The Scout Association

Adult Application Form

Thank you for volunteering to help Scouting.

Making a global difference
Scouting is the largest co-educational youth organisation in the world with over 28 million members world-wide. It operates in all but a few countries around the globe. Scouting exists to contribute to the development of young people by helping them grow up to be self-reliant, responsible and caring citizens. Scouting is open to those of all faiths and offers equal opportunities to all young people in the community, regardless of their gender, social, religious or ethnic background.

There are some 400,000 young people (male and female) in the Scout Movement throughout the United Kingdom. They are supported by over 100,000 adults who give their help voluntarily as Leaders, Administrators and Supporters.

The Scout Association is committed to providing high quality experiences for young people aged between six and 25 years old. Scouting remains successful by ensuring that it is attractive to young people, fulfilling and rewarding for adult volunteers, trusted by parents and carers, and valued by society.

A history of success; a future of promise
Scouting started in 1907. The success of the Movement has been primarily due to the quality and commitment of its adult volunteers. In order to maintain these high standards, each adult volunteer is required to understand and accept the:

1. Aim, Method, Promise, Law, and Principles of Scouting
2. Key Policies of The Scout Association
3. Need to undertake training appropriate to the role for which you are applying

There is additional information about these overleaf. You will have the opportunity to discuss them and explore their application to your future role in Scouting with someone locally. This person will also help to clarify what will be expected in your new role and what support and training opportunities will be available to you. When you feel you have understood the requirements, please complete the attached application form.

As a Member of The Scout Association we hope that you will find your involvement rewarding, that you will make new friends and enjoy yourself. You will gain support from other members of Scouting in your locality. You will also find help and support available via the Association’s website www.scouts.org.uk

You can also contact the national Scout Information Centre on the following local rate number: 0845 300 1818 or the switchboard: + 44 (0)20 8433 7100. You can also contact the Centre by fax on + 44 (0)20 8433 7103 or by email at info.centre@scout.org.uk

We hope that you will find your time in Scouting satisfying and rewarding and look forward to receiving your application form.

Chief Scout

The completed form should be sent by the District/County Appointments Secretary to the Records Department, The Scout Association, Gilwell Park, Chingford, London, E4 7QW.
1. **Aim, Method, Promise, Law, and Principles**

The Aim of Scouting is 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 Method seeks to provide an enjoyable attractive scheme of progressive training for young people based around the Scout Promise and Law. This training is guided by adult leadership. In practice the Method works best when young people, in partnership with adults, are:

- enjoying what they are doing;
- learning by doing;
- participating in varied and progressive activities;
- making choices for themselves;
- taking responsibility for their own actions;
- working in groups;
- taking increasing responsibility for others;
- taking part in activities outdoors;
- sharing in prayer and worship;
- making and living out their Promise.

The Scout Promise for Scouts, Explorer Scouts, the Scout Network and adults is as follows.

**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 Promise is worded differently for Beaver Scouts and Cub Scouts. Scouting is open to all faiths. It takes account of the different religious obligations of its Members with alternative wordings in the Promise.

The Scout Law for Scouts, Explorer Scouts, the Scout Network and adults is as follows.

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 world-wide 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.

The Law is worded differently for Cub Scouts. There is no formal Law for Beaver Scouts.

The Principles of Duty to Self, Duty to Others and Duty to God expressed in the Scout Promise lead members of Scouting to believe the World is a better place when people:

- are trustworthy; self-controlled and self-confident;  
- work together to serve other people and to improve society;  
- show responsibility towards the natural world and proper respect for possessions and property;  
- have self respect and respect for others;  
- have an active religious faith.

2. **Key Policies**

a) **Child Protection Policy**: It is the policy of The Scout Association to safeguard the welfare of all Members by protecting them from physical, sexual and emotional harm. This is explained on the yellow card that will be given to you with this form. The implications of the yellow card will be discussed with you. *(If the card is not given to you please ask to be given one before signing the declaration on the back page.)*

b) **Anti-Bullying Policy**: It is the responsibility of all adults in Scouting to help develop a caring and supportive atmosphere. Bullying in any form is unacceptable.

c) **Safety Policy**: It is the policy of The Scout Association to provide Scouting in a safe manner without risk to health, so far as is reasonably practicable. The Association believes that this responsibility ranks equally with the other responsibilities incumbent upon those providing Scouting activities and functions.

It is the responsibility of all those involved in Scouting to seek, so far as is reasonably practicable, to ensure that all activities are conducted in a safe manner without risk to the health of participants.

d) **Equal Opportunities Policy**: The Scout Association is part of a world-wide educational youth movement. The values which underpin and inspire its work are embodied in the Scout Promise and Law and in the Purpose of the Association. Within this framework, the Association is committed to equality of opportunity for all young people and adults.

No member of the Movement is expected to receive less favourable treatment based on age; class; ethnic origin; gender; marital status; sexual orientation; mental or physical ability; political or religious belief. All those involved in Scouting are required to practise that equality, especially in promoting access to Scouting for young people in all parts of society. The Scout Association opposes all forms of racism.

If your role will involve the possibility of unsupervised time with young people you will be asked to complete a criminal record disclosure form. A criminal record is not, in itself, evidence of unsuitable conduct. Even if recorded as ‘spent’, a record will normally be considered if it affects your suitability to undertake a specific role. If you are ‘spent’, you should make it clear what is expected and what support is available.

3. **Training and Learning appropriate to your role**

All adult Members of The Scout Association are required to undertake training or learning appropriate to their role. Someone locally will discuss this with you. They should make it clear what is expected and what support is available.
## Adult Application (AA)

### SEGMENT B – This page to be completed by the applicant. The Appointments Secretary will send the completed form to Headquarters.  PLEASE COMPLETE ALL PARTS OF THIS FORM

<table>
<thead>
<tr>
<th>About you</th>
<th>Declaration</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Role applied for:</td>
</tr>
<tr>
<td>Surname</td>
<td>Group</td>
</tr>
<tr>
<td>Forename 1</td>
<td>District</td>
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<tr>
<td>Forename 2</td>
<td>County/Area</td>
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<tr>
<td>Forename 3</td>
<td>Date role to commence</td>
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<tr>
<td>Previous surnames</td>
<td>Date of first review of appointment</td>
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<tr>
<td>Known by name</td>
<td>(if required for the role)</td>
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<tr>
<td>Title</td>
<td>Declarati...</td>
</tr>
<tr>
<td>Gender M/F</td>
<td>Data Protect...</td>
</tr>
<tr>
<td>Honours etc.</td>
<td>Act</td>
</tr>
<tr>
<td>National Insurance number (optional except Northern Ireland)</td>
<td>Please tick the following boxes as appropriate</td>
</tr>
<tr>
<td>Date of birth</td>
<td>As a part of my membership or involvement in Scouting I consent to the holding of the information concerning details of my religion / faith and any disability.</td>
</tr>
<tr>
<td>Current address</td>
<td>The Scout Association, at all levels, may itself use your contact details (post, email, fax, telephone) to keep in touch with you about Scouting. However by law we need your express permission for certain direct marketing services. By giving this permission we can provide you with access to additional opportunities and services. By ticking the boxes it will also help fund Scouting activities. Please tick any boxes with which you are content.</td>
</tr>
<tr>
<td>Contact (include dialling code with telephone numbers)</td>
<td>Post</td>
</tr>
<tr>
<td>Telephone (daytime):</td>
<td>I am content to receive details by mail about new products and services being promoted directly by The Scout Association or its own subsidiary companies.</td>
</tr>
<tr>
<td>Telephone (evening):</td>
<td>Telephone</td>
</tr>
<tr>
<td>Mobile telephone:</td>
<td>I am content to receive details by telephone about new products and services being promoted by third parties selected by The Scout Association.</td>
</tr>
<tr>
<td>Daytime fax:</td>
<td>Email</td>
</tr>
<tr>
<td>Evening fax:</td>
<td>I am content to receive details by email about new products and services being promoted directly by The Scout Association, its own subsidiary companies or carefully selected third parties.</td>
</tr>
<tr>
<td>E-mail address:</td>
<td>Fax</td>
</tr>
<tr>
<td>Occupation:</td>
<td>I am content to receive details by fax about new products and services being promoted directly by The Scout Association, its own subsidiary companies or carefully selected third parties.</td>
</tr>
<tr>
<td>Religion or faith</td>
<td>I am a UK taxpayer and would like The Scout Association to treat all donations I make on or after 6 April 2000 as Gift Aid donations, and that The Scout Association can claim gift aid on my behalf.*</td>
</tr>
<tr>
<td>Special needs/disability (attach additional information if appropriate)</td>
<td>Declaration continued over page</td>
</tr>
<tr>
<td>Previous Scouting appointments (if any) and cancellation dates</td>
<td>*Please note that for your gifts to qualify for Gift Aid, the amount of income or capital gains tax you pay must be at least equal to the amount of tax The Scout Association will reclaim from your donation. For example, if you give £50 over the course of a year, you need to be paying at least £14 in income or capital gains tax.</td>
</tr>
</tbody>
</table>
expressed in the Scout Promise lead members of Scouting to
The Principles of Duty to Self, Duty to Others and Duty to God

The Law is worded differently for Cub Scouts. There is no
6. A Scout has self-respect and respect for others.
7. A Scout has self-respect and respect for others.

The Promise is worded differently for Beaver Scouts and
On my honour,

Network and adults is as follows.

The Scout Promise for Scouts, Explorer Scouts, the Scout
scheme of progressive training for young people based

The Scout Movement includes members
• are trustworthy; self-controlled and self-confident;
• sharing in prayer and worship;
• taking part in activities outdoors;
• taking increasing responsibility for others;
• working in groups;
• I accept the need / requirement to undertake learning
and/or training within the time-scale laid down by The
Scout Association.
• I accept and understand that the Child Protection policy
of The Scout Association is to safeguard the welfare of
all members by protecting them from physical, sexual
and emotional harm.
• I declare that I have not at any time, within the United
Kingdom and its dependencies, or in any other Country
or Territory, been found guilty by a court of any offence
concerning children or young people under 18 years of
age, nor bound over, placed on probation, cautioned, or
discharged conditionally or absolutely in relation to such
offences.
• I understand that because my voluntary work for The
Scout Association may involve substantial contact with
persons under the age of 18, any conviction which would
be regarded as “spent” for other purposes, must also be
disclosed.
• I have not been convicted at any time of any offence
involving deception or dishonesty, unless the conviction is
regarded as “spent” I am not an un-discharged bankrupt,
nor have I made voluntary arrangements with creditors
that have not been discharged. Nor have I at any time
been removed by the Charity Commission or by the court
in England, Wales or Scotland from being a Trustee
because of misconduct. Nor am I disqualified from being
a company director; nor have I failed to make payments
under county court administration orders.
• I undertake to report to the District Commissioner,
County/Area Commissioner or Chief Commissioner, as
appropriate, any changes in circumstances that could
affect my role and membership of The Scout Association.

Before signing this application form, you are asked to
read, accept and indicate you understand the following
if you are becoming a Member or Associate Member of
The Scout Association.

1. I accept the values of Scouting as set out in the Purpose
and Principles.
2. I am prepared to make the Scout Promise.
3. I understand that anything I do with young people
must try to help them achieve the Purpose of Scouting.
4. I agree not to promote any beliefs, behaviours or
practices which are not compatible with the values
of Scouting.
5. I agree to work within the policies and rules of The
Scout Association and its code of behaviour and advice
on Child Protection.
6. I accept that Scouting is a uniformed organisation.
7. I have not been convicted of any offence(s) relevant to
the role I am undertaking in Scouting.

As a Member of The Scout Association

Tick if becoming a Member

1. I accept the values of Scouting as set out in the Purpose
and Principles.
2. I am prepared to make the Scout Promise.
3. I understand that anything I do with young people
must try to help them achieve the Purpose of Scouting.
4. I agree not to promote any beliefs, behaviours or
practices which are not compatible with the values
of Scouting.
5. I agree to work within the policies and rules of The
Scout Association and its code of behaviour and advice
on Child Protection.
6. I accept that Scouting is a uniformed organisation.
7. I have not been convicted of any offence(s) relevant to
the role I am undertaking in Scouting.

As an Associate Member of The Scout Association

Tick if an Associate Member

1. I accept the values of Scouting as set out in the Purpose
and Principles.
2. I understand that anything I do with young people must
try to help them achieve the Purpose of Scouting.
3. I agree not to promote any beliefs, behaviours or
practices which are not compatible with the values
of Scouting.
4. I agree to work within the policies and rules of The Scout
Association and its code of behaviour and advice on
Child Protection.
5. I accept that Scouting is a uniformed organisation.
6. I have not been convicted of any offence(s) relevant to
the role I am undertaking in Scouting.

Name of applicant

Signature

Date
SEGMENT C – This page to be kept by the Appointments Secretary and a copy returned to Headquarters once all Getting Started requirements have been completed, approvals obtained, and the appointment is due to be issued.

Getting Started

To be completed by Appointments Secretary

Application sent to Headquarters Date
Local references obtained (Form RF) Date
Criminal records application sent to Headquarters Date
Initial enquiry clearance received from Headquarters Date
Provisional Appointment Issued Date
Training Adviser assigned Date
Getting Started training completed Date
Met with Appointments sub-Committee (if appropriate) Date
Criminal records disclosure received Date
Disclosure number
Appointment to role approved Date

Name of District/County/Area Appointments Secretary

Date

Referees

To be completed by Applicant

The referees shown below should have knowledge of your work or contact with children and/or should be able to comment on your character and relationships with others. At least one of the referees should have known you for at least five years. A referee should not be a relative.

REFEREE 1
Membership number (if existing member)
Surname
Forename 1 Forename 2 Forename 3
Title Gender M/F Honours etc.
Current address
Postcode
Contact telephone numbers (including dialling code)
Telephone (daytime):
Telephone (evening):

REFEREE 2
Membership number (if existing member)
Surname
Forename 1 Forename 2 Forename 3
Title Gender M/F Honours etc.
Current address
Postcode
Contact telephone numbers (including dialling code)
Telephone (daytime):
Telephone (evening):

Approvals

Approvals to be completed by the Group Scout Leader/District/County/Area Commissioner as appropriate to the role being applied for

a) Group Scout Leader Approval if applicable

Name
Membership number
Signed Date

b) Sponsoring Authority approval if applicable

Sponsoring authority name
Name of person signing on behalf of the sponsoring authority
Signed Date

c) District/County/Area Commissioner approval as applicable

Name
Appointment
Membership number
Signed Date

To be completed by the District/County/Area Appointments Secretary as appropriate to the role being applied for

Date form completed
Name of District/County/Area Appointments Secretary
Membership number
Signed Date