



1st Owlsmoor Scout Group

Registered Charity number 1064976

A GUIDE FOR NEW MEMBERS AND THEIR PARENTS

1st Owlsmoor Scout group are part of the South Berkshire District. Our members are aged between 6 and 14 years old, they take part in an active, exciting, fun, and adventurous programme of activities.

We try to do this by providing an enjoyable and attractive scheme of activities guided by adult leadership. 1st Owlsmoor is open to both boys and girls and that scouting is an equal opportunities movement. There are two parades that all members of the group are expected to attend. These are St George's day (Scouts patron saint) & Remembrance Sunday.

The Sections and age ranges:

Beavers (Tuesdays) 6 – 8 years old

Cubs (Mondays) 8 – 10½ years old

Scouts (Mondays) 10½ – 14 years old

Money Matters

We would be grateful if any payments, whether they be by cash or cheque, are placed in a sealed envelope with details of what the payment is for, and who it is from, on the front of the envelope.

Subscriptions (Subs) are collected at the beginning of term in January, April and September.

The amount to be paid is currently:

£36.00

This money is used to pay:

- annual fees to District, County and National headquarters for insurance, leader training
- to the Group to cover the cost of running our headquarters
- cost of badges and books etc.
- to subsidise some activities
- A one off payment £10.00 is also required for the cost of the group scarf, district badges.

How does it work?

The Scout Group is led by a Group Scout Leader (GSL) and managed by a Group Executive Committee. The different Sections are run by Uniformed Leaders. All are unpaid volunteers who have been CRB checked to ensure they are suitable to work with young people and who have available the support and training they need from the Scout Association to ensure everyone involved enjoys Scouting in a safe manner without risk to health, so far as is reasonably practicable.

The Group Executive Committee is chaired by the Group Chairman and manages the business affairs of the Group. They are responsible for the maintenance of property; raising funds, administration of Group finance, insurance, property and equipment. Members of the Group Executive Committee are the 'Charity Trustees' of the Scout Group which is an educational charity.

Beaver Scouts every Tuesday from 5.30pm to 7.00pm

Beaver Scouts are aged between 6 – 8 years old. They wear turquoise sweatshirts, long trousers and our Group scarf; Beaver Scouts play games, do various activities and go on visits. They meet together once a week during term time in a Beaver Scout Colony. You can find out more about their activities by asking our beaver leader.

Cub Scouts meet every Monday from 6.00pm to 7.30pm

Cubs are aged between 8 – 10½. There are loads of fun things that you can do as a Cub Scout. You will get a chance to try lots of different activities like camping, exploring, swimming, computing and collecting. If you do them properly you will get a badge which you can wear on your uniform. You can find out more about their activities by visiting the Cub pages on our website. Our Cubs gain a lot of badges!

Scouts meet every Monday from 7.45pm to 9.15pm

The Scout Section is for young people, usually aged between 10½ and 14½ years. Scouts take part in a wide range of activities. Scouts spend a lot of time outdoors camping, and experiencing a wide range of adventurous activities, anything from abseiling to yachting.

Parents & Guardians

We encourage parents and guardians to become involved in the Scout Group, in fact without them we cannot continue to provide a wide range of activities. Most of our Leaders have, or used to have, children in Beavers, Cubs or Scouts. The amount of time involved could be as little as a couple of hours a week as an Assistant Leader or more if you have the time and like to become involved in the weekend activities.



Other types of help - Skills and Contacts

1st Owlsmoor are always on the look out for people who can bring something of interest to an evening or perhaps arrange a works visit. If you are a child, looking around a factory or printers etc. is quite an adventure.

For example we have had very successful evenings with a nurse and an aircraft engine maintenance engineer who bought in some parts! If you think you may have an interesting job, hobby or idea, please let your child's leader know. The more parents who involve themselves in the running of the Group, the more successful the Group itself will be. You can help to make a very real difference! Alternately if your skills are more hands on, we have many maintenance jobs at the hut from cutting the grass to general cleaning.

Where to find us

Scout Headquarters pedestrian entrance is Oxford RD, Owlsmoor, Sandhurst, Berkshire GU47 0TR

Who to contact **E-mail enquiries@1stowlsmoorscouts.org**

Other Activities

Beavers normally hold one or two special outdoor events each year

Cubs usually have an annual Pack Holiday or Camp, as well as other outings during the year

Scouts normally have a Troop Camp as well as weekend camps and other outdoor activities.

Every year we hold one really big Group event, either a Family camp or Parent & Scout Camp, which involves everyone, there are other activities at weekends organised by the different Sections.

Financial Help

We appreciate that that money can sometimes be tight. If you need a bit of help with the cost of subs or activities etc. please have a quiet chat with one of the leaders. We try to make sure cost doesn't prevent a young person being involved in Scouting

Gift Aid

Some time ago the rules on donations to charities were changed and under the Gift Aid Scheme, we are now able to reclaim the tax element of subscriptions paid by members. Please help us reclaim this money by completing the enclosed declaration and returning it to me via your child's section leader. You must pay an amount of income tax or capital gains tax at least equal to the tax we reclaim on the payments (currently 28p for every £1 you give). You can cancel this declaration at any time by notifying the Scout Group. We also need to know if you change your name or address.

Communication

Information is sent home via email as well as by letter. We also have section closed facebook accounts so that parents can see what we get up to. Please make sure we have your up to date contact details. In common with many other organisations The Scout Association has to maintain a record of its members.

Child Protection

As part of our procedures to ensure the safety of the young people in our Scout Group all adults who could have unsupervised access to young people must be checked with the Disclosure and Barring Service (BDS). This applies to all adults attending camping activities. You will be offered the opportunity to complete a free DBS online. Individuals may choose not to be checked; however this will mean they may not be able to attend some Scouting events.

Beavers & Cubs need to be signed in / out of meetings by an adult. Unless written permission is received by the section leaders

Special Needs and Health Information

Please inform us if any one attending a Scouting event has any special needs or health issues which might affect their safe enjoyment of Scouting. Subject to the safety and enjoyment of others attending the event and our Leader resources we will do all we can to ensure these needs are catered for.

Data Storage

The Data Protection Act covers the protection and processing of personal data. It covers paper based (as well as computer based) information. The 1st Owlsmoor Scout Group currently holds information about all of its members on the Scout Compass system. To help us contact you, manage our Scouting activities safely and effectively, and to comply with the Act we need to ensure our records are up to date. With this in mind it is important you advise us of any subsequent changes to the information provided. We also request parent consent to use photographic images of your child on the group web site. We conform fully to the Scout Association's guidelines, and do not include names or any personal information about the children.

Parental Support

This Scout Group depends on Parental support to continue to provide quality Scouting to the 80 or so young people in the Group. All the adults involved are volunteers and give their time freely. Although there are around 4 leaders, Assistant Leaders and regular Helpers, We always welcome new parents to volunteer and help with the Group.

Anyone interested in becoming a leader or a helper on a regular or occasional basis, please contact Ian Ferguson or Andy Lowles. No previous experience is necessary, as training will be provided. There is no payment for being a leader, but you can expect lots of fun and adventure and to make many friends. For further information please see our website.



Uniforms

Each of the different Sections wears a uniform, you will find out what you need from your Leader once you have joined, don't go rushing off spending money until you know what to buy. Uniform may be purchased from one of the local Scout Shops. The nearest is 4th Camberley Group HQ London Road, Camberley. For every £10 spent here 1st Owlsmoor receive vouchers to be used against purchases of camping equipment for the group Opening times are Thursdays, 1930 – 2100 hrs & Saturdays, 1000 – 1200 hrs.



The Beaver Promise and Motto

Promise

I promise that I will do my best
To be kind and helpful
and to love god

The Beaver Scout Motto ~Fun and Friends

The Beaver Motto is ~ Be Prepared

The Cub Promise and Law

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.

The Cub Scout Motto is: ~ Be Prepared

The Scout Promise and Law

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 is: A Scout is to be trusted. A Scout is loyal. A Scout is friendly and considerate. A Scout belongs to the worldwide family of Scouts. A Scout has courage in all difficulties. A Scout makes good use of time and is careful of possessions and property. A Scout has self-respect and respect for others.

The Scout Motto is: ~ Be Prepared



1st. Owlsmoor Scout Group Personal Information Form

Charity Number 106 4976

Please print clearly. The information on this form will only be used for the effective administration of the Group and will not be disclosed to third parties - except in the case of a medical emergency where it may be disclosed to appropriate medical professionals for the protection of your child. **Please print clearly & PIS return to leader**

Child's Name			
Child's Date Of Birth	Day	Month	Year
Childs religion			
House Name/No			
Street Name			
Village/area			
Town			
County			
Postcode			
Home telephone number			
Family e-mail address: For contact etc			
Parent/Guardian 1: First Name	(Mr/Mrs/Miss/Ms.) Delete as applicable		
Parent/Guardian 1: Last Name			
Parent/Guardian 1: Relationship To Child			
Parent/Guardian 1: Work Telephone			
Parent/Guardian 1: Mobile			
Parent/Guardian 1: Occupation (You may have skills useful to the Group!)			
Parent/Guardian 2: First Name	(Mr/Mrs/Miss/Ms.) Delete as applicable		
Parent/Guardian 2: Last Name			
Parent/Guardian 2: Relationship To Child			
Parent/Guardian 2: Mobile			
Parent/Guardian 2: Occupation (You may have skills useful to the Group!)			



1st. Owlsmoor Scout Group
Personal Information Form (cont.) PLS return to leader
Charity Number 106 4976

Emergency Contact Information

Child's Name

Emergency Contact Name
(For use if we are unable to contact the parent/guardian)

Relationship of Emergency Contact Name To Child
Emergency Contact Home Telephone

Emergency Contact Mobile Telephone

Named Adult
(For collection in event of Broadmoor escape)

Name Of Child's Doctor

Address Of Child's Doctor

Telephone Number Of Child's Doctor

Details of any medical conditions the child may have that we should be aware

Examples: Nut allergies etc, or treatments which doctors should not administer; other details which might affect the health and safety of your child in a medical emergency. We requested signed permission for 1st aid to be administered. (When your child goes on outings with the Group such as camps and other extended stays, we will ask you at that time to complete a health form so that we have the latest information about your child. Your child's medical details are shared with a designated home contact for the outing as well as the relevant Group Leader(s). This ensures that health records are available in the event that the original copies come to harm on the outing.



1st. Owlsmoor Scout Group PLS return to leader

Gift Aid Declaration

Charity Number 106 4976

Please print clearly. This form will be used to support our Gift Aid claims to the Inland Revenue. Thank you.

Title (Mr. Mrs. Miss Ms. Etc.)	
Forename(s)	
Surname	
<i>(Childs surname if different)</i>	
Address	
Postcode	

I want /do not want (*delete as applicable*) 1st. Owlsmoor Scout Group to treat all payments I make on or after 6th. April 2014 in respect of member subscriptions to the Group as Gift Aid donations.

I understand that:

I must pay an amount of income tax or capital gains tax, which is at least equal to the tax which, will be reclaimed by 1st. Owlsmoor Scout Group.

I can cancel this declaration at any time by notifying 1st. Owlsmoor Scout Group. I will notify 1st. Owlsmoor Scout Group if I change my name or my address.

(Note: If you wish to cancel or to change your name and address, please do so in writing. 1st. Owlsmoor Scout Group must keep its financial records for six years by law and it is far easier for us to keep our accounts if all changes to Gift Aid records are made in writing.)

Signed: _____

Dated: _____

Please return the completed form to your child's Section Leader as soon as possible so that we may enter it in our records and make an early claim to the Inland Revenue. Thank you for your co-operation and support.

The Executive Committee 1st. Owlsmoor Scout Group



1st. Owlsmoor Scout Group Parent/Guardian Agreement

We / I*, parents/guardians* of on his/her* being accepted as a Member of the 1st Owlsmoor Scout Group hereby agree to the following conditions:

To pay subscriptions on the first meeting in September, January and April in the sum agreed by the Group Executive Committee and notified to me via email or otherwise published.

Gift Aid donations – see attached for declaration

We will inform the Section leader or Group Scout Leader of our new address if we move house.

Photographs

Photographs of scout group members enjoying their activities are an invaluable aid to promoting scouting and the activities of the 1st Owlsmoor Scout Group in the local community. Would you be prepared to let us use your child's photographs for displays and promotional usage? No names will ever be printed with photographs.

If you are NOT willing to give us permission to use photographs that include your child in displays and promotional material, please tick this box:

Signed: **Parent/Guardian** **Childs Name**.....

Date:.....

* Delete as necessary

Please note that this personal data will be stored on a computer and the scouts compass system for administration purposes

Please return to leader when your child starts with the group