

# The Admissions Policy of the 5th Dorking (URC) Scout Group



Adopted by the Group Executive Committee on: 24<sup>th</sup> September 2015

## Admissions Policy

The intention of this admissions policy is to ensure that the admission of members into the group and management of waiting lists conform with the regulations laid out in POR and are seen to be fair when applied consistently.

## Mixed Membership

In accordance with Rule 3.6 of POR membership of the group is open to boys and girls in all sections.

## Section Membership Numbers

The maximum number of members in each section shall be set by the Group Scout Leader in consultation with the section leaders and respecting the limits defined in POR.

## Handling of Membership Enquires

All enquiries for membership will be handled via the Membership Enquiry Form on the 5<sup>th</sup> Dorking URC Scout Group Website.

If the child is not to be entered onto the waiting list the Membership Secretary will contact the parents/guardians of the child and explain the current situation and the admission policy of the group.

When a child is to start with a section, the Membership Secretary will contact the parents/guardians of the child and advise the necessary arrangements.

If anyone wishes to submit a Membership Enquiry Form but does not have access to a computer, then a form can be obtained by contacting the Group Scout Leader on 01306 885254.

## Management of the Waiting List

The waiting list for all sections will be administrated by the Membership Secretary. For a child to be entered on the waiting list the parent/guardian will have completed the on line membership enquiry form (or the data entered by the Membership Secretary in the case of non-access to a PC).

It is the parent's/guardian's responsibility to inform the Membership Secretary of any changes to these details. Failure to do so will result in the offer of membership been withdrawn. The membership secretary can be contacted by email

Children under the age of 4 years old will not be entered registered onto the waiting list. Admissions from the waiting list will be considered in the order the child was entered onto the waiting list respecting the following priorities:

1. Children with regular connection with the Sponsoring Authority namely Dorking United Reformed Church, i.e. (Children of Church members or members of the Church's Junior Church network.
2. Parents affiliated with 5<sup>th</sup> Dorking URC Scout Group as Uniformed Leaders & Section Assistants.
3. Have a sibling currently already a member of the 5<sup>th</sup> Dorking URC Scout Group

Outside these criteria admissions from the waiting list into the Cub or Scout sections shall

only be taken after consideration to ensure that places will remain available to accommodate existing members when they move up from either the Beavers or Cubs respectively.

The Group Scout Leader, who will normally make the decision about Group Membership, can in exceptional circumstances, refer to the Executive Committee for guidance.

Children who are already members of the Scout Association, wishing to transfer from another group will only be admitted if there is space within the section they wish to join. Otherwise they will be offered a place on the waiting list or directed to other Groups in the area.

Admissions to the sections will normally occur at the beginning of each term. Exceptions can be made by arrangement with the section leader. Existing members transferring from another group may start at the earliest convenient opportunity by arrangement with the section leader.

The section the child joins will depend on their age at the time of joining and normally will be as follows:

	New Starter's Age
Beavers	5¼ to 7½
Cubs	7½ to 10
Scouts	10 to 14
Explorers	14 to 18 <i>Need to apply direct to District</i>