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1st Chirk Scout Group

Beavers/Cubs/Scouts

Welcome Information

www.1stchirk.org.uk

(See last page for contact information)

Section Age ranges and Meeting Times

Section	Age Range *	Meeting times
Beavers	5 ¾ - 8 years old	6pm – 7pm
Cubs	8 to 10 ½ years old	6.30pm – 8pm
Scouts	10 ½ to 14 years old	7.15pm – 8:45pm

*with each section the time of moving up is arranged usually to suit the individual's needs and also to avoid anyone moving up alone (unless this is unavoidable and they are in agreement). There is some flexibility for ages for Leaders to work with however there are set boundaries.

Section meet during school term time (Wrexham District) on a **Tuesday evening** at the Scout and Guide HQ (Unless you are told otherwise, which is very likely during BST months).

Website and Parent Portal

To minimise the use paper and out-of-date documents across the group we are keeping the welcome documents, code of conduct and policies updates etc on our main website www.1stchirk.org.uk under the 'Members Info' section menu. You will also find updated information on events planned through the year, badge placement, uniform information and most common questions are answered here or within this welcome letter.

We also utilise a system called OSM for our records management and provides access to your youth members information via a Parent Portal. You will receive an email invitation to the portal from your leaders once the waiting list form is completed (www.1stchirk.org.uk/joinus) and will be requested to keep information updated on a regular basis.

You can access the portal via www.1stchirk.org.uk/parentportal once signed up, where you can sign up for any advertised events, submit evidence for badge requirements completed at home, make sure all emergency contact, medical information is up to date and complete the gift aid declaration.

If you have forgotten your password for the portal, you can reset via the "Forgotten Password" link on the Parent Portal logon page www.1stchirk.org.uk/parentportal.

Membership Payments (Subs)

The are costing for running a Scout group and as a movement, we get very little National or Local government aid. The Leaders and Executive Committee are all unpaid volunteers and do their best to offer quality Scouting for the lowest possible cost. The main sources of income for the group are the membership subscriptions (Subs) paid by all members and our fundraising events organised by the executive committee.

The subs are payable after 3 weeks of joining and costs £42 per term, we have three terms through the year, Spring Term (Jan-Apr), Summer Term (May-Aug), Winter Term (Sept – Dec) and works out at £126 a year or £10.50 a month per member.

Payments are due at the beginning of each term; the groups treasurer will send out a reminder around the beginning of each term when the required £42 per term payments are required. We don't send out invoices, just the reminder the payment is due, please contact gsl@1stchirk.org.uk if you need to discussing payment terms and payment methods in confidence.

The subs paid are split up and pays hut fees, insurance, equipment and items for group meetings, towards badges and also a third goes towards the yearly Scouting Capitation fee which is Scout membership and insurance fee.

Payment options for Subs & Events:

The most cost effect preferred payment method for the group is via a Bank Transfer using the details below and more up to date info is always online via www.1stchirk.org.uk/payments:

Bank Transfer

Bank Transfer Payment - direct to Group Account using the account details:

Sort Code: 30-99-95

Account No: 31118160

Name: 1st Chirk Scout Group

(When paying Subs in please can you let us know the child's name and section for example "Joe Bloggs. Cubs", for other payments Joe Bloggs, Event for example)

Chip & Pin / Contact Less Card / SumUp Online

We now have a group SumUp card machine at the HQ so offer card payments via chip and Pin, Contactless and even allows payments via the Apple and Google pay methods see www.1stchirk.org.uk/payments for more info.

Cash and Cheque

It's not easy for the leaders to process and keep track of cash payments and using the above bank transfer or Chip/Pin facility, keeps leaders free to deliver the programme to our Beavers, Cubs and Scouts at the weekly session times. We do accept cash payments, cheques payable to "**1st Chirk Scout Group**", but would like to keep them to a minimum, if possible, because of the time required for our volunteers to process.

Gift Aid

We collect Gift Aid as a group which is extremely helpful, and one of our main fundraising methods within group. It helps keep our administration burden if the Gift Aid form can be completed via the parent portal when requested via email when you first join, if not possible online for some reason please utilise the gift aid form available on the website www.1stchirk.org.uk/giftaid and return to a leader.

For every £1 of subs payments we receive, if eligible, the government repays us back 25p gift aid. This has made an incredible difference to us over the years, and we have been so grateful and put to good use these extra funds. Every penny literally does make a difference, keep an eye out once a year for this declaration via email and during your welcome setup.

Uniform & Other Costs

There will be other costs for events/activities undertaken outside the HQ throughout the year like overnight camps, activities with transport costs for example, but we keep these costs to a minimum, so we are all inclusive.

The basic/minimum uniform required for investiture is

Beavers – the turquoise Beaver Jumper

Cubs - the green Cub Scout Jumper.

Scouts – the Scout Shirt

There is a lot of uniform and accessories you can buy but the above is compulsory. All badges are sewn onto this and then it can be worn with smart or school trousers/skirt.

Section uniform is readily available from many websites online (<http://shop.scouts.org.uk/> or <http://www.scoutguidestore.co.uk/> are both good examples) also e-Bay regularly has a lot of choice and of course Amazon is very popular these days!

The nearest scout shop is run by Wrexham District Scouts in the Wrexham HQ (found upstairs) on Station Approach, LL11 2AA. It is normally open Wednesdays 6.30-8.30pm during school term. You can visit shop.wrexhamscouts.org.uk ring or email shop@clwydscouts.org.uk to check they are open and for stock queries & special orders.

The Group gold, green & black Scarf/Neckerschief and investiture badges are given when your child is first Invested into a section. As they move up the groups the scarf and membership badges follow them and are to be transferred on to their new section uniform.

Replacements scarfs can be obtained by speaking to a leader at a cost of £5, ask a leader for more information on how to order.

Contact Details and Youth Members Information

Please ensure you have completed the www.1stchirk.org.uk/joinus (Waiting List Form) and received your welcome email and have access to the parent portal www.1stchirk.org.uk/parentportal for your child. If you have multiple children, they will each appear within the portal.

Please let us know if they change at all by updating on the Parent Portal with any details that need updating e.g. contact details, telephone numbers, medical details and allergies for example.

Day to day Communication and Keeping up to date

We try very hard to keep you up to date and keep paper forms to a minimum and utilise the Parent Portal for several of our day-to-day administration tasks for example, members contact details, event sign up and gift aid.

Our main line of communication is a closed Facebook Group called "1st Chirk Scout Group (Beavers, Cubs & Scouts)" access via www.1stchirk.org.uk/facebook, which has all leaders, parents and very close contacts to the group in (such as the District Commissioner). This is kept as tightly secure as possible. Admin (leaders) must approve members joining and audited a couple times a year.

Nearly everyone is on this, and it is by far the easiest way to keep everyone up to date with what the group is doing, but we do appreciate that not everyone is on Facebook so leaders do also use e-mail via the Parent Portal for important information.

Picture Consent and Sensitive Information

The leaders take photos/videos during meetings and events to help them with their programme records and to aid with providing updates on what the activities the sections have been performing via various channels. We ask for consent for the publishing of such media to the Group internally controlled publications and communication channels, such as online news, email, websites, newsletters, at the Group meeting place, Group social media channels, Group advertising and/or promotional material including press.

Please answer Yes/No to the consent for the use of photo/videos utilising the parent portal or joining forms, the wording is below:

I give consent for photos/videos of my child to be taken, stored and shared internally in the meeting location, local press, Scout websites and social media. I understand that if I later withdraw consent, previously published photos will not be able to be removed. (Regardless of this consent, the group/unit is not responsible for photos taken by other parties.)

Additionally other Scout Groups, Districts, Counties/Areas/Regions and UKHQ may request consent independently as part of event registrations or other Scouting activities.

Code of Conduct and Behaviour Policy

Our good behaviour policy and Code of Conduct in full is available on our website www.1stchirk.org.uk/conduct and on the information boards within the HQ and all members of the group agree to abide by the conduct and policy when joining the group.

The Leaders and Members of 1st Chirk Scout Group will work together to promote good behaviour in each section whilst having a programme which is both challenging and fun.

In order to help us promote good behaviour we ask for all parents to help and support the Leaders in implementing the Code of Conduct.

Help Rota

When a youth member joins the 1st Chirk Scout Group their parents/guardians/carers also commit to providing a nominated adult over 18 years old to help at a meeting at least once per term. If we are low on leaders within a section a parent rota will be provided each term with an allocated name of the youth member to each meeting date, we will leave it up to yourselves to organise swapping with other parents/guardians/carers if dates are not suitable.

In Scouting we are committed to providing a balanced programme of opportunities for our youth members to enjoy new adventures; interact with others, gain confidence, and have the opportunity to reach their full potential.

It is important for safety reasons that we have the appropriate ratio of adults to children. We not only welcome your child into Scouting, but you are too and those who have helped in the past have usually been surprised by how much fun they have had! We will likely ask for adult volunteer help when wanting to do outside activities as the adult to young person ratio is much higher than when inside.

Volunteering and Joining the Group as an Adult Volunteer

We need you; you look like a role model :). We can never have too many leaders, if you would like to learn some new skills, provide you fountain of knowledge to the youth members, please have a chat with one of the leaders.

Volunteering at Scouts is flexible, it's up to you what you do and how often you do it. We have lots of behind-the-scenes tasks, The Group Executive Committee for example plays a vital role in the running of a Scout Group. Executive Committees make decisions and carry out administrative tasks to ensure that the best quality Scouting can be delivered to the young people in the Group.

Please do not feel that you must be skilled or an expert, get in touch with one of the leaders for more information/conversation. Your time and enthusiasm are the best starting points.

Support and Training - you will need to complete some basic Essential Information training for

Executive Committee Members and GDPR training. This does not take very long and essential training can be done online, ensuring you have a good basic knowledge about volunteering in the Scouts, the role and responsibilities of a charity trustees and some of the key polices you will need to follow while a member of the Scouts.

Data Protection and GDPR Information

The group adhere to strict GDPR and Data protection policies from the Scout Association and all adult appointed members are trained and updated on these polices via their training, more information on these policies are available on the main scout website under the Key Policies section of the POR <https://www.scouts.org.uk/por> and <https://www.scouts.org.uk/about-us/policy/>.

Thank you for your help and support

LEADER CONTACT DETAILS -

You can contact some of the leaders via email, WhatsApp or Text for example. Please be mindful that we are volunteers and will return calls and messages as soon as we can.

Leader	Section	Phone Number	Email
Richard Colbourne (Chil)	Group Lead	07483 216917	Scouts scouts@1stchirk.org.uk
	Cub Lead		Cubs cubs@1stchirk.org.uk
	Temporary Scout Contact		gsl@1stchirk.org.uk (Group related messages)
Rachel Owen (Akela)	Cub Lead	07846 153359	cubs@1stchirk.org.uk
Wendy Newman (Mrs Beaver)	Beaver Lead	07482 602277	beavers@1stchirk.org.uk