

WAITING LIST POLICY

Randwick Scout Group offers Scouting activities to young people through Beavers, Cubs and Scouts sections. The age ranges for the sections are:

Beavers	6 to 8 years
Cubs	8 to 10½ years
Scouts	10½ to 14 years

In order to operate safely and effectively each section has a limit on the number of young people who can be members. Sometimes there are more people wanting to join than we can accommodate. In these cases, we operate a waiting list system to allow young people to register their interest in joining if a space becomes available.

Scouting is open to all young people (irrespective of gender, faith, ability, sexuality or any other factors). If a young person needs additional support in order to participate in scouting, this should be discussed with the Leaders, who will work with parents/guardian to establish a plan of action.

This policy outlines how we prioritise the allocation of spaces to those on our waiting list.

Allocation of spaces is at the discretion of the Group Executive Committee, in conjunction with the appropriate section leaders. They have responsibility for determining how many places are offered and to whom, taking account of the needs of the section and the longer-term impact upon subsequent sections.

Registration

To enable a young person to join the waiting list, the following information is required:

- The young person's full name
- Their date of birth
- Their gender
- Their full address
- Email address and phone number of a parent/guardian
- Your evening preference (if any)

They will not be added to the waiting list until this information has been provided.

Young people will not be accepted on the waiting list until they are at least five years old.

Where we run multiple sections, you may express a preference at the time of joining the waiting list. When places become available within a section, we will offer them to the young people who meet the allocation criteria as detailed below. Should a space offered not be with the preferred section then the young person will remain on the waiting list and continue to be subject to allocation criteria. If places become available in more than one section at the same time we will, where possible, accommodate any preferences at that time.

Priorities when allocating spaces

The following criteria are used by when allocating places in approximate order of priority (highest first):

- Existing members of the Group moving up from a lower age section or between sections.
- Where an adult family member has been formally working in the group as a Leader, Section Assistant or Trustee for at least six months and will continue to do so.
- Existing members of The Scout Association outside of Stroud and Tetbury District who have recently moved into the district. (No priority is given for transfers within the District.)
- The young person will have at least six months in the section before they would move up to the next section.
- Whether the young person lives in Randwick or Cashes Green or a neighbouring area where we are the closest Scout Group. (No priority is given to which school they attend.)
- The young person has a sibling who has been a member of the Group for at least six months.
- Length of time on the waiting list.

If a space is offered and not accepted or declined within 14 days of the offer being made, it will be assumed the space is not wanted and offered to someone else on the waiting list and the young person will be removed from the waiting list.

There may be special circumstances in which an exception to the priorities set out above may be made. These may include, but are not limited to: specific family circumstances, special educational, medical or other needs.