



Scouts

6th Dagenham (St Mary's)

Policy Name: Membership Policy

Governance Lead: Stuart Bailey

Review Process: Annually

Date of Last Review: November 2025

Date of Next Review: November 2026



Approved by Trustee Board:

Chairperson Wayne Baker

Group Lead Volunteer: Charlotte Iddenden - Smith

Introduction

6th Dagenham Scout Group is committed to providing a safe, inclusive, and supportive environment for young people to engage in the Scouting movement. This Membership Policy sets out the requirements and responsibilities for becoming a member of the group, covering both youth and adult members, as well as expectations for participation, behaviour, and adherence to The Scout Association's guidelines.

Purpose

The purpose of this policy is to:

- Ensure a clear, fair, and consistent process for membership.
- Outline the responsibilities of members and their families.
- Set out procedures for joining, leaving, or renewing membership.
- Ensure compliance with The Scout Association's POR, safeguarding, and equality requirements.

Membership Eligibility

Youth Members

Membership is open to children and young people within the age ranges set by The Scout Association:

Section	Age Range	Flexibility / Notes
Squirrels	4 – 6	Start at 4, remain until 6. Discretion may be applied in exceptional circumstances.
Beavers	6 – 8	Start at 5¾, remain until 8½.
Cubs	8 – 10½	Start at 7½, remain until 11.
Scouts	10½ – 14	Start at 10, remain until 14½.

Notes on progression (“Moving Up”):

- Members progress primarily based on age, starting at the term closest to the section age.
- Leaders may exercise discretion to allow youth to remain in a section longer to complete awards or accommodate individual maturity or disability considerations. Final decisions rest with the Group or District Commissioner.

Adult Members

Membership is open to adults aged 18 and over who wish to contribute as leaders, assistants, or other volunteers.

- All adult members must undergo an enhanced DBS check and complete relevant safeguarding training prior to undertaking any role, in line with POR Section 3 (Youth Protection).
- Adults are expected to adhere to POR and the group's policies on safeguarding, equality, and conduct.

Joining the Group

Application Process

- Prospective members must complete a membership form providing personal details, medical information, and emergency contacts.
- Youth applications must be signed by a parent or guardian.

Welcome Pack

Each new member receives a welcome pack with:

- Group information and contacts
- Uniform requirements
- Upcoming events and activity schedule

Induction

New members undergo an induction process introducing them to:

- Scouting values and ethos
- Section-specific activities
- Health, safety, and safeguarding procedures

Membership Fees

- Annual Membership Fees: Required to support group activities, insurance, resources, and Scout Association membership.
- Payment Structure: Fees are payable at the start of each year. Late payment may result in temporary suspension of membership.
- Fee Reductions: Available confidentially for families with multiple children or financial hardship. Requests are made to the Group Lead Volunteer (GLV).

Member Expectations and Code of Conduct

All members are expected to:

- Treat others with respect and inclusivity.
- Participate actively in activities and tasks.
- Follow safety rules and instructions from leaders.
- Uphold the values and ethos of Scouting.
- Adult members must additionally support POR and safeguarding guidance.

Uniform

Youth members must wear the appropriate Scout uniform at meetings, activities, and events.

Adult members should wear their designated uniform or suitable clothing for official events.

Attendance

- Regular attendance is expected.
- Absence should be communicated in advance to the relevant leader.
- Persistent unexplained absence may trigger a discussion with the Group Scout Leader.

Membership Review and Termination

Annual Review: Membership will be reviewed to confirm engagement, attendance, and compliance with the code of conduct.

Termination: Membership may be ended if a member:

- Fails to adhere to the code of conduct
- Is absent without explanation for a prolonged period
- Behaves in a way that risks the safety or well-being of others

Procedure:

The GLV or section leaders will meet with the member (and family if relevant) before a final decision.

Leaving the Group

Members wishing to leave must submit formal notice to the GLV.

Any outstanding fees must be settled, and group property returned.

Data Protection

Personal data will be managed in accordance with UK data protection law and The Scout Association's Privacy Policy.

Information will be used solely for Scout-related purposes.

Equal Opportunities and Inclusion

6th Dagenham Scout Group promotes equality, diversity, and inclusion.

Adjustments will be made to ensure accessibility for all, regardless of gender, race, religion, disability, or socioeconomic status.

Complaints and Grievances

Members or families with concerns should first raise them with the Group Scout Leader.

If unresolved, the formal complaints procedure in POR will be followed.

Waiting List / New Members

New intake is considered only after existing members are accommodated.

Priority for places is:

- Children of current leaders
- Age
- Length of time on the waiting list

Notes:

Prospective members who do not respond within 7 days of an offer are moved to the bottom of the list.

Only children aged 4+ may join the waiting list.

Prospective members over 13 should contact the District Explorer Scout Commissioner for guidance on joining Explorers.