often worn only on formal occasions at this age. Scarves will also differ and all these details depend on the Explore Scout Unit that your son/daughter joins. The move to Explore Scouts is dependent on available places although it is rare for there to be none available. Your son/daughter will no doubt decide for themselves if they wish to continue, We sincerely hope that they have enjoyed their time with 4th Brightlingsea Scout Group, and are eager to continue their Scouting in the District perhaps returning to us as a much welcomed Helper / Young Leader in any of the Sections.

RULES

Rules as we are sure you appreciate are a very important part of Scouting. With such a large number of children in the hall each evening and at any given outside event it is vital that we have a good control of behaviour. Your son/daughter's safety and enjoyment are dependent on a well organised and controlled evening/event. As such we are indeed fairly insistent on full compliance with our rules.

Children who have problems following our Rules will be encouraged to learn and respect them for their own safety as well as that of their friends. It is very rare, but we will, if necessary, ask you to come and collect your child, if we are having problems. We would then ask you to explain to your son/daughter why this has happened, and we would expect to see them back the next week.

Should you need to collect your son/daughter on several occasions, we would suggest a small meeting with yourselves, your son/daughter and necessary Leaders to try to work out a plan for your son/daughter to be encouraged to continue to join in successfully.

However should this continue to occur and despite all efforts of our Leaders, Helpers and yourselves, we feel that your child is unable to continue we will unfortunately ask your son/daughter to either miss a week or two or leave the group. As yet we have not had to do this. However, we feel it only fair and right to make this clear at the beginning of your son/daughter's time with us.

We are well aware that not all disruptive behaviour is because a child is naughty. There are many medical reasons why children have difficulty understanding rules and following them, and we ask that if your son/daughter has a medical condition that could cause this kind of problem or effect their participation in the unit's activities, you make it clear to our Leaders – especially the Section Leader. In these cases special exceptions are made during games, activities, and events so that your son/daughter can enjoy their time with us to the full. In rare cases we may need to have extra help, and may ask you to provide adult assistance should we feel it necessary? Listed are the rules we encourage the children to follow. Please have a chat with your child and help him/her to understand the reasons and meanings of our Rules.

RULES 4 BEAVERS

- **A Leader puts up their Hand** – This means:
STOP what you are doing
BE QUIET
PUT UP YOUR HAND and wait for instructions
- **Three Whistles** – This means:
QUICKLY and QUIETLY sit in a nice STRAIGHT row on your Lodge Line.
- **Fun and Friends** – This Means :
NO FIGHTING, ARGUEING, HITTING, KICKING or even HUGGING other Beavers. We must be nice and friendly to all other Beavers
- **In Lodges** – Whilst sitting or standing in Lodges Beavers should:
Sit or Stand STILL and QUIET
Do as their LODGE LEADER asks them
LISTERN carefully - Lots of activities and games are explained whilst in Lodges
- **Sitting on the Mat** - Whilst on the Mat Beavers should:
Sit STILL and QUIET
PUT UP A HAND and only talk when a Leader asks them to.
- **Prayers/Closing Promise Ceremony**
Stand STILL and QUIET
Make the SCOUT SIGN for saying promise
BOW HEAD keeping HANDS OUT OF POCKETS, for Prayers

RULES 4 CUBS

- **When PACK PACK PACK is called out** - Cubs should reply then **QUICKLY** and **QUIETLY** get into their Six Lines
- **Whilst in their Six Lines and during Grand Howl** - Cubs Should
Stand **STILL**
Keep **QUIET**
When called to attention - stand STRAIGHT and SMART and no hands in pockets.
Perform Grand Howl in an appropriate manner.
- **Any Leader puts up their hand** - This means
STOP what you are doing
BE QUIET
PUT UP YOUR HAND and wait for instructions
- **Prayers/Closing Promise Ceremony**
Stand STILL and QUIET
Make the SCOUT SIGN for saying promise
BOW HEAD keeping HANDS OUT OF POCKETS, for Prayers
- If any of this takes too long points **WILL BE** deducted from weekly score

No Punching, Kicking, poking, pushing, shoving or bad language will be tolerated *at any time*.

RULES 4 SCOUTS

By now a Scout is expected to be responsible for his/her actions and as such the rules are:

- Keep the Scout Promise
- Keep the Scout Law
- Absolutely no FIGHTING OR BULLYING
- Any **serious** breach of these Rules, and a Yellow card will be issued to be taken home to parents/carers.
The Scout will be expected to explain to his/her parents/carers why the card has been issued
The parents/carers will have to sign the card in acknowledgement
The card must be returned to the Scout Leader the following week.
- Any repetition of unacceptable behaviour and a further yellow card will be issued
- On a **Third** occasion a RED card will be issued resulting in:
Contacting parents/carers immediately and the Scout being sent home. Discussion with parents/carers on ways to improve behaviour for the Scout to continue with the Troop.

Uniform

Details of uniform for each section, and the location of badges are attached.

On a meeting evening we would normally expect your child to attend in uniform from the waist up. However, for specific activities full or suitable uniform activity-wear may be more suitable.

Guidance on the expected uniform for each activity would be provided with details of the proposed event or activity.

- **Beavers** Turquoise sweatshirt and Group neckerchief
- **Cub Scouts** Dark green sweatshirt and Group neckerchief
- **Scouts** Teal green smart shirt, Scout belt and Group neckerchief

The Scout Association produces dark blue uniform 'activity' trousers which are not compulsory. Navy blue colored Regatta walking trousers are the same. For events where full uniform is required these activity / walking trousers or dark grey / black 'school' type trousers / skirt would be more than adequate. For Scouts, full uniform also includes a brown leather Scout belt.

The Group neckerchief / scarf is red and black halves, with the Group's badge, given during your child's first investiture. These are available from the Group if scarf is lost.

For activity wear there is a choice of optional polo shirts, available in turquoise for Beaver Scouts and green for Cub Scouts and Scouts or Group T-Shirts.

4th Brightlingsea Scout Group Uniform

Uniform (consisting of Scout Trousers, Sweatshirt and Group Scarf) should be worn at all times unless informed otherwise. Apart from the fact that it forms part of our Insurance Criteria, we feel that it encourages the boys/girls to develop a sense of pride in their appearance.

Each unit has a form of inspection at the beginning of each evening some having points awarded for a smart, tidy turnout!!

The Trousers are the same throughout the Movement for Boys/girls and leaders alike. We suggest you get them slightly larger so that they will see your son/daughter throughout Beavers and into Cubs and then cubs into Scouts. By Scouts (if you have not already done so) you will no doubt need to get new Trousers. If your son/daughter wishes and with the permission of the Scout Leader he/she may wear alternative more casual trousers. However Scout Trousers will be required for formal events and activities such as parades.

The Sweatshirt tops differ with Beavers wearing light blue, Cubs wearing green and Scouts wearing green shirts. (There is sometimes 2nd hand Tops available, just ask at your unit leader if you are interested) So please donate any old Tops when your son/daughter has moved onto the next Section.

All the Sweatshirts, Shirts and Trousers can be obtained from Stanway Scout Shop, and of course over the Internet at <http://colchesterscoutshop.org.uk/>

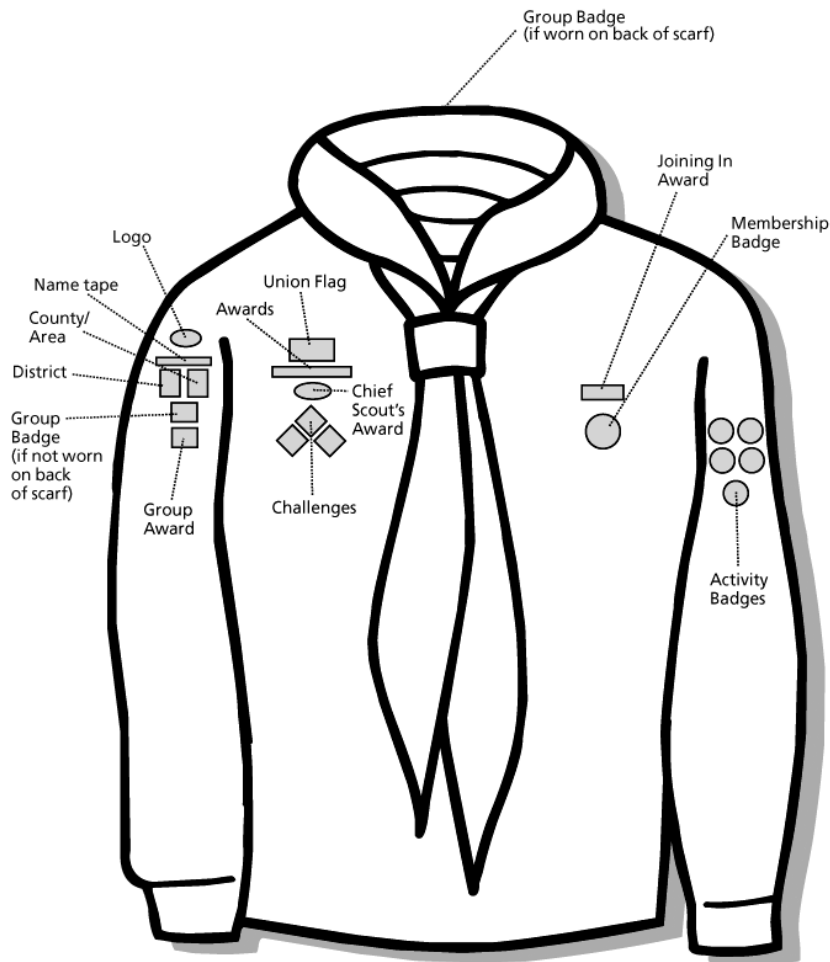
For the summer Months or in Winter under your Sweatshirt, **there is a Group T-Shirt** (available from your Section Leader currently priced at £8) which is worn under the Sweatshirt for Inspection with the Sweatshirt being removed after Inspection if wished. We suggest you get one slightly larger to last.

We suggest you wait a couple of weeks before purchasing the Uniform, to make sure your son/daughter is going to be happy with us.

The Group Scarf is given at Beaver, Cubs and Scouts Investitures unless the child already has one from the previous section. If they require a scarf at investiture we must ask a small fee of £5.00 (currently) payable on the night. This fee covers your scarf and all appropriate badges, which are given out at Investment. Lost scarves can be purchased for £3.50 from your section leader.

PLEASE REMEMBER THERE ARE OTHER CHILDREN IN THE SECTIONS ALL WITH THE SAME SCARVES AND UNIFORM TOPS SO PLEASE PUT NAMES IN ALL UNIFORM CLOTHING.

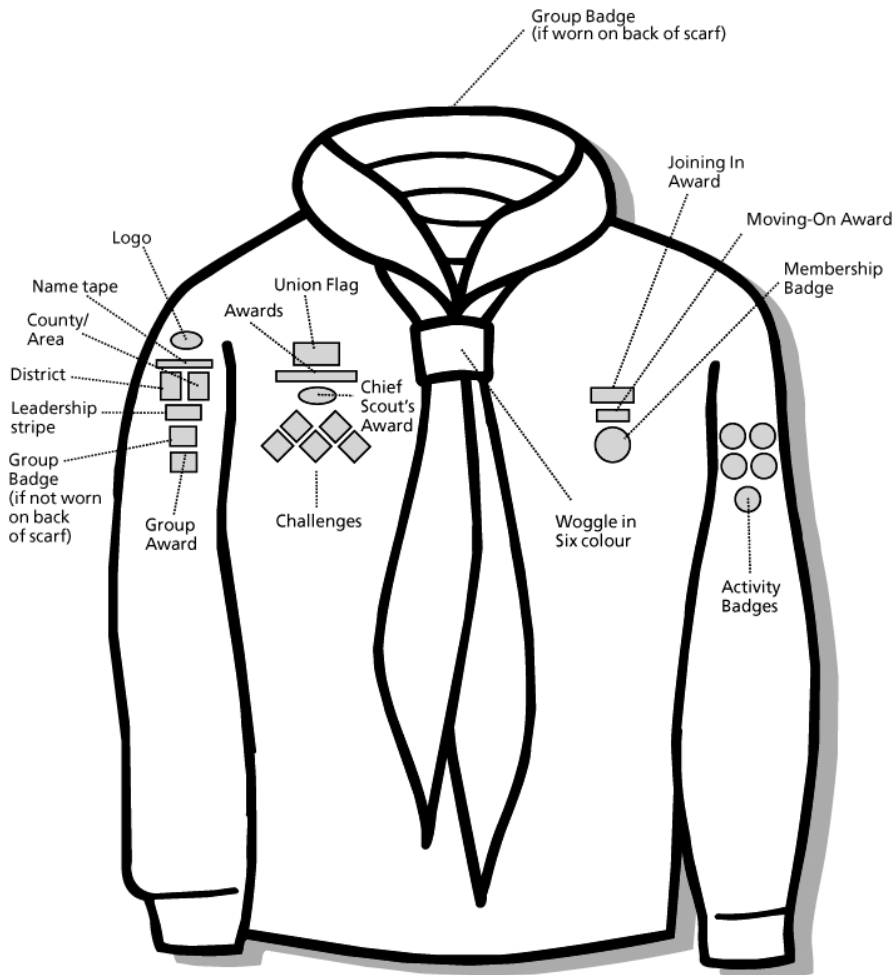
Beaver Scouts Uniform and Promise



The Beaver Scout Promise

I promise to do my best
To be kind and helpful
And to love God.

Cub Scouts Uniform, Promise and Law



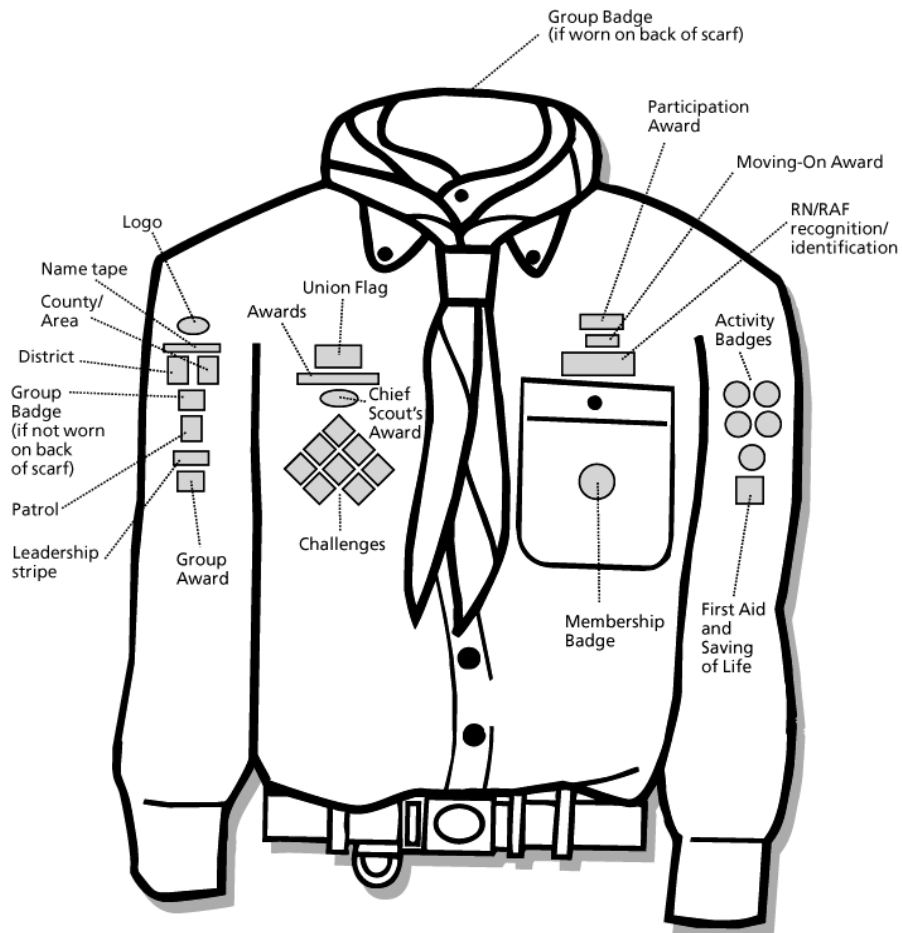
The Cub Scout Promise

I promise that I will do my best
 To do my duty to God and to the Queen,
 To help other people
 And to keep the Cub Scout Law

The Cub Scout Law

Cub Scouts always do their best
 Think of others before themselves
 And do a good turn every day.

Scouts Uniform, Promise and Law



The Scout Promise On my honour, I promise that I will do my best,
To do my duty to God and to The Queen,
To help other people,
And to keep the Scout Law

- The Scout Law**
- 1) A Scout is to be trusted.
 - 2) A Scout is loyal.
 - 3) A Scout is friendly and considerate.
 - 4) A Scout belongs to the worldwide family of Scouts.
 - 5) A Scout has courage in all difficulties.
 - 6) A Scout makes good use of time and is careful of possessions and property.
 - 7) A Scout has self-respect and respect for others.

As your son/daughter moves on, he keeps some of his badges to wear on his Cub Uniform. All other Badges can be transferred onto a Camp Blanket

CAMP BLANKET

A Camp Blanket is not Uniform but it is a Traditional part of the Camp Kit List. It is used under the sleeping bag for warmth, and worn at Camp Fire. As a Beaver you may like to start a Camp Blanket at their 1st Sleepover.

There is a poncho style blanket available with one side blue for Beavers and the other side green for Cubs. However your son/daughter may prefer starting with a normal Blanket, as most Leaders will have this style, and when they reach Scouts, they may well feel this 'poncho' too young to be continued with, and yes that means sewing all the badges onto a second blanket....!!

Subscriptions

At the current time Subscriptions are £27.50 per term and are due in:

- January / February,
- April / May,
- and September / October.

The Subscriptions help to cover the cost of Insurance for your son/daughter

- Energy Bills and Rates
- Maintenance of the Hut
- Equipment both for individual sections, such as badges, pens, paper etc and the Group as a whole such as camping equipment - tents, beds, cookware etc. Some other activities such as camps, may incur **extra** costs.

In Addition...

during January we have to fulfil the Scout Associations census and pay Capitation for each member of the Group. Failure to pay this, either directly or through targeted fund raising, will result in your child not being allowed to partake in Scouting activities, as Scout Insurance will not cover them. If at any point paying for either subscriptions, capitation or for activities becomes an issue please speak to one of the Group's Leadership team. We can claim the income tax paid on all the monies that are paid to us. This includes money paid for subscriptions, capitation and activity costs. This means that for every £1 paid to the Group we can claim 25p back from the Inland Revenue. In addition to being an easy fund raising method, it means that we can keep costs of activities as low as possible. To enable us to do this though you need to fill in a "**Gift Aid Declaration**" form which is attached.

Badge Work

Members of all ages work towards attaining awards both in their chosen activities, and are awarded badges. From Circus Skills and Street Sports to Imagination and Public Relations, there is a wide range of choice of Activity Badges for all Sections. Hobbies that your child has can also be used to help both '**Activity Badges**' and progressive training awards.

These are generally awarded for trying new activities and doing their best at them for the younger sections whilst Scouts do have some badges that specific standards have to be met. Generally the effort needed to obtain the badge or the standard required increases as your child progresses through the sections. In addition though, there are seven '**Staged Activity Badges**' these have been designed to provide a unified approach throughout the Sections.

These staged Activity Badges are:

- Emergency Aid
- Information Technology
- Musician
- Swimmer
- Time On The Water
- Nights Away
- Hikes Away

All the Staged Activity Badges have 5 stages, with the exception of the last two. Nights Away has 12 and Hikes Away has 6 stages. This means that a young person can gain whichever badge is appropriate to the level they have reached. It is possible, for example, for a Beaver Scout who is an excellent swimmer to gain a higher-level badge than a Scout who has just taken up the activity.

There are '**Joining In**' awards which are presented with the numbering indicating how many years the Member has regularly attended and participated in the balanced programme across the whole Scout Movement. Only the highest numbered badge is worn.

Each section has a number of '**Challenge Badges**'; these can either be done individually or in groups. On completion of a number of these your child can earn the relevant Chief Scouts Award, the highest award earned worn on their uniform.

- Beaver Scouts – **Bronze Chief Scouts Award**
- Cub Scouts – **Silver Chief Scouts Award**
- Scouts – **Gold Chief Scouts Award**

When your child is ready to move onto the next section there are moving on awards for each section.

Occasionally your child may be asked to undertake things at home to go towards badge-work or challenges being undertaken at their meeting.

Trips and Activities

In order to supplement the weekly meetings and to ensure that everyone has the best opportunities. There are very few activities that members of The Scout Association are actually banned from doing. Consequently if it is possible, to do something, and there is a large enough request to do something we will try to organise it.

However, when organising trips or activities we often have to impose a cutoff date for responses. This is generally due to purchasing tickets, completing all of the necessary risk assessments and making arrangements with the 'Home Contact' for the event.

These cut off dates will be strictly adhered to. Consequently if subsequent to your child being accepted on a trip or activity, if they are unable to attend please let us know as soon as possible.

Another cut off reason may be a number of people taking part. For instance if we are only able to 10 members due to the number of available canoes for example it's important that everyone turns up because their place could have been given to another child

Child Protection and Health and Safety

The Scout Association's policies, rules, code of behaviour, advice on Child Protection and safety policy are there to ensure our young people stay safe whilst the Programme of activities that we provide is fun, exciting and challenging. Most importantly we must also make sure that all activities undertaken are safe.

It is the policy of The Scout Association (and therefore of the Group) to safeguard the welfare of all Members by protecting them from physical, sexual and emotional harm.

The Scout Association is committed to:

- Taking into account in all its considerations and activities the interests and well-being of young people;
- Respecting the rights, wishes and feelings of the young people with whom it is working;
- Taking all reasonable practicable steps to protect them from physical, sexual and emotional abuse, and
- Promoting the welfare of young people and their protection within a relationship of trust.

All adults aged eighteen or over, no matter what their role or involvement within Scouting, are responsible for putting this policy into practice at all times.

All Leaders and regular helpers have been subjected to, and passed, an enhanced Criminal Record Bureau (CRB) disclosure. In addition all leaders have passed a basic first aid qualification.

However, accidents occasionally can happen, consequently in order to comply with The Scout Association's own health and safety policy's we require certain information regarding emergency contacts (next of kin, emergency contact numbers etc.). If this information changes e.g. change of address or phone number please let us know. A general information contact form is attached.

During activities and trips this contact information, including parent or guardian contact information, will be provided to a third party who will not be related to anyone on the activity or trip. This will be the events nominated 'Home Contact'. If it is necessary to contact you during the event it is likely to be this person who will contact you.

Further information and consent forms may be required for specific activities.

The Group can cope with members that have special needs, however we do need to know of any special requirements, allergies etc. that your child may have.

All information provided is kept in complete confidence. It is normal for us to ask for a new form to be filled in when your child moves sections to ensure that we have up to date information. The only people outside of the Group to have access to any of this information would be a nominated 'Home Contacts' during trips or activities.

Photographs / Video Footage

The various sections regularly take part in a wide range of activities, organised at a Group, District or County level. Many of these involve challenging activities, which the youngsters involved often like evidence to prove that they have taken part.

In addition, images of the youngsters enjoying themselves can be extremely useful for publicity purposes, internally (e.g. for use on the Group newsletter), externally (sent to local newspapers, 'Scouting Magazine' (which is provided to Leaders in Scouting) etc.), and on display boards etc. in the Community Centre. Photographs and video footage of the youngsters in the activities may also be used as a training aid (both adult and youngsters) or as validation of adult training.

At Group events it is relatively easy for the Leaders in charge to take suitable and agreeable photographs of the children involved. At larger events such as District or County events, it is not necessarily possible for the Leader to dictate what photographs might be taken or the specific end use of the photographs. However as the photographs would be taken as part of a Scouting event they would need to comply with The Scout Association's Child Protection Policy, as would photographs or video images taken during Group events. Should you not want any pictures or videos taken of your child please let the Group Scout Leader know ASAP.

Please ask if you have any questions concerning this.



Photographic & Video Footage Permission

I acknowledge that during the course of Scouting events (weekly meetings, days out, camps, etc.) photographs and / or video footage may be taken, and could be used for any of the purposes outlined below.

I also acknowledge that on larger events photographs and / or video footage may be taken that the Group's Leaders have no control over.

I understand that all photographs and / or video footage taken by or on behalf of Scouting events will comply with The Scout Associations Child Protection Policy. However, the Group has no control over the photographs and / or video footage taken by Third Parties and their proposed end use for the photographs and / or video footage.

Use	I give my permission, please tick
To be provided to you after events	
Recruitment of Members or Leaders	
As a training aid and validation of Leader training	
Internal publicity (Group Newsletter, promotion of future events to members of the Group etc.)	
External publicity (submission to Local newspapers, 'Scouting Magazine' etc.)	
To be shown at Group events / on the Groups notice boards in the Community Centre	

Signature:

Date:

Name (Printed)

Further Information

Further details regarding anything about scouting can be found on the Internet at...

<https://members.scouts.org.uk/supportresources> Or Updates can be found on our website...

4th BRIGHTLINGSEA SCOUT GROUP



Contact Information

<p>Name – Trish Parker Title -</p>	<p>Name - Ian Wilkinson Title - “Akela” Cub Leader and Group Scout Leader</p>	<p>Name – Simon Matthews Title – Scout Leader</p>
		
<p>Tel 07808 938563 squirrelbrightlingseascouts.co.uk</p>	<p>Tel 07711 9043958 akela@brightlingseascouts.co.uk</p>	<p>Tel [Telephone] skip@brightlingseascouts.co.uk</p>

<p>Name - Leo Sayers Title - Chairperson</p>	<p>Name – Paul Linsey Title – Group Secretary</p>	<p>Name – Lisa Sayers Title – Hut bookings</p>
		
<p>Tel 07850 091979 chairman@brightlingseascouts.co.uk</p>	<p>Tel 07449 849788 secretary@brightlingseascouts.co.uk</p>	<p>Tel 07786 802454 bookingscouthut@outlook.com</p>



General and Emergency Contact Information Form

Member

Name: _____

Address: _____

Any special needs (physical, medical or educational):

Any allergies (nuts, plasters etc.) or other medical condition that we need to be aware of:

Any medication that may be required during a Scouting Activity (asthma inhaler, epi-pen etc.)

If my child requires the above they know how to administer it: YES / NO

They are likely to be able to self-administer: YES / NO

Emergency Contact

Name: _____

Relationship to the member: _____

Address: _____

Tele No 1: _____ Tel. No 2: _____

Mobile No 1: _____ Mobile No 1: _____

Email address: _____

I give permission for my email address to be used to send me Group newsletters etc.

Doctors name: _____

Doctor's address: _____

Doctor's telephone number: _____

FUND RAISING

Fundraising at 4th Brightlingsea - as with any organisation nowadays it is a very big necessity. We are well aware that there are many demands on your money but hope that whilst your son/daughter is with us you will support our cause and help when available.....!

We currently have 5 Fundraising avenues:

- Gift Aid - The group is able to claim back from the government the income tax that you have paid on any amount you pay to the Group. So at the present time, for every £1 you pay to the Group in the form of subscriptions, the Group can claim back 28.2p. So the £1 becomes £1.282 towards the Group funds. And it has not cost you or the Group anything. More info and a form can be found at the back of this pack.
- Colchester Stanway Scout Shop - When you need to purchase your Son/Daughter any Uniform, Camping Equipment, please purchase from your nearest Scout Shop. 10% of all products purchased goes towards our Group. Just let them know when you buy which Group you are supporting, and we receive a very nice Credit Note Yearly which is offset against any badges, Woggles, paperwork, extras we purchase.
<http://colchesterscoutshop.org.uk/>
- Boating lake - This is owned by the council but run by members and parents of the group and volunteers and involves supervising / manning the boating lake for an afternoon. It is not as much hard work as it looks; In fact it can be a great fun day. Helpers permitting on a good year, we can raise well over £2500, and sometimes we have even raised as much as £3,000.
- Christmas Post - Again is run by Volunteers / members / family of the group. This involves putting out post boxes around the town, collecting the post from the boxes over the weeks before Christmas, stamping and sorting them and then hand delivering them, around the town. This community service is very satisfying and a good fundraising event bringing in over £1,000 each year.
- The 4th Brightlingsea Classic Car Show & Fun Day – Is a relatively new event again run by the group and volunteers which requires a lot of hard work and organisation. This event, on a smaller scale was first staged in 2003, and then driven by the need to raise a large amount of money for essential repairs to the hut, revived by an idea and initial hard work of a parent (and then committee member) in 2010.

Since the initial idea the event has grown and grown and proved a fabulous success raising a good sum of money each year. It now runs yearly and has raised enough money, along with a council grant, to totally refurbish our Kitchen (completed December 2011), provide better disabled access with a ramp and rails and also install new entrance doors. Not only does this event raise money, but it also raises the town's awareness of 4th Brightlingsea Scout Group and other organisations, it really is a fun day out for ALL the family. **Remember Every Little Helps**

Group Gift Aid Scheme

The Group is re-issuing the government Gift Aid scheme. This is the scheme that was introduced to replace the old Deed of Covenant scheme. The Gift Aid scheme was introduced by the Labour government as part of their “Getting Britain Giving” campaign. Major changes have been made to the Gift Aid scheme, which allows tax to be reclaimed on any qualifying donation to a charity, regardless of whether it is regular or one off. The new system for claiming tax is much simpler to operate and is more flexible. The parent or guardian no longer has to make a legal commitment and now need only provide the Group with a simple Gift Aid declaration. The Scout Group will then make all the arrangements with the Inland Revenue to reclaim the tax. It is as simple as that. This scheme costs **you nothing**. You can end the agreement at any time. The Group deals with all the paperwork required by the Inland Revenue, and the control of the scheme is governed by them, and must operate under the rules of the National Scout Association and the Charities Commission. All we ask is for you to complete the Gift Aid Declaration.

So what does the Group and the children in the Group get out of this? The group is able to claim back from the government the income tax that you have paid on any amount you pay to the Group. So at the present time, for every £1 you pay to the Group in the form of subscriptions, the Group can claim back 28.2p. So the £1 becomes £1.282 towards the Group funds. And it has not cost you or the Group anything. So what is the Group going to do with this money? Firstly, we will have to wait a year to get this money. It will be used to help with the running costs of the Group, the Scout Hut (lighting / heating), and by that help to keep the subscriptions from rising too much. It will also be used to help fund new equipment required by the Group either for unit or day-to-day requirements, or for new camping equipment.

Please remember that the Group is a voluntary organisation as well as a registered charity. None of the leaders or executive committee receives any payments for their time, which they so freely give. The Group has to rely on subscriptions, fund raising events and donations for it to function. Attached to this announcement you will find a list of the most frequently asked questions to help you make up your mind, as well as the “Gift Aid Declaration” form for you to complete, if you agree that this is a very easy way for you as a tax payer to help all of the children in the Group.

On behalf of all the children and leaders in the Group, can I thank you for taking the time to read this information and hopefully registering with our scheme.

Ian Wilkinson
Group Scout Leader

National Scout registration 2692 – Registered Charity Number 278516

4th BRIGHTLINGSEA SCOUT GROUP



Group Gift Aid Scheme

Questions and Answers about the scheme.

Q. Is a Gift Aid declaration complicated?

A. No, it is a very simple and only requires you to declare that you want your subscriptions to be treated as Gift Aid payments.

Q. Do I have to complete a separate declaration for each of my children in the Group?

A. No, one declaration covers all payments you make in respect of their subscriptions.

Q. Will I have to reveal any personal tax information?

A. No, all that is needed is very basic information including your name, address and confirmation that you want your subscriptions to be treated as Gift Aid payments.

Q. Will it cost me anything extra?

A. No, the Group will simply claim back tax that would otherwise have gone to the Inland Revenue. We can then use this tax to reduce the impact of subscriptions, and improve our Scouting program.

Q. What will I have to do in the future?

A. Nothing, once you complete the declaration this covers your child(ren) until they leave the Group. You need only notify the Group if you change name, address or are no longer able to confirm the details on the Declaration.

Q. What happens if my child changes section?

A. Nothing, as the Gift Aid declaration is not in respect a specific sum, but merely the subscription, however much that will be.

Q. What happens if I stop paying tax?

A. If you stop paying tax or have paid insufficient tax to cover the amount the Group will be claiming back, you should inform the Scout Group, and they will not make a claim for your payments.

Q. What happens if my child leaves the Group?

A. As there is no legal commitment in a Gift Aid declaration, the Group will only claim back the tax on the Payments you made before the child left the Group.

If you have any other questions, then please contact the Group for clarification.

National Scout registration 2692 – Registered Charity Number 278516



GIFT AID DECLARATION
4th Brightlingsea Scout Group

To be completed by a tax paying parent or guardian of a beaver / cub / scout in the group

Title _____ Forename(s) _____

Surname _____

Address _____

Postcode _____

Son / Daughter's name _____

I would like the 4th Brightlingsea Scout Group to treat all payments I make on or after the 6th of April 2000, in respect of the member subscriptions for the Group, as Gift Aid donations.

Signature _____ Date _____

Notes.

1. You must pay an amount of income tax or capital gains tax at least equal to the tax the Group will Reclaim on the payments. (Currently 28p for every £1 you give)
2. You can cancel this declaration at any time by notifying the Scout Group.
3. Please notify the Scout Group if you change your name or address.
4. A copy of this declaration will be returned to you for your records.

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4th BRIGHTLINGSEA SCOUT GROUP



The Scout Association - <http://scouts.org.uk/>

Stanway Scout shop – <http://colchesterscoutshop.org.uk/>

National Scout Shop - <http://shop.scouts.org.uk/>

Essex County Scouting - <http://www.essexscouts.org.uk/>

Colchester Estuary District - <http://www.essexscouts.org.uk/districts/colchesterestuary>

4th Brightlingsea Scout Group Web Site –
<http://www.brightlingseascouts.co.uk>

Fun Day & Classic Car Show Face Book Page –
<https://www.facebook.com/pages/Brightlingsea-Classic-Car-Show-Back-To-School-Fun-Day>