



1st Histon Scout Group Admissions Policy

Scouting is open to young people between the ages of 4 and 18. 1st Histon Scout Group includes sections for ages 4 to 14.5, in line with the admissions policy detailed below.

Sections for ages 15 to 18 are administered on a District wide basis by Crafts Hill District.

The 1st Histon Scout Group has more young people wishing to join the Scout Group than we have places available. As such we have a Waiting List. This document outlines the policy in allocating places to Young People within the various sections of the Scout Group. Continued membership of the Group is subject to regular attendance and acceptable behaviour.

Waiting List

Young people can be added to the waiting list from the term after they turn three years and six months of age. As term dates vary each year, we use the following dates:

- Autumn Term: 1 September
- Spring Term: 1 January
- Summer Term: 1 April

Selection Criteria for all Sections

There is a central waiting list for all sections. The “Catchment Area” covers those living in the villages of Histon and Impington, north of the A14. Unless specifically stated otherwise, only young people who live in the Catchment Area will be offered a place on the waiting list.

When the number of young people on the waiting list exceeds the number of places available, the following criteria will be applied (in this order) when vacancies arise in any section:

1. Places will be given if a parent is, or becomes, a uniformed Leader within one of the Sections in the Group, whether or not the young person lives in the Catchment Area.

At the discretion of the Section Leaders, this may be applied in the case of a parent who commits to being a permanent helper.

2. Places will be given if a parent does hold, or at the Trustee Board's discretion will hold, Priority Roles on the 1st Histon Scout Trustee Board, the 1st Histon Operational Committee, or the Histon Scout and Guide Hut Committee and the young person lives in the Catchment Area. These roles are outlined in the Appendix.

If the young person has received a priority place related to either criterion 1 or 2 above, and the parent helps for less than one year, then the young person will be allowed to finish the section they are in but will then be put back onto the Waiting List backdated to the date they originally joined the list, unless they live outside of the Catchment Area, in which case the place is revoked.

3. Places will be given if a parent is a Leader in another Scouting or Guiding youth group, and has held their Leader position for no less than one year (whether or not their group is based in Histon and Impington) and the young person lives in the Catchment Area.
4. Young people who move into the Catchment Area who are already invested in Scouting will be treated as if they are currently members of the 1st Histon Scout Group with respect to the selection criteria including length of service.

This does not apply if:

- the young person's parents or guardians live within Catchment Area but the young person attends a scout group other than 1st Histon Scout Group; and
- the young person has a current/available place for the young person to continue their Scouting at that scout group



5. If the numbers of young people on the waiting list fulfilling the residence condition exceed the places available in their designated section, places will be given to those who have been longest on the waiting list, providing they will have at least one year in that section before reaching the correct age for the next section:

- Squirrels: 4 to 6 years
- Beavers: 6 to 8 years
- Cub Scouts: 8 to 10.5 years
- Scouts: 10.5 to 14.5 years

It is the Group's aim to ensure a person who is within the 1st Histon Scout Group will be able to continue through Squirrels, Beavers, Cubs and Scouts. However, in exceptional circumstances when available places do not meet current demand additional criteria for selecting members for transferring between sections is outlined below:

- 1 as above
- 2 as above
- Length of service within the 1st Histon Scout Group, the members will be ordered by the member with the longest service given the highest priority

If at any point in the above selection, there exceeds places for young people with no obvious way of discriminating between the eligible young people then a lottery will be drawn at the Trustee Board meeting, or by the waiting list coordinator witnessed by a Trustee Board member or leader, prior to the term of entry.

An example of this might be where there are 3 available places and 4 eligible young people with the same length of service wanting to move on to the next section. The unsuccessful person would automatically be put forward for selection at the next intake.

Transfers within the Group

If a young person wishes to transfer between sections in the same age category e.g. from one Cub Pack to the other and the Pack is full, then the first priority on the next available place for that Pack will be for the preceding section moving up (in this



example, Beavers) and the young person wishing to transfer will be given second priority -in the desired section in line with either item 4 on the standard priority criteria, or, in exceptional circumstances, with reference to the additional criteria as any other member of the group.

Additional Needs

Scouting is an inclusive organisation and is open to young people of all abilities. Parents or guardians of young people with additional needs are asked to discuss their young person's needs with the relevant section leader before joining the section so reasonable adjustments can be made to ensure their young person can enjoy scouting to the fullest extent.

Appeal

If a parent or guardian wishes to appeal this policy they are invited to make a representation and put forward their case to the Scout Trustee Board where a final decision will be made.



Appendix 1: Priority roles

1st Histon Scout Trustee Board

Chairperson
Treasurer
Quartermaster
Data Protection Officer

1st Histon Scout Operational Committee

Secretary
Fundraising Co-ordinator
Communications Officer
Waiting List Co-ordinator

Histon Scout and Guide Hut Committee

Chairperson
Secretary
Treasurer