



Policy and Rules

15th Edition - February 2026
(Revised March 2026)

RULES ON HOW TO PLAY
THE GAME OF SCOUTING



Issued by the order of the
National Council of The Scout Association of Australia by virtue of the
powers vested in it by the Royal Charter

NB: This edition includes amendments and changes approved by the National Executive Committee and National Operations Committee up to and including March 2026 meetings.



AUSTRALIAN SCOUT PUBLICATION

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PREFACE

The Scout Association of Australia was inaugurated on 15 December 1958 and was subsequently incorporated by a Royal Charter granted by Her Majesty Queen Elizabeth II on 17 October 1967.

The Association functions in accordance with the provisions of the Royal Charter and By-Laws.

Policy and Rules (P&R) has been adopted by the National Council of The Scout Association of Australia in accordance with the Royal Charter, as a statement of policy and practice for the conduct of Scouting in Australia and is binding on all Formations, members and supporters of the Movement.

There are two main parts. One part, deals with matters of policy, the second part provides rules for the practice of Scouting in Australia. It is recognised that the distinction between a 'policy' and a 'rule' is sometimes difficult to make.

Each Branch of The Scout Association of Australia functions in accordance with its constitution and By-Laws, and shall prescribe such further policy and rules, not inconsistent with those contained in this manual, as required for the organisation and practice of Scouting within the Branch.

SUPPLEMENTARY POLICY DOCUMENTS

Various other National Policies are provided as separate documents on the Scouts Australia website under Key Resources.

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AMENDMENTS & UPDATES

NEC Meeting Date	Amendment / New Statement	Reference
7TH EDITION (REVISED NEC JUNE 2016)		
25-26 June 2016	Update reference to Adult Resources Policy to Adults in Scouting Policy	P4.1.5; 4.1.11; P4.2.6 R1.3.11
25-26 June 2016	Add/Amend Explanations of Abbreviations to include Activities Team	Page 18.
25-26 June 2016	<Remove> Instructors, appointed nationally to assist in the training and support of members who are working in the adventurous activities areas	R11.1.3.3
25-26 June 2016	Leader Trainers, Assistant Leader Trainers and Instructors, appointed nationally to conduct training programs	R11.1.3.5
25-26 June 2016	This version brings the P & R into line with the June 2015 National Council approval of the Aim changing to the Purpose	various
8TH EDITION		
17-20 November 2016	Structural changes were made to P&R to address key organisational governance documents, resulting in some Policies and rules being moved around within the document.	Throughout.
17-20 November 2016	Alcohol Policy Scouts Australia guide young people towards the development of an informed and responsible attitude towards alcohol , through the example and guidance of the adults who accept leadership roles in the Movement.	P1.1.4 (2) & (3) Alcohol & Drugs
17-20 November 2016	The I CAN SIGN badge can be worn on the front of the uniform... should be placed on the left-hand side of the Second, Sixer, Assistant Patrol Leader, Patrol Leader or Crew Unit Leader Badge If the youth member is entitled to wear this as well. Adult Members who wear a Leader Name Bar should place the I CAN SIGN badge to the left hand of side this bar	R14.4.9 (7) I Can Sign – APPENDIX 4: UNIFORM ILLUSTRATIONS
17-20 November 2016	Joey Badge Placement to have the Participation Badges and the Promise Challenge all on the left sleeve	APPENDIX 4: UNIFORM ILLUSTRATIONS
17-20 November 2016	Appendix 4. Uniform Illustrations updated to include the uniform placement of the Messengers of Peace badge; Camper badge and Walkabout badge	APPENDIX 4: UNIFORM ILLUSTRATIONS

NEC Meeting Date	Amendment / New Statement	Reference
17-20 November 2016	Code of Ethics inserted it specifies standards for Integrity; Respect and Courage	P5.2.1 4.
17-20 November 2016	Process for disputed highest service awards	R13.5.8b
17-20 November 2016	The addition of Cloth Emblems for: Outstanding Service Award: a green knot with a white outline on a blue background Distinguished Service Award: a white and orange knot on a blue background National President's Award: a red knot on a blue background	R13.5 (c) (e) (h)
17-20 November 2016	New Cover and update to note that this is the 8 th Edition (not a revision)	
17-20 November 2016	Addition of statement under Preface...Supplementary Policy Documents	Pg.5
8TH EDITION (REVISED NEC MARCH 2017)		
11 March 2017	Change the reference to National Chief Executive throughout to 'General Manager'	R1.1.3
9TH EDITION (REVISED NEC JULY 2017)		
4 August 2017	Update References to Promise and Law	P1.4 to P1.6 P1.8.7 P3.7-10
4 August 2017	Update to the Code of Conduct	P5.2.2
4 August 2017	Change the reference to General Manager throughout to 'National General Manager'	R1.1.3
9TH EDITION (REVISED NEC NOVEMBER 2017)		
19 November 2017	Update to Rules for members travelling overseas	R15.1
19 November 2017	Update to the elements to the Scout Method	R8
19 November 2017	Update to section age ranges that underpin the program developed by the Youth Program	R4.3 R5.3 R6.3 R7.3 R8.3 R9.3
19 November 2017	Update to the members eligible to wear the Duke of Edinburgh Badge on their Uniform	R13.9.6
19 November 2017	Update to the Educational Objectives for all Sections	R5.1 R6.1 R7.1 R8.1 R9.1
9TH EDITION (REVISED – NOC/NEC JULY 2018)		
22 July 2018	The Australian Scout Environment Charter	APPENDIX 1
9TH EDITION (REVISED – NOC/NEC NOVEMBER 2018)		
17 November 2018	Update to the Adult Members and Supporters	R13.1.1c
17 November 2018	Update to the Young Adult Member consideration for an Adult Recognition Award.	R13.5.4. ii
17 November 2018	Update to Special Service Award 'Young adult members'	R13.5.7a
17 November 2018	Update to Meritorious Service Award	R13.5.7b
17 November 2018	Update to "Where more than one Award is received in any category"	R13.10.2
17 November 2018	Update to Membership (Venturer Scouts)	R8.3

10TH EDITION (REVISED NEC OCTOBER 2020)		
15 August 2019	Update for restructure of the NEC	R1.1.2 & R1.1.3
17 August 2019	Update to "Method of wear of the National Uniform"	R14.3.1.2
17 August 2019	Update to "Flags"	R15.2.2.a.b.c
17 August 2019	Technology Code of Use Policy linked (New Policy)	P5,2,3
17 August 2019	Update to "Adults in Scouting"	P5.1.1-3
17 August 2019	Update to "Scouts – State emergency service awareness badge"	R14.4.9.12
17 November 2019	Removal of Rule relating to DFAT registration	R15.1.1
9 July 2020	Change to definition for Young Adults receiving an ARA	R13.5.4 (ii)
15 August 2020	Changes to Shoulder Tabs criteria	R14.4.7.8
15 August 2020	Changes to include Mental Health First Aid	R13.9.3 R14.4.9
15 August 2020	Updates to reflect changes for Diversity and Inclusion	P1.8.8 P3.1 R5.3 R6.3 R7.3 R12.8 R14.2.5 R14.2.9
15 August 2020	Update all Policies and Rules with new Program Language	Various
10TH EDITION (REVISED NOC NOVEMBER 2020)		
12 July 2020	Rovers – removal of Shoulder Badges, new Rover Gold Bar	R14.4.6
14 November 2020	New rule to consolidate uniform standard for Scout Fellowship members where uniform is permitted by Branch	R10.4
10TH EDITION – APRIL 2021 (REVISED NEC FEBRUARY 2021 AND NOC MARCH 2021)		
27 February 2021	NEC REVISIONS	
27 February 2021	Change to election of Chair NEC process	R1.1.2 point 5 - 7
27 February 2021	Change to NOC construct - at least two members under the age of thirty years	R1.1.4 point 5
27 February 2021	Change the appointment of Life Members more explicit to have been a member of the National Council for at least 10 years and had a distinguished National or International role representing the Scout Association of Australia.	R1.8 point 3
20 March 2021	NOC REVISIONS	
20 March 2021	LEADER - Language supports ATD Policy - Proficiency Standards	Definitions
20 March 2021	New Mutual Agreement centred on Rights and Responsibilities of an Adult Member	P5.3.5
20 March 2021	Language supports ATD Policy - Proficiency Standards	P5.3.7.1
20 March 2021	Remove the notion that appointment is automatic after achieving a Certificate of Proficiency	P5.3.7.2
20 March 2021	Update ATD Curriculum language	P5.3.7.3
20 March 2021	Update ATD Curriculum language	P5.3.7.4

Date of change	Amendment/new statement	Reference
20 March 2021	Recognise differing Certificates of Proficiency for Youth Program and Program Support roles	P5.3.7.5
20 March 2021	Remove Assessor and Instructor appointments. Use of term proficiency to align with ATD Policy Proficiency Standards	P5.3.8.3
20 March 2021	Language supports ATD Policy - Proficiency Standards	P5.3.13.2
20 March 2021	Heading renamed	R11
20 March 2021	Heading renamed	R11.1.1
20 March 2021	Update training program terminology	R11.1.1
20 March 2021	Clarify that ATD outcomes lead to proficiency not competence which is a VET outcome	R11.1.2
20 March 2021	Remove Assessor and Instructor appointments	R11.1.3
20 March 2021	Deleted – replaced by new section R11.2	R11.1.4
20 March 2021	New Rule – Scouts Australia Institute of Training (SAIT)	R11.2
20 March 2021	New rule: To protect the legal property of the Decorations and Awards and any related contracts in place by Scouts Australia for their production.	R13.1.3
20 March 2021	To ensure that the Decoration is correctly placed in the order of precedence.	R13.3.4
20 March 2021	To make it clear that the ARA distinctive pin is not for wear on the Uniform	R13.5.7
20 March 2021	To ensure that the Decoration is correctly placed in the order of precedence.	R13.5.8 (a-i)
20 March 2021	New footnote in relation to neck awards	R13.5.8
20 March 2021	To provide a framework for conflict resolution in relation to ARA “both ways” to provide equity and to clarify who the “National Chairman” is.	R13.5.9.b (iii)
20 March 2021	Extension of process from R13.5.9.b (iii).	R13.5.9.b (v)
20 March 2021	There is no longer a Badge for Certificate of Appreciation	R13.6.1.3
20 March 2021	Rewrite of Rule to reflect the intent surround Australian Honours as well as all other awards, including those for Military Service.	R13.9.1
20 March 2021	To provide clarity for the wearing of Overseas - Governments, Scouting Awards and Medals.	R13.9.2
20 March 2021	Rule deleted - No longer relevant as these organisations when performing their duties at Scouting Events wear their own uniform.	R13.9.3.2
20 March 2021	To formally recognise Life Saving Medals as opposed to the medallions of other Life Saving organisations	R13.9.4

Date of change	Amendment/new statement	Reference
20 March 2021	To ensure appropriate Sponsoring Authority Badges are adopted	R13.9.5
20 March 2021	To further cement the relationship between Scouts Australia and the DoE Program	R13.9.6
20 March 2021	To provide clarity on order of precedence for the wearing of Awards and Emblems.	R13.10
20 March 2021	New rule: To enable the capacity for a member to seek special consideration for the wearing of an external Award	R13.11
20 March 2021	Creates consistency with R14.2.2.1 and clarifies the wearing of the Long Sleeve Scout Shirt	R14.2.2
20 March 2021	Clarifies Adult Members wearing Peak Awards on their Uniform	R14.4.1.5
20 March 2021	Remove Instructor recognition through cloth badge.	R14.4.7.4
20 March 2021	Remove Assessor recognition through cloth badge	R14.4.7.5
20 March 2021	Updates Amateur Radio Operator Badge standards	R14.4.9.1
20 March 2021	The Anchor Badge is a qualifications Badge not an appointment badge (i.e., it is not an Activity Leader)	R14.4.9.2
20 March 2021	Provides an update for the wearing of the BP Scout Award by Adults	R14.4.9.3
20 March 2021	Clarifies the wearing of Girl Guide Badges	R14.4.9.8
20 March 2021	Provides an update for the wearing of the Queen's Scout Award by Adults	R14.4.9.9
20 March 2021	Removed World Environment Badge – no longer current	R14.4.9.11
20 March 2021	Removed - refer changes above at R13.6.1.3	R14.4.10.4
20 March 2021	Removed - refer changes above at R13.5.7	R14.4.10.5
10TH EDITION – JULY 2021 (REVISED NEC MAY 2021 AND NOC JUNE 2021)		
22 May 2021	NEC REVISIONS	
22 May 2021	The Code of Ethics “why” needed improvement to ensure a better understanding by Adults in Scouting.	P5.2.1
22 May 2021	The Code of Conduct “why” needed improvement to ensure a better understanding by Adults in Scouting.	P5.2.2
22 May 2021	Under Mutual Agreement - delete dot point - not fill a current position previously held by a paid worker	P5.3.5
19 June 2021	NOC REVISIONS	
19 June 2021	Permitting the wearing of the Scout Belt as optional, where below waist wear does not have loops	R14.2.6
19 June 2021	Amended due to the change of the NRC purpose statement/functions – from Rover Scout Review	P6.2.2

Date of change	Amendment/new statement	Reference
19 June 2021	Removal of Return from Service Medal – civilian wear only	R13.9.1 Para 2
19 June 2021	Amended rule – Correct wear of Medals of Gallantry	R13.10.4
19 June 2021	New rule – Correct wear for Medals of Meritorious Conduct	R13.10.5
19 June 2021	New rule – Repositioning of former rule R13.10.4	R13.10.6
10TH EDITION – AUGUST 2021 (REVISED NEC AUGUST 2021)		
14 August 2021	NEC REVISIONS	
14 August 2021	New rule - Clarification for administering of funds for the National Rover Council	P6.2.7
11TH EDITION – NOVEMBER 2021 (REVISED NEC AND NOC NOVEMBER 2021)		
27 November 2021	NOC REVISIONS	
27 November 2021	Updated as the applicability of Achievement Pathways has been removed with a core focus on contribution to Scouting in relation to ARAs and the Rover Service Award	R13.5.5
27 November 2021	Updated to clarify and simplify the classification of qualifications that are now suitable for wearing of the Scout Wings.	R14.4.9 - 10 Renumbered to 9. Scout Wings
27 November 2021	Updated to align to new policy rule 13.5.9 (c)	R13.5 (h)
27 November 2021	Updated to align to new policy rule 13.5.9 (c)	R13.5 (i)
27 November 2021	New Rule: <i>To empower the CCoA to make higher level ARA awards to members of international Scouting</i>	R13.5.8 (c)
27 November 2021	Updated as the badges are not produced by, nor issued by Scouts Australia.	R13.9.4
27 November 2021	Tidying up the language used to make a more succinct document. R14.3.1 – R14.3.5 deleted and renumbered to reflect updates made for Youth Program changes	R14.3
27 November 2021	Updated as the title of the Girl Guide section is now Senior Guides, not Ranger Guides	R14.3.2 renumbered to R14.3.6
27 November 2021	Tidying up the language used to make a more succinct document. R14.4.2 – R14.4.5 deleted and renumbered to reflect updates made for Youth Program changes	R14.4
27 November 2021	Updated as there is no need for youth program participants to wearing the anchor badge, as the Outdoor Adventure Skills outline their proficiency in water activities.	R14.4.9 – 2

Date of change	Amendment/new statement	Reference
27 November 2021	Removed: This badge has been removed from the youth program. Exploration of belief systems and faith should form part of the program through Challenge Areas, Special Interest Areas and especially in ensuring that all members are provided with opportunities for spiritual development.	R14.4.9 – 4
27 November 2021	Updated as Scout youth members may also achieve their First Aid qualifications	R14.4.9 – 5
28 November 2021	NEC REVISIONS	
28 November 2021	Removing duplication of Heading “P1 PRINCIPLES” by adopting the new heading of Overview and remove reference to Code of Conduct as part of Principles	P1.1 P1.1.2
28 November 2021	Rewrite/update of the Scouts Australia Child Protection Policy requires amendments to some of clauses in P1.6.2	P1.6.2 Clause 4 deleted
28 November 2021	<i>Inclusion of the “Code of Ethics”</i>	P3.5.4 a. iii
28 November 2021	<i>Inclusion of the “Code of Ethics”</i>	P5.3.13 1. b
28 November 2021	<i>Inclusion of the “Code of Ethics”</i>	R13.1.2
11TH EDITION – NOVEMBER 2021 (REVISED NOC JUNE 2022)		
18 June 2022	Amended to encompass the wearing of the Award cloth emblems by Scouts, in addition to Venturer Scouts and Rover Scouts and also updated to prevent a youth member from wearing more than one cloth emblem from the Duke of Edinburgh’s International Award program	R13.9.6
12TH EDITION – NOVEMBER 2022		
17 August 2022 (NEC)	Point 3 – Removes Finance Sub-Committee Chair as ex-officio member of the NEC – now an observer.	R1.1.2
26 November 2022 (NOC)	Scout Promise - On the day following the death of the Queen, the new King will swear an “accession declaration” oath. From this day onwards, there will be a single change required in the Australian Scout Promise from “Queen” to “King”	P3.7
	Scouting Leadership is a singular curriculum for both Youth Program Leaders and Program Support Leaders. Leaders who hold a Wood Badge but have not completed Scouting Leadership should undertake that training.	P 5.3.7 (3)
	Alignment with IAVP expectations	P 5.3.7 (4)
	Alignment with IAVP expectations	R 11.1.1 (4)
12TH EDITION – APRIL 2023		
19 December 2022 (NOC – Out of Session)	Further definition of the Mental Health First Aid Badge requirements	R13.9.3
18 March 2023 (NOC)	To reflect the changes to the Program as previously approved by NOC	R9.3
	To formalise the convention that only the most recent decoration is to be worn	R13.10.1
	To formalise the convention that only the most recent decoration is to be worn	R13.10.2

Date of change	Amendment/new statement	Reference
15 April 2023 (NEC)	New clause (d):To strengthen Scouts Australia commitment to being recognised a child safe organisation within Australia and also World Scouting	R5.3.4 (d)
12TH EDITION – JUNE 2023		
17 June 2023 (NOC)	Personal Leader Advisers reference removed as there will be no further formal appointments/reappointments	R3.5.2
	Introduction of a two-year Service Knot	R11.1.3.2
	Introduction of a two-year Service Knot	R13.3
	Point f. added	R13.10
	Redefine the Appreciation Award to Commendation Award	R13.6.1
12TH EDITION – AUGUST 2023	<p>Classifying adult members as being those people 18yo and over having a formal role with the Association, with clarity on the related issues raised by NOC in November 2019 being;</p> <ul style="list-style-type: none"> • Rover Scouts and 18yo Venturer Scouts as primarily participants in the youth program, • commitment made by the individual, • wearing of the uniform, and • training requirements <p>These changes reflect the National Principles for Child Safe Organisations, specifically Principles 1, 5 and 7. (to take effect no later than 31/3/24)</p>	P3.1
5 August 2023 (NEC)		
13TH EDITION – MARCH 2024		
16 March 2024 (NOC)	Updated badge placement for the Adult Recognition Awards and Service Decoration on the Rover Scout uniform.	R13.10
13TH EDITION – JULY 2024		
27 July 2024 (NEC)	New para: The Branch Chief Commissioner of the relevant Branch, together with another Branch authorised member, may recommend an exemption to this Training Requirement in special circumstances for a limited period. Members with this exemption must be supervised by a Leader at all times when around youth and youth member records.	P3.1
	New para: Members shall not hold membership in more than one Branch. Exceptions to this requirement may only be approved by the relevant Branch Chief Commissioners' jointly. This decision will be documented in writing and provided to the member.	P3.3

Date of change	Amendment/new statement	Reference
14TH EDITION – DECEMBER 2024		
22 Nov 2024 (NEC)	The code of conduct becomes the third mandatory module	P3.1
	Revised section: <ul style="list-style-type: none"> • In response to The Office of Children’s Guardian Assessment • WOSM Safe from Harm Self-Assessment • Feedback from ANSVAR independent assessments. 	P5.2.2
14TH EDITION – APRIL 2025		
12 April 2025 (NEC)	Change in naming convention from 1 January 2025 by the Australian Criminal Intelligence Commission (Police Check to Nationally Coordinated Criminal History Check (NCCHC))	P5.3.6.2
	Closer alignment with section 11 of the Charities Act 2013 (Cwlth) which does not preclude distributing information or advancing debate on the policies of political parties or candidates.	P8.2.1
14TH EDITION – OCTOBER 2025		
21 June 2025 (NOC)	Removal of requirements for leader awardees of Silver Wattle and above to be Wood Badge qualified	R13.5.4
6 September 2025 (NEC)	New policy: Scouts Australia Grievance Escalation	P5.3.13
15TH EDITION – FEBRUARY 2026		
22 November 2025 (NOC)	Removal of duplication as information now contained in Youth and Adult Uniform Standards Some change have been made in the event that SA-OB is implemented.	R13
	Removal of duplication as information now contained in Youth and Adult Uniform Standards	R14
	Removal of duplication as information now contained in Flag Standard and Guide to Ceremonies	R15.2
14 February 2026 (NEC)	Remove previous contradiction to clarify that Scout Fellowship may be either invested members or non-invested, non-uniformed members as determined by the Branch	P3.1 2e
	Clarify the Branch Chief Commissioner’s accountability for Members of the Branch	P3.3

15TH EDITION – xxx 2026		
14 March 2026 (NOC)	<ul style="list-style-type: none"> • Rationalise P&R language that is contained in related documents • Adjust salutations to align to D&I principles • Notes that not all Branches have Districts • Allow flexibility for Branches to set support structures (e.g. District Associations and/or Executives) should they so choose 	R3
	<ul style="list-style-type: none"> • Rationalise P&R language that is contained in related documents and harmonise with other P&R terms • Amend language to align to “The Program” • Note that “fixed term” registrations for Groups do not uniformly exist • Note that the role of the Group Leader is defined in a separate document “Program Support Leader Role Description” • Acknowledge that in many Branches there is not a requirement for “audited” financial statements only “verified” 	R4
	Updated content to reduce duplication in Program Handbook	R5
	Removed due to duplication in Program Handbook	R6-8
	Removal of duplications as noted in Program Handbook or Adult Uniform Standard	R9
	Some grammatical updates and other updates to reflect the structure of SAIT and the standing of the SAIT Committee	R11.2

PREAMBLE

1 THE SCOUT ASSOCIATION OF AUSTRALIA STATUS

The Scout Association of Australia, generally referred to as Scouts Australia, is incorporated by Royal Charter. It is the National Scout Organisation in Australia and is accorded membership status by the World Organisation of the Scout Movement. The Scout Association of Australia accepts the principles upon which Scouting worldwide is based as expressed in the Constitution of the World Organisation of the Scout Movement.

2 VISION

For Scouting to be seen as the pre-eminent youth organisation in Australia.

3 MISSION STATEMENT

The Scout Association of Australia operates a voluntary, non-political educational movement for young people, open to all without distinction of origin, race or creed, in accordance with the purpose, principles and method conceived by the Founder, Lord Baden-Powell.

The Mission for Scouting is to contribute to the education of young people, through a value system based on the Scout Promise and Law, to help build a better world where people are self-fulfilled as individuals and play a constructive role in society.

4 PURPOSE

The purpose of the Scout Movement is to contribute to the education of young people in achieving their full physical, intellectual, emotional, social and spiritual potentials as individuals, as responsible citizens and as members of their local, national and international communities.

5 MOTTO

The motto of the Scout Association of Australia is "Be Prepared".

6 VALUES

The Scout Association of Australia recognises the following values:

1. The importance of individuals developing a sense of personal identity and self-worth which leads to responsibility for oneself and one's actions as a citizen.
2. The belief that young people are able and willing to take responsibility and contribute to society.
3. The rights and responsibility of individuals to regulate their own health.
4. The importance of adults in providing suitable role models for young people.
5. The importance of not exposing young people to harm or exploitation.
6. The importance of individuals and the community adopting a lifestyle that allows ecologically sustainable development through preventing environmental overload, environmental degradation and resource depletion.
7. The importance of respect for and equity in dealings with all people, irrespective of culture, gender, religion or impairment.
8. The importance of mutual support and help between members of a community to maximise the quality of life for all.
9. The importance of the development of understanding between individuals as a contribution to peace between nations.
10. The importance of gainful employment in contributing to the sense of dignity and self-worth of the individual.
11. The importance of harnessing technological innovation to benefit human society.

7 GOALS

The Scout Association of Australia has set the following goals:

1. To provide challenging accredited programs to the youth of Australia, which are recognised and valued by the community and government.
2. To promote Scouting to the community on the basis of the high quality and relevance of its methodology and programs.
3. To have an increasingly male and female membership which reflects the social and cultural mix of the community.
4. To carefully select and train adult leaders on the basis of standards that are recognisable and measurable.

5. To have the community recognise, support and value the role of Scouting and its activities.
6. To be recognised by the community as being responsive to community youth issues.
7. To be recognised and consulted as a major contributor to establishing priorities and determining policies on community youth issues.
8. To have a high profile portraying a quality way of life.
9. To acquire and maintain adequate human, physical, and financial resources, which are used to the best advantage of Scouting and the community.
10. To provide opportunities for its members to participate in international activities.
11. To provide maximum support for the development of World Scouting particularly in the Asia-Pacific Region.

8 METHOD

The Scout Association of Australia achieves its purpose through a system of progressive self-education, known as the Scout Method, the elements of which are:

1. Community Involvement
2. Learning by Doing
3. Nature and the Outdoors
4. Patrol System
5. Personal Progression
6. Promise and Law
7. Symbolic Framework
8. Youth Leading, Adult Supporting

DEFINITIONS

Branch - The organisational level responsible for the administration and welfare of the Movement within a State or Territory.

Branch Council - The governing body of a Branch.

Branch Executive Committee - A committee appointed by the Branch Council to manage the affairs of the Branch.

Branch Rover Council - The coordinating body of the Rover Scout Section in a Branch.

Cub Scout - A youth member of the Cub Scout Section.

Cub Scout Unit - The Section of a Group, which admits Cub Scouts.

District - An organisational level accountable to the community for the support and welfare of Scouting within defined boundaries.

District Association - The governing body of a District.

District Executive Committee - A committee appointed by the District Association to manage the affairs of the District.

Formation - An organisational level within the Movement, including a Group, a District, a Region, a Branch and any other support level within a Branch.

Group - The organisational level, which delivers the Scout Program in the local community.

Group Support Committee - A committee which is responsible to the Group Leader for supporting the delivery of Scouting in the Group, and for the management of Group funding, property and equipment.

Group Council - A meeting of the Adult Leaders of a Group, chaired by the Group Leader, to plan and co-ordinate Scout training and activities in the Group.

Joey Scout - A youth member of the Joey Scout Section.

Joey Scout Unit - The Section of a Group, which admits Joey Scouts.

Leader - An adult holding a Certificate of Adult Membership, Certificate of Proficiency and a Certificate of Adult Appointment in Scouts Australia. Starts with a capital letter when referring to a specific title e.g. Cub Scout Leader.

leader - An authorised person responsible for leading a specific activity. Is used on a generic basis and therefore the first letter is lowercase.

Movement - (see Scout Movement) All Formations and members in Australia and worldwide.

National Council - The governing body of The Scout Association of Australia.

National Executive Committee - A committee appointed by the National Council to manage the affairs of The Scout Association of Australia.

National Rover Council - The coordinating body for the Rover Scout Section in Australia.

Region - An organisational support level within a Branch to which Branch functions may be devolved.

Rover Scout - A member of the Rover Scout Section.

Rover Unit - The Section for Rover Scouts, in a Group or at any other level.

Scout - A youth member of the Scout Section: or, used as an adjective, denotes distinctive policies and practices of the Movement.

Scout Fellowship - A body of adults who adopt the Scout Promise, affiliated at any level to provide fellowship and service opportunities for its members.

Scout Movement - All Formations and members in Australia and worldwide.

Scouts Australia - the more commonly used name for The Scout Association of Australia.

Scout Unit - The Section of a Group, which admits Scouts.

Section - A Joey Scout Unit, a Cub Scout Unit, a Scout Unit, a Venturer Scout Unit or a Rover Scout Unit.

The Association - The Scout Association of Australia.

The Scout Association of Australia - A body incorporated by Royal Charter to have full control, in all matters of policy and practice, of the Scout Movement in Australia and its Territories.

Venturer Scout - A youth member of the Venturer Scout Section.

Venturer Scout Unit - The Section of a Group which admits Venturer Scouts.

Youth Member - Young people within the age ranges defined for each Section.

EXPLANATION OF ABBREVIATIONS

AAL	Assistant Activity Leader
AL	Activity Leader
AAdv.AL	Assistant Adventurous Activity Leader
Adv.AL	Adventurous Activity Leader
ACC	Assistant Chief Commissioner
ACSL	Assistant Cub Scout Leader
AL (B or R)	Activity Leader (Branch, Region or District)
ALT	Assistant Leader Trainer
ADC	Assistant District Commissioner
ADV	Adviser (National, Branch, Region or District)
AGL	Assistant Group Leader
AJSL	Assistant Joey Scout Leader
APL	Assistant Patrol Leader
ARC	Assistant Region/Regional Commissioner
ASL	Assistant Scout Leader
AVSL	Assistant Venturer Scout Leader
BC	Branch Commissioner (Designated Appointment) ¹
BHQ	Branch Headquarters
CAL	Certificate of Adult Leadership
CC	Chief Commissioner
CSL	Cub Scout Leader
DA	District Association
DC	District Commissioner
DCC	Deputy Chief Commissioner
DL	District Leader (Designated Appointment)
DRA	District Rover Adviser
DTM	District Training Meeting
GL	Group Leader
Int Comm.	International Commissioner
JSL	Joey Scout Leader
LT	Leader Trainer
NCATD	National Commissioner, Adult Training and Development
NCE	National Chief Executive
NCYP	National Commissioner, Youth Program
NEC	National Executive Committee
NRC	National Rover Council

PL	Patrol Leader
P&R	Policy and Rules (i.e. this publication)
PLA	Personal Leader Adviser
RA	Rover Adviser
RC	Region Commissioner
RUL	Rover Unit Leader
SL	Scout Leader
VSL	Venturer Scout Leader

¹ Branch Commissioners tend to have a specific designation such as a program Section, e.g. Branch Commissioner Joey Scouts, or Branch-wide area such as Branch Commissioner Adventurous Activities or Branch Commissioner Environment

POLICY

P1 PRINCIPLES

P1.1 OVERVIEW

1. The Principles of Scouting, as identified by the Founder, are that Scouts should serve God, act in consideration of the needs of others and develop and use their abilities to the betterment of themselves, their families, and the community in which they live.
2. These three principles are characterised for all members of the Movement as “Duty to God”, “Duty to others” and “Duty to self”.

P1.2 DUTY TO GOD

1. The policy of the Scout Movement, which includes members with many different spiritual beliefs, is that all members should develop their relationship with the spiritual values of life by adhering to their spiritual principles, whilst respecting the spiritual choices of others.
2. The educational approach of the Movement includes helping young people to develop their spiritual beliefs and search for the spiritual values of life.
3. The privilege of adult leadership carries with it the obligation of encouraging the spiritual growth of youth members so that they may gain a deeper understanding of their spiritual beliefs as they progress through the Movement.
4. The growing spiritual relationship can be encouraged through the Youth Program and by the regular use of carefully selected reflections, prayers and other activities for everyday Scouting occasions.
5. Members who identify with a religion should be encouraged to attend services of their religion.
6. A gathering of members of the Movement, known as a Scouts' Own, may be held for the purposes of exploring spiritual beliefs and to promote fuller realisation of the Scout Promise and Law.
7. “Duty to God” refers to a person’s relationship with spiritual values. Scouts Australia upholds the Principle of “Duty to God” through facilitating development of one’s “Spiritual Beliefs”.

P1.3 DUTY TO OTHERS

Members are active global citizens, displaying loyalty, friendship, understanding and co-operation at local, national and international levels. This is achieved through responsibilities to families and communities, active participation in service to others, recognising and respecting the rights of others, and preservation of the environment.

P1.4 DUTY TO SELF

Members have a responsibility to explore and develop confidence and self-respect, and seek to develop to their full potential through life-long learning.

P1.5 PROGRAM FOR THE DEVELOPMENT OF YOUTH

The Youth Program will:

1. Provide opportunities for personal growth in the areas of physical, emotional, intellectual, spiritual, values and social development; personal and group relationships; community and environmental responsibility.
2. Develop a sense of achievement amongst young people through membership in small friendship and interest groupings.
3. Provide challenging and appealing activities for these groupings, designed to meet the needs and capacities of the members.
4. Through these activities:
 - a. Promote health and fitness.
 - b. Promote knowledge of, and experience in, the local and wider community.
 - c. Promote appreciation of, and experience in, the outdoor environment.
 - d. Provide opportunities for, and training in, community service and environmental education.
 - e. Provide for, and encourage individual hobbies, interests and skills, and through them, a sense of individual achievement.

P1.6 ASSOCIATION VALUES

P1.6.1 Overview of Values

Given that the Purpose of The Scout Association of Australia is to encourage the physical, intellectual, emotional, social and spiritual development of young people, it is realised that the future of our society is vested in each successive generation, and the values that they inherit.

P1.6.2 Child Protection & Safe from Harm

The Scouts Australia Child Protection Policy sets the Policy, Procedures and minimum Standards that all Members in Scouting must abide by when living Scouting. In addition, the following provision apply:

1. Duty of Care and Safe from Harm

Policy P2 and Rule R12 specify Scouts Australia's policy relating to Duty of Care, and its rules for safe practice.

2. Rights of the Child

Scouts Australia recognises that children, because of their vulnerability, need special care and protection, and it has a non-formal educational program which respects their rights, and takes full account of their best interests. The Scouting program provides guidance appropriate to the child's evolving capacities and recognises their right to express an opinion, and to have it taken into account.

3. Respect for Others

Scouting encourages respect for others, and the dignity of individuals. Adults in Scouting provide an environment where young people feel safe and secure, and free from personal and verbal harassment/abuse. Scouts Australia takes a positive attitude towards encouraging youth members to be able to recognise situations which may lead to abuse; to be able to assert the right to resist the abuser; and to report abuse with confidence.

4. Personal Standards

Scouts Australia encourages respect for other people, expects its members to demonstrate high personal standards, both in language and actions and to refrain from swearing and using profane, indecent, rude, insulting or abusive language and under no circumstances condone the use of inappropriate action, including initiations at Scouting meetings and activities.

5. **Privacy**

Adults in Scouting must respect everyone's right to personal privacy at all times, including their personal space and private information.

P1.6.3 Health

1. **Smoking**

Scouts Australia expects leaders and other adult members and supporters to set a positive example by not smoking in the presence of youth members. Smoking by youth members under the legal age is prohibited on all Association property, and at all Association activities.

2. **Alcohol**

Scouts Australia regulates the consumption of alcohol at Association activities and on its property, through Branch rules. Adults in Scouting are dedicated to the welfare of young people and will comply with Branch rules for the consumption of alcohol.

Scouts Australia guide young people towards the development of an informed and responsible attitude towards alcohol, through the example and guidance of the adults who accept leadership roles in the Movement.

3. **Drugs**

Scouts Australia guide young people towards the development of an informed and responsible attitude towards legally available and illegal drugs, through the example and guidance of the adults who accept leadership roles in the Movement. Scouting condemns any form of substance abuse and reminds its members that Adults in Scouting are dedicated to the welfare of young people. Scouting is aware of peer pressure, which is a primary influence on young people, and prohibits the presence and illegal use of drugs at all Scouting meetings and activities, and on all Association property.

4. **Sexual Hygiene**

Scouts Australia's training program is based on the progressive development of members through childhood, adolescence and adulthood. Healthy sexual attitudes and sexual hygiene are important aspects of personal development, and in this context, they form part of Scouts Australia's role. Scouts Australia recognises that training in these matters is primarily a family responsibility, but there

are occasions on which advice and guidance from leaders is of benefit to individual members.

P1.6.4 Earning Your Way

1. Employment

Scouts Australia encourages members of the Movement to seek satisfying employment in accordance with the individual's ability and interests. It recognises that lack of employment contributes to loss of self-esteem in young people, and its youth training program encourages members to develop a positive attitude towards constructive and responsible citizenship, including employment.

2. Social Security

Scouts Australia recognises that some members of the Movement will inevitably have to rely on Social Security payments due to unemployment or invalidity. The Scout Program is designed to enhance one's self-esteem and confidence, to assist such members in finding satisfying employment, and to provide sympathetic support pending such an outcome.

3. Gambling

Scouts Australia recognises that gambling, in one form or another, is part of the fabric of Australian society, and does not wish to impose restrictions on members beyond those imposed by community standards or the Law. However, Scouts Australia accepts its responsibility to members of the Movement to develop a responsible attitude towards excessive gambling or undesirable gambling practices.

P1.6.5 Environment

Scouts Australia endorses the practice of educating members of the Movement in environmental values as part of its program and practices, and by promoting the Australian Scout Environment Charter within the Movement. (See Appendix 1 - Rules).

P1.6.6 Spirituality

Spirituality refers to the feelings or beliefs of a person regarding their purpose in life, connection to others and place in the world around them. These spiritual feelings or beliefs may change as a person develops and guide their actions throughout their life.

P1.6.7 Diversity and Inclusion

1. Scouts Australia is inclusive of all (within the scope of its membership) regardless of gender, sexuality, race, spiritual beliefs, abilities or socioeconomic status and does not tolerate any form of harm, abuse, exclusion or neglect. Scouts Australia embraces the diversity of its community, aiming to reflect this diversity through its policies and practices, and provide inclusion that ensures access to Scouting for all.

2. This Policy (and any related procedures) applies to all Members of Scouts Australia, Adult Supporters, Employees, as well as Young People and other community members who may participate in Scout activities from time to time.

3. Specialist groups

Scouts Australia encourages and supports inclusion of people from all cultural and spiritual backgrounds and abilities in mainstream, existing Scout Groups. However, there is provision for Specialist Groups that meet particular cultural, spiritual or disability support needs of their members, providing those groups remain open to all youth members.

4. People with Disability

Scouts Australia provides for the admission of young people with physical, mental, intellectual, neurological or sensory impairments as members of regular Scout Groups, or as members of Specialist Groups. Scouts Australia will endeavour to provide reasonable adjustments to enable participation of people with disability on an equal basis as others.

5. Gender

Scouts Australia is open to all, regardless of gender identity, and gender diversity is supported and respected. Genders are integrated for the delivery of the youth program in all sections to achieve the goal of promoting equality, mutual acceptance, understanding and respect. Some activities may be conducted in gender-specific groups, where this is necessary for cultural or spiritual reasons.

6. Financial hardship

Scouts Australia recognises that membership of the Movement incurs a cost to members and their families. Scouts Australia's policy is that membership should not be denied on the basis of financial hardship or the inability of a member or potential member to meet the cost associated with participation in the Scout Program.

P1.6.8 Obligation to Parents and Guardians

Scouts Australia has the following obligations to the parents and guardians of youth members:

1. To ensure high quality Scouting is offered to members.
2. To ensure that Scouts Australia's Duty of Care is responsibly exercised during all Scouting meetings and activities.
3. To ensure that the cost of Scouting is kept within the reach of families and potential members.
4. To ensure that current and potential youth members have the opportunity to participate in Scouts Australia's youth training program in their local community, by providing adequate Groups, Sections and leaders to meet the current demand and to provide for the growth of the Movement.

P1.6.9 Parental and Family Involvement

Scouts Australia encourages the active involvement of parents, guardians and family members in the Scout Program, and provides opportunities for adult family members to accept leadership, management and support roles at all Formations.

P1.6.10 Leaders' Rights

Scouts Australia values the contribution made to the Movement by its leaders, and respects their rights as follows:

1. It will give due consideration to the personal preferences and abilities of leaders when making an appointment.
2. It will provide the leadership training and development necessary to undertake the duties of the appointment.
3. It will clearly define the lines of responsibility and communication applicable to the appointment.
4. It will provide opportunities for participation in the planning and evaluation of programs applicable to the appointment.
5. It will provide the opportunity to be heard by a person in authority if the need arises.
6. It will provide meaningful recognition of the leader's service and contributions to the Movement.

P1.6.11 Citizenship

1. **Property Protection and Vandalism**
Scouts Australia provides progressive training and development in citizenship, and promotes a positive attitude to the protection of the environment and property from damage and vandalism, and recognition of the need for individuals to take collective responsibility for the protection of society values and property.
2. **Loyalty to Country**
Scouts Australia promotes loyalty to one's country in harmony with the promotion of local, national and international peace, understanding and co-operation.
3. **Politics**
Scouts Australia's political policy is specified in Policy P8.2.
4. **Service**
Scouts Australia promotes the active participation of members in the welfare and development of society, with recognition and respect for the dignity of one's fellow citizens.

P2 DUTY OF CARE

P2.1 DEFINITION

1. Scouts Australia has a Duty of Care to all members of the Movement and their parents/guardians to provide a safe environment that protects members to the best of its ability from physical or emotional harm.
2. Scouts Australia shall ensure when recruiting and managing leaders and other persons in control of, or in contact with, young people that this duty is exercised.
3. All leaders are accountable to exercise this duty on behalf of Scouts Australia at all times.

P2.2 AUTHORISED PERSON IN CHARGE

1. The authorised person in charge of an activity shall exercise the Duty of Care on behalf of Scouts Australia and parents or guardians.
2. Leaders planning an activity for which they do not have the prescribed qualifications to enable them to exercise the responsibilities of the authorised person in charge, shall obtain an appropriately qualified person to conduct the activity. That person shall conduct the activity to the requirements of Scouts Australia and shall be the authorised person in charge of the activity.

P2.3 ROLE OF BRANCHES

Branches shall be responsible for promulgating rules for the conduct of activities, which give effect to and are consistent with the policies of The Scout Association of Australia.

P2.4 CATEGORIES OF ACTIVITIES

Activities undertaken by members of Scouts Australia fall into the following categories:

1. DAY-TO-DAY activities cover the normal program activities undertaken by the various Sections.
2. ADVENTUROUS activities shall be defined by National and each Branch, based on the appropriate community standards for activities requiring leadership by persons with prescribed qualifications and/or experience.

3. PROHIBITED activities shall be defined by each Branch at its sole discretion, and shall be binding on members of Scouts Australia registered in the Branch.

P2.5 HEALTH CARE

Adult Leaders, in meeting their Duty of Care, are required to ensure the health care needs of youth members are managed in order to control risk and minimise harm.

1. Where youth members have short or long-term health care requirements which may impact on their involvement in Scouting activities, Adult Leaders are expected to meet their Duty of Care by undertaking a health care planning process.
2. Negotiation of a health care plan for youth members will respect the personal safety, dignity and right to confidentiality of youth members and caregivers and reflect the informed consent of all participants.
3. Adult Leaders are obliged to render first aid and emergency assistance to youth members consistent with their level of training. In every instance, first aid/emergency assistance is a strategy to support the health and safety of young people while awaiting professional medical assistance.
4. Legal guardians and their medical practitioners should be encouraged to minimise the medication/treatment required during Scouting activities.
5. Adult Leaders are obliged to enable youth members to receive ongoing medical care during Scouting activities. Adult Leaders are not obliged to provide ongoing or invasive medical care. Nor are leaders required to provide or maintain health-related equipment. This is the responsibility of legal guardians, possibly in collaboration with community agencies. In every case, responsibilities for the provision of ongoing health care should be clearly documented.
6. Youth members should be encouraged to take responsibility, commensurate with their age and stage of development, for administering their own medication/treatment in non-emergency situations.

P3 MEMBERSHIP OF THE SCOUT ASSOCIATION OF AUSTRALIA

P3.1 MEMBERS

Membership of Scouts Australia is open to all people who live by the values of the Association.

There are two categories of membership:

1. Youth Members: Young people under the age of 18yo for whom the Youth Program is provided, within the age range defined for Scouts Australia. Youth Members are invested as Scouts by accepting the commitment of the Scout Promise, the obligations of the Scout Law and are current members of a Branch according to Branch rules.
2. Adult Members: Persons over the age of 18 in the following membership classifications:

- a. Rover Scouts: adults from their 18th to their 26th birthdays. The Rover Scout Section is the final Section of the Youth Program. Rover Scouts, are invested as Scouts by accepting the commitment of the Scout Promise and the obligations of the Scout Law, agreeing to abide by the Code of Ethics and Code of Conduct and are current members of a Branch according to Branch rules.

Rover Scouts may also serve as Adult Leaders.

- b. Venturer Scouts (18yo): A Venturer Scout who has had their 18th birthday and not progressed to Rover Scouts in accordance with R8.3.5. Venturer Scouts are invested as Scouts by accepting the commitment of the Scout Promise and the obligations of the Scout Law and upon attaining the age of 18 yo, agreeing to abide by the Code of Ethics and Code of Conduct and are current members of a Branch according to Branch rules.

Venturer Scouts who have had their 18th birthday may also serve as Adult Leaders.

- c. Adult Leaders (including Commissioners/Advisers): Persons appointed to a leadership role to support the non-formal education of young people or in the management of Leaders in Scouts Australia at Group, District, Region, Branch or National levels.

Adult Leaders are invested by accepting the commitment of the Scout Promise, agreeing to abide by the Code of Ethics and Code of Conduct and are current members of a Branch according to Branch rules.

- d. Adult Supporters: Persons appointed to assist those adults in classification c. above in the delivery of the Youth Program on a regular basis and/or providing service to Scouting through membership of committees at within a Group, District, Region, Branch or National level.
- e. Scout Fellowship: Persons affiliated with a Fellowship (Group/District/Region/Branch) attached to a Formation of Scouts Australia. Scout Fellowship members may be invested by accepting the commitment of the Scout Promise, agreeing to abide by the Code of Ethics and Code of Conduct and are current members of a Branch according to Branch rules. Alternatively, they may be non-invested, non-uniformed members subject to the provisions outlined below as determined by the Branch.
- f. Life Members/Honorary Members: Adults appointed in accordance with the rules and procedures of Scouts Australia and its Branches in recognition of long and distinguished service and/or support to Scouting.
- g. Staff: employees of a Branch or Scouts Australia through an employment arrangement recognised under the Fair Work Act 2009 (Cwlth)

Those members in classifications a.-c. wear the Scout Uniform as illustrated in the relevant Uniform Standards.

Those members in classifications d.-g. may either be invested as Scouts by accepting the commitment of the Scout Promise and agreeing to abide by the Code of Ethics and Code of Conduct or be non-invested members making a commitment to the Values of the Association. These classifications of membership may wear the Scout Uniform as illustrated in the Adult Uniform Standards, where permitted by the Branch Chief Commissioner consistent with P3.6.

Those members in classifications c.-g. are provided a role description as prescribed in the Adults in Scouting Standard.

All Adult Members are required to undertake the mandatory On Demand Learning modules being those shown with an expiry date in On Demand Learning (e.g.; *Child Safe Scouting*, *WHS and Scouting and Code of Conduct*) within three (3) months of being accepted as an adult member and again every two (2) years in addition to the training applicable to their specific role.

The Branch Chief Commissioner of the relevant Branch, together with another Branch authorised member, may recommend an exemption to this Training Requirement in special circumstances for a limited period. Members with this

exemption must be supervised by a Leader at all times when around youth and youth member records.

P3.2 CONTRIBUTORS AND VISITORS

These are persons or organisations whose contribution to Scouting is recognised but are not members of the Association. Contributors and Visitors do not have a formal role requiring them to make a commitment to the Association however an acceptance of the Association's Values is expected.

Expectations for Visitors to Scout activities, especially those staying at an overnight activity can be found in the Scouts Australia Child Protection Policy.

P3.3 MEMBERSHIP OF THE BRANCH

Branches may admit persons to membership of the Branch in accordance with the Branch Constitution, Act of Parliament or Articles of Incorporation as appropriate.

Members shall not hold membership in more than one Branch. Exceptions to this requirement may only be approved by the relevant Branch Chief Commissioners' jointly. This decision will be documented in writing and provided to the member.

Subject to Branch Constitution, Act of Parliament or Articles of Incorporation requirements, the Chief Commissioner of a Branch shall be accountable for all members, excluding employed staff, in their Branch and thus the management of any related conduct performance issues as defined in the Mutual Agreement, Code of Conduct, Code of Ethics and the National Child Protection policy and standard and, where deemed necessary by the Branch Chief Commissioner, their suspension and or termination of appointment and/or membership. They may, at their sole discretion, delegate these tasks and establish any necessary processes. As such, they will act as the final escalation point for all member related matters.

P3.4 RESOURCES

Branches of The Scout Association of Australia shall ensure adequate resources are available to operate the Movement's youth and adult training and development programs.

P3.5 UNDERTAKING BY ADULT MEMBERS

A necessary condition for membership by adults is the making of an undertaking to adhere to:

1. The Purpose of Scouts Australia.
2. The Principles of Scouts Australia as encapsulated in the Scout Promise.
3. The Policies of Scouts Australia.
4. The Code of Ethics and Code of Conduct for adults in Scouts Australia.
5. The Rules of Scouts Australia.

The undertaking shall be deemed to have been made by the adult on becoming a member.

P3.6 RIGHT TO WEAR UNIFORM

Members of sections and leaders wear uniform. Other adult members may wear uniform as authorised by the Branch Chief Commissioner. Branch Chief Commissioners may vary the uniform worn where local circumstances require, where those changes are not in direct conflict with the National Policy and Rules.

P3.7 SCOUT PROMISE

There are two versions of the Scout Promise to be used by all members (youth and adult). Individuals taking the Promise may choose to use either of them:

*On my honour, I promise
To do my best,
To be true to my spiritual
beliefs,
To contribute to my community
and our world,
To help other people,
And to live by the Scout Law*

OR

*On my honour
I promise that I will do my best
To do my duty to my God, and
To the King of Australia
To help other people,
And to live by the Scout Law*

P3.8 SCOUT LAW

The Scout Law is:

Be respectful

- *Be friendly and considerate.*
- *Care for others and the environment.*

Do what is right

- *Be trustworthy, honest and fair.*
- *Use resources wisely.*

Believe in myself

- *Learn from my experiences.*
- *Face challenges with courage.*

P3.9 MAKING THE PROMISE

1. Leaders shall make or reaffirm the Scout Promise on each appointment.
2. On admission to the section, Joey Scouts, Cub Scouts and Scouts make the appropriate Promise. Venturer Scouts and Rover Scouts shall make or reaffirm the Scout Promise.
3. Other adult members may signify acceptance of the Promise in writing.

P3.10 ADMISSION PROCEDURES

Each Branch shall define the procedures for the admission of youth and adult members to the Movement.

P4 PRINCIPAL ACCOUNTABILITIES

P4.1 NATIONAL ORGANISATION

The principal accountabilities are:

1. Maintain membership of the World Organization of the Scout Movement (WOSM).
2. Prepare, approve and promulgate Policies and Rules for the conduct of Scouting in Australia.
3. Develop and document a Youth Program to comply with the educational objectives established by the National Executive Committee.
4. Establish and document competency standards and curriculum for the conduct of youth activities.
5. Develop and document training, support and management programs and material to facilitate the implementation of the Adults in Scouting Policy established by the National Executive Committee.
6. Design and source Scout uniforms.
7. Co-ordinate all formal relationships between The Scout Association of Australia and other Scout Associations throughout the world, the World Organization of the Scout Movement and any of its organisational elements.
8. Authorise all international Scouting contacts.
9. Organise international events.
10. Authorise and co-ordinate National events.
11. Publish material to support the Youth Program and Adults in Scouting of Scouts Australia.
12. Co-ordinate the Branches where the National Executive Committee decides effective co-ordination between the Branches will facilitate the effective use of resources.
13. Provide a forum for the exchange of information and ideas on a National basis.
14. Ensure compliance with Commonwealth legislation and regulations.
15. Monitor proposed Commonwealth legislation and regulations to ensure they meet the needs of young people and youth organisations.

P4.2 BRANCHES

The principal accountabilities of the Branches of The Scout Association of Australia are:

1. Actively expand and develop Scouting to ensure its growth in the community interest.
2. Market and promote Scouting to establish a community climate where it may flourish as an organisation which adults and young people will want to join.
3. Administer Scouting within the Branch.
4. Provide a mechanism for the establishment of community Scout Groups.
5. Make available to Scout Groups the Scout Program and its support literature and materials.
6. Provide support and training in accordance with the National Adults in Scouting Policy to adults to enable them to attain the required level of proficiency.
7. Conduct activities in accordance with the competency standards and curriculum of The Scout Association of Australia.
8. Provide suitable administrative mechanisms to assist the long-term operation of Scouting in the local communities.
9. Provide camping and activity sites for the use of community Scouting Groups.
10. Ensure the long-term viability and development of Scouting in the Branch.
11. Conduct National events and provide other services as agreed on behalf of the National organisation.
12. Ensure compliance with State or Territory legislation and regulations.
13. Monitor proposed State or Territory legislation to ensure it meets the needs of young people and youth organisations.

P4.3 DISTRICT OR ALTERNATIVE SUPPORT STRUCTURE

The principal accountabilities are to provide support through consultation with Scout Groups in the following:

1. The establishment of performance standards to be achieved by the Group.
2. The preparation of plans to meet the Group's objectives.
3. Staffing and personnel practices.

4. Growth of the Movement.
5. Youth Program and training activities.
6. Property and administration.
7. Supporting and training of adults.
8. Personnel administration.
9. Marketing and promotion of the Scout Movement.

P4.4 SCOUT GROUP

The principal accountability of a Scout Group is to deliver the Scout Program to young people of the community in accordance with the Purpose, Principles and Method of The Scout Association of Australia.

P5 PERSONNEL MANAGEMENT

P5.1 ADULTS IN SCOUTING

1. Adults in Scouting is a systematic approach for supporting adults to improve the effectiveness, commitment and motivation of the adult leadership so that better programmes are supported in the delivery by and for young people. Also, it enhances the overall effectiveness and efficiency of the organisation. Scouts Australia adopts the principles of the World Adults in Scouting Policy and in particular the life cycle of an adult in Scouting (i.e. Recruitment, Performance, Decision for the Future, Recognition). This is detailed in the National Adults in Scouting Standards.
2. Uniformed appointments are specified in accordance with the functions performed and the responsibilities of the position. They are classified as Commissioner, Leader or Adviser.
 - a. Commissioners provide leadership and management in:
 - I. Implementing the strategic and operational plans for Scouts Australia.
 - II. Recruiting, developing and effectively deploying the adult resources of Scouts Australia.
 - III. Effectively utilising the physical and financial resources of Scouts Australia.
 - IV. Representing Scouts Australia in the community.
 - b. Leaders provide leadership and facilitation of the development of young people by:
 - I. Operation of a youth section and its program.
 - II. Operation of specialist youth activities.
 - III. Management of a Scout Group.
 - c. Advisers facilitate the development of adults in leadership roles in Scouts Australia or provide expertise in the conduct of specialist activities.
3. Non-uniformed appointments are made to:
 - a. Discharge specific responsibilities and accountabilities.
 - b. Ensure good practice in governance and strategy development.
 - c. Support Commissioners and Group Leaders in ensuring the resources of Scouts Australia (people, physical and financial) are developed and deployed in accordance with the strategic and operational plans of Scouts Australia.

P5.2 CODES OF ETHICS AND CONDUCT

P5.2.1 Code of Ethics

The purpose of this Code of Ethics is to set common ethical standards to promote consistency in behaviour for all Adults in Scouting.

Integrity

We demonstrate Integrity by:

- Acting with honesty, truthfulness and fostering appropriate healthy professional relationships.
- Recognising and fulfilling where possible, our obligations to our community.
- Taking responsibility for our own actions and developing integrity in others.
- Acting with impartiality, truthfulness and honesty.

Respect

We demonstrate Respect by:

- Showing consideration to others, recognising each individual's uniqueness and diversity.
- Minimising our impact on the environment and seeking to be good caretakers for future generations.
- Committing to members well-being and on-going learning through the practice of positive influence, good judgement and empathy in practice.

Courage

We demonstrate Courage by:

- Providing challenging, developmental opportunities to empower young people.
- Being good role models in Scouting, demonstrating positive attitudes and willingness to live by the Scout Promise and Law.
- Being fair and reasonable.

P5.2.2 Code of Conduct

This Code of Conduct is a personal commitment. Its purpose is to protect all members of Scouting. It applies to all members aged 18 and over, regardless of location and role, when engaging with young people and adults in any form of Scouting. The Code of Conduct always applies, regardless of environment and includes any communication on social media or digital technology. Parents, carers and guardians are expected to follow this Code of Conduct in all Scouting activities to protect and respect all participants, especially children, including their own.

I WILL

- a) Act always in accordance with the Scout Promise and Law, Code of Ethics, and this Code of Conduct, thereby setting a suitable example for all.
- b) Act with respect, courtesy, and integrity toward children, their families, fellow volunteers, and staff, while upholding the dignity of both myself and others.
- c) Promote the human rights, safety and wellbeing of all people involved with Scouting.
- d) Demonstrate appropriate personal and professional boundaries.
- e) Comply with Scouting's protocols in communicating with children and adults.
- f) Consider and respect the diverse backgrounds and needs of all people.
- g) Contribute, where appropriate, to Scouting's policies, discussions, learning and reviews about the safety and wellbeing of all people involved with Scouting.
- h) Identify and mitigate risks to the safety and wellbeing of all people involved with Scouting as required by Scouting's risk assessment and management policies, frameworks, and processes.
- i) Comply with relevant State, Territory, and/or Federal legislations, as well as Scouting's policies and procedures for record keeping, information sharing, child safety and wellbeing, always ensuring adherence.

- j) Listen and respond to the views and concerns of children, vulnerable people, and adults, particularly if they communicate (verbally or non-verbally) that they do not feel safe or well.
- k) Create an environment that promotes and enables children's participation and is welcoming, culturally safe, and inclusive for all children, adults, and their families.
- l) Wherever possible, involve children in making decisions about activities, policies and processes that concern them.
- m) Respond to any concerns or complaints of child harm or abuse promptly in accordance with the relevant Scouting policy and procedure. Report all suspected or disclosed child harm or abuse as required by relevant State, Territory, and/or Federal Legislations and by the relevant Scouting policy and procedure for internal and external reporting.
- n) Act with respect to the privacy of all people involved with Scouting.

I WILL NOT

- a) Engage in any unlawful activity with any person.
- b) Engage in any activity that is likely to physically, sexually or emotionally harm to a child or vulnerable person leading to their neglect.
- c) Unlawfully discriminate against any person
- d) Breach the Two Adults present requirements, whether in person, online or in any other instance, unless authorised to do so or in an emergency situation or approved care plan.
- e) Arrange personal contact, including online contact, with children and vulnerable people I am associated with in a Scouting related context (except direct relatives, or other children with the consent of their parent/guardian).
- f) Disclose personal or sensitive information about any person, including images of a child, unless the person and their parent or legal guardian (if a child) consent or unless I am required to do so by Scouting's policy and procedure for reporting, or as required by law.

- g) Communicate (by whatever means) in the presence of children and adults using language, showing or providing children or adults access to images or material, considered by a reasonable person to be offensive or inappropriate.
- h) Work with children while under the influence of alcohol, prohibited drugs, or prescribed drugs which impair my judgement, acceptable behaviour, or ability to safely care for children or other adults.
- i) Enter an area where children are changing or showering or enter youth members' sleeping areas on camp/activity when young people are present unless there is an emergency situation or to enact a care plan agreed with the parent.
- j) Use Scouting to promote my own beliefs, behaviours, and practices where these are not compatible with Scouting Principles.
- k) Act in an intentional manner to tarnish the reputation/brand of Scouting or bring it into disrepute.
- l) Breach the copyright restrictions of both Scouts Australia and other publishers' works, including printed matter, video and other multi-media material
- m) Act as a representative of Scouting in advocacy of any political party or candidate.
- n) Express opinions in the public press, or on radio or television, or on social media, on matters of Scout policy or principle unless authorised to do so by Scouts Australia, or the relevant Branch.

If I think this Code of Conduct has been breached by another person in Scouting I will:

- Act to prioritise the best interests of children.
- Take actions promptly to ensure that children are safe.
- Report any concerns (behavioural or otherwise) using the appropriate reporting mechanisms available to me within my Branch, to the Chief Commissioner or Chief Executive Officer of my Branch, or to another adult in a leadership position within Scouting.
- Comply with relevant State / Territory and/or Federal legislation and with the relevant Scouting policy and procedure for internal and external reporting.

Declaration

A declaration acknowledging and accepting the Code of Conduct will be required from all adults every two years in line with their mandatory training as follows:

“I agree to abide by this Code of Conduct as a volunteer or during my employment with the Scout Australia. I understand that breaches of this Code of Conduct may lead to disciplinary action, including the potential for termination of my membership or employment with Scouts. Also, I understand that breaches of this Code of Conduct may be referred to by the relevant Child Protection/Enforcement agencies for further action.”

P5.2.3 Technology Code of use

Adults and Youth in Scouting will use digital technologies including data, in a positive manner consistent with Scouting’s Promise and Law, Code of Ethics, Code of Conduct, Child Protection Policy, Privacy Policy and legislated requirements including copyright, trade secret, patent or other intellectual property rights.

P5.3 MANAGEMENT PROCESS

P5.3.1 Management of Adults

Scouts Australia has adopted a process for the management of adults with the following elements:

- a. Recruitment.
- b. Appointment.
- c. Training, personal development and support.
- d. Review and evaluation.
- e. Renewal, reassignment or retirement.

P5.3.2 Branch Responsibility

Branches are responsible for establishing and administering procedures to facilitate the management of adults in their Branch. The procedures shall ensure situations are resolved speedily, and with natural justice to the parties.

P5.3.3 Recruitment

Adults shall be recruited to carry out specific roles in accordance with criteria developed for the role, including:

- a. Relationship skills.
- b. Communication skills.
- c. Belief in Scouting values.
- d. Desire to do the job.
- e. Specific task-related abilities.

Prior to completing an application for membership, an initial competency check shall be undertaken.

P5.3.4 Application for Appointment

Applicants for adult membership shall sign an application for appointment which:

- a. Involves commitment to:
 - i. Scout Promise and Law.
 - ii. Principles, Purpose and Method of Scouts Australia.
 - iii. Code of Ethics and Code of Conduct.
 - iv. Adherence to the Policy and Rules of Scouts Australia and its Branches.
 - v. Role and responsibilities of adults in the Movement.
 - vi. Duty of Care.
- b. Provides an authority to make enquiries concerning suitability for appointment.
- c. Contains an agreement to undertake training and personal development.
- d. Evidence that the WOSM Safe from Harm eLearning has been completed no longer than 12 months prior to applying for adult membership.

P5.3.5 Mutual Agreement

1. The Mutual Agreement is a formal document defining the relationship between the applicant and Scouts Australia, and consists of a completed application for appointment and details the rights and responsibilities of the applicant, as follows:

As an Adult volunteer they have the **right** to:

- work in a healthy and safe environment,
- have their application for membership considered and, if successful, be engaged in accordance with equal opportunity and anti-discrimination legislation,
- be adequately covered by relevant insurance,
- be given accurate and truthful information about Scouting,
- be reimbursed for agreed out of pocket expenses,
- be provided a copy of Scouting's policies and rules and any other procedure that may affect their undertakings,
- have a role description and agreed commitment,
- have access to grievance procedures,
- be provided with induction to Scouting,
- have their confidential and personal information dealt with in accordance with the provisions of the Privacy Act,
- be provided with encouragement, support, training and mentoring to fulfil their role.
- be provided with opportunities for growth and development

As an Adult volunteer they have a **responsibility** to:

- promote a culture of Scouting being a Child Safe Organisation and adhere to the National Child Protection Policy,
- live by the Scout Promise and Law and accept the Code of Ethics and Code of Conduct,
- work to achieve the Vision, Mission, and Purpose of Scouts Australia,
- adhere to the Policies and Rules of Scouts Australia and of the Branch in which they volunteer

- represent and promote Scouting to the community
 - meet the agreed goals and timelines in their development plan
2. The Mutual Agreement is entered into by the applicant and the responsible Team Leader and endorsed by the Association nominee.
 3. The Mutual Agreement is finalised after suitability checks and leads to appointment and membership of the Movement.

P5.3.6 Enquiries into the Suitability of Applicants

1. As part of its Duty of Care to young people, parents and guardians, Scouts Australia shall satisfy itself that applicants are suitable role models for young people and are not likely to expose them to physical or emotional harm.
2. The suitability checks shall be for the specific role and shall include a Nationally Coordinated Criminal History Check (NCCHC), or other check required by State/Territory Legislation that includes a police check, character, a minimum of two referees (one of whom may be a member of Scouting) contacted and any other appropriate enquiries. The NCCHC or other check required by State/Territory Legislation that includes a police check shall be renewed as required by State/Territory legislation and at least once every five (5) years as a minimum.

P5.3.7 Appointment

1. Once an adult has satisfied all the requirements for membership of their Branch they will be issued with a Certificate of Adult Membership. Adults undertaking their initial Proficiency Training will be designated Trainee Leaders, which authorises a limited role under supervision. Upon completion of initial training, Trainees will be issued a Certificate of Proficiency in Youth Program, if applying for appointment in a role within a Unit, or in Program Support, if applying for a Leader of Adult appointment.
2. Appointment occurs with the issue of a Certificate of Adult Appointment to all adults in specific leader roles. Adults in non-uniformed roles may be issued a Certificate of Appointment according to Branch rules.

3. All Leader in Charge roles (including Section Leaders, Group Leaders and above Group roles) require a training achievement of the Wood Badge and Scouting Leadership Training.
4. All Assistant roles (including Assistant Section Leaders and Assistant Group Leaders) require a minimum training achievement of Certificate of Proficiency relevant to the role to which the Leader is appointed (or being appointed to). Assistant Leaders should strive to achieve Wood Badge and/or Scouting Leadership Training in their section/position in line with their annual Individual Adult Volunteer Plan discussion but not exceeding three years from appointment.
5. Where either of these standards has not been met, the Leader's appointment is to be designated as "Provisional".

Leaders transitioning from Youth Program roles to Program Support roles, and vice versa, will be required to complete the training components relevant to their intended role and, upon completion, may be issued the relevant Certificate of Proficiency.

The Provisional appointment will be substantiated (i.e. the Provisional designator removed) once the appropriate training has been satisfactorily completed.

P5.3.8 Training, Personal Development and Support

1. Scouts Australia's training and development programs provide a structured scheme for the development of the commitment and understanding of leaders in the values of the Movement, and their competencies in leadership and program delivery.
2. The programs provide for recognition of achievement of competencies internally by the issue of certificates and uniform insignia at defined stages. These insignia include the Gilwell Woggle and the Wood Badge. For industry recognisable achievements, Statements of Attainment and Certificates of Qualification are issued.
3. Trainers are appointed to design, lead courses and assess proficiency relative to role, within the National Training Program.

4. Scouts Australia provides the following support through both its uniformed and non-uniformed organisation:
 - a. Program and activity publications and resources.
 - b. Personal, technical and program assistance.
 - c. Administrative and promotional assistance.
 - d. Physical facilities.
 - e. An environment to assist the upholding of fundamental principles and values and imparting them to young people.`

P5.3.9 Review and Evaluation

1. The review shall encompass training and personal development, role performance, support and personal satisfaction. It shall be jointly carried out by the adult member and the responsible manager at regular intervals, and at least once three months prior to the completion of the appointment term.
2. The purpose of the review is to provide an opportunity for an adult member and responsible manager to discuss in a semi-structured way issues impacting on the performance of the adult member's role and opportunities for future development and service.
3. Depending on the attributes and desires of the adult member, and the needs of Scouts Australia, options including renewal of the existing appointment, reassignment to a different role or appointment, or retirement from adult membership of the Movement shall be canvassed and initiated.
4. It is the aim through this process to come to a common understanding and agreement.

P5.3.10 Renewal

The minimum requirement for renewal of an appointment is satisfactory performance in the role and the adult member's continued ability to meet the selection criteria for the appointment.

P5.3.11 Reassignment

1. Reassignment provides opportunities for:
 - a. Scouts Australia to benefit from the continuous growth of its adult members.

- b. Adult members to undertake service tasks consistent with their growth, experience or varying personal needs and time availability.
 - c. The rebuilding of teams to ensure their ongoing vitality, viability and effectiveness.
2. In the event that reassignment is agreed as the preferred option and cannot immediately be given effect, the adult member may retain continuity of membership by joining a Scout Fellowship.

P5.3.12 Retirement

1. Retirement may occur by resignation of the individual adult member or failure to agree upon a renewal of appointment or reassignment on the completion of the fixed term of an appointment.
2. Continuity of membership in appropriate circumstances may be obtained by joining a Scout Fellowship.

P5.3.13 Scouts Australia Grievance Escalation

In principle, Scouts Australia and its Branches are committed to fostering a fair, respectful, and supportive environment for everyone involved with Scouting and provides clear and accessible processes for addressing grievances.

Scouts Australia and its Branches shall provide and maintain an environment where:

- The parties involved in the grievance are encouraged to, so far as reasonably practicable, attempt to resolve any grievance at the lowest level before escalating the matter;
- Grievances are acknowledged, investigated and resolved promptly and efficiently. However, where the issue relates to a matter of Child Protection or alleged criminal conduct, no investigation shall be initiated by Scouting and shall be escalated to the appropriate authorities immediately;
- All those subject to this Policy are entitled to raise grievances and to be treated with respect and dignity throughout the process and after its conclusion, regardless of its resolution;

- No one raising a grievance in good faith faces retaliation or disadvantage, even if the grievance is not upheld;
- Grievances will be handled with the highest degree of confidentiality;
- All parties involved in the grievance will have the opportunity to contribute to its resolution, explore potential solutions, and collectively agree on the final outcome where possible. Where this is not possible, a final determination by the authorised person in Scouting will be required;
- External third parties may assist in mediating a grievance where appropriate and agreed to by the parties involved, which may include situations where the parties involved cannot reach an agreement on the resolution;
- The physical and mental wellbeing of all parties involved is considered upon receipt of a grievance, with the view to providing appropriate support to all parties involved so far as is reasonably practicable.

It is the responsibility of Branches to establish defined Complaints Management procedures and to communicate them to their Members. Where a specific matter affects Members across multiple Branches, it will be agreed by the respective Branches (who may choose to take advice) as to how the matter will be resolved. This may include, but not be limited to, an investigation undertaken jointly by the respective Branches or an independent party, if that is their wish.

P5.3.14 Dismissal and Discipline

1. Branch procedures will address:
 - a. Summary dismissal, when Scouts Australia's Duty of Care is infringed, or actions bring or are likely to bring Scouts Australia into disrepute, for behaviour that constitutes a risk of harm to youth members, or failure to report allegations of abuse.
 - b. Discipline of members in the event of misdemeanours or infringement of the Code of Ethics and Code of Conduct except for behaviour that constitutes a risk of harm to youth members, or failure to report allegations of abuse – see (a) above.

- c. Conflict resolution in the event of disputes between members or committees.
 - d. Resolution of grievances of members.
2. The Certificate of Appointment and/or the Certificate of Adult Membership shall be withdrawn and/or the Certificate of Proficiency made void if the member's actions have infringed Scouts Australia's Duty of Care, or have brought Scouts Australia into disrepute.

P5.4 YOUNG PEOPLE AS YOUTH HELPERS

1. In its youth Sections, Scouts Australia makes provision for young people below the legal age of adulthood (18 years) to work with Joey Scout Units, Cub Scout Units and Scout Units.
2. These young people shall be appointed in accordance with criteria developed for the role, including:
 - a. Communication skills.
 - b. Relationship skills.
 - c. Belief in Scouting values.
 - d. Desire to do the job.
 - e. Specific task-related activities.
3. Appointments shall be known as Youth Helpers.
4. Scouts Australia provides training courses to assist young people to develop the essential competencies to carry out the role. Appointment is made in accordance with procedures developed by the Branch.
5. The appointment procedures shall ensure Scouts Australia discharges its Duty of Care to parents, guardians and the members of the Section.

P5.5 GRIEF AND TRAUMA COUNSELLING

Branches shall establish a policy and speedily accessible process for the grief and trauma counselling for members involved in incidents on Scout activities.

P6 MANAGEMENT OF THE ROVER SCOUT SECTION

P6.1 OPERATION

The Rover Scout Section shall operate in accordance with the Purpose, Principles, Policies and Rules of the Scout Association of Australia or the relevant Branch.

P6.2 NATIONAL ROVER COUNCIL

1. Authority

The National Rover Council is self-managing and has the authority to operate as set out in the National Rover Council By-Laws.

The National Rover Council reports to the National Operations Committee, of which the National Rover Council Chair is a member.

2. Functions of the National Rover Council

The National Rover Council is the governing body for the Rover Scout Section.

The National Rover Council shall work with Branch Rover Councils to achieve the objectives of the Rover Scout Section and with a defined purpose to improve the quality of the Rover Scout program and to support BRCs in setting and achieving growth targets.

The Chief Commissioner of Australia and the National Rover Council shall consult with each other on issues affecting the Rover Scout Section.

The functions of the National Rover Council are to:

- Develop, implement, monitor and report on strategic plans, including the delegation of certain tasks to BRCs for execution
- Advise and make recommendations to the National Operations Committee, of which the NRC Chair is a member, on issues affecting the Rover Scout Section including policy, training, marketing and program
- Have the NRC Chair or delegate be the spokesperson for Australian Rover Scouts at a National and International level
- Act as a forum for sharing of best practice as well as networking and support between Branches

- Promote contingents to International Rover Scout activities and assist the International Commissioner on staffing decisions for International Rover Scout activities
- Be accountable for raising, dispersing and reporting to members of Rover Scout funds at the National level as necessary to achieve the NRC's purpose.
- Encourage the continuing involvement of Rovers in Scouts Australia and the wider community beyond their time in Rover Scouts.

3. Membership

The National Rover Council consists of the National Rover Council Office Bearers and representatives from each Branch Rover Council.

4. Office Bearers

The National Rover Council shall elect Offices Bearers, consisting of a Chair and at least two others, from the Rover Scout Section as set out in the National Rover Council By-Laws.

5. Meetings

The National Rover Council will meet at least annually at a face-to-face annual general meeting. The National Rover Council will meet as required, at other times, to conduct the business of the National Rover Council.

6. By-Laws

From time to time the National Rover Council may pass By-Laws relating to the conduct of its business or the exercising of its responsibilities.

7. Finances

The NRC are responsible for administering their own finances for the Rover Development Fund and NRC Operations Account in accordance with the National Rover Council By-Laws, supported by the NEC where required.

P6.3 BRANCH ROVER COUNCIL

Branch Rover Councils shall:

1. Formulate rules for the organisation and conduct of the Rover Scout Section within a Branch for approval of the Branch Chief Commissioner.
2. Manage the Rover Scout Section in the Branch in accordance with approved rules.
3. Promote and develop the Rover Scout Section in the Branch.

P7 FINANCE, PROPERTY, INSURANCE AND LEGAL PROTECTION

P7.1 NATIONAL AND BRANCH RULES

Funds that are acquired and expended in the name of the Association are public moneys and the highest level of accountability is obligatory.

P7.2 LEGAL REQUIREMENTS

Property and financial management, including legal liability and insurances shall comply with National or Branch rules as applicable.

P7.3 POLICIES RELATING TO FUNDRAISING

Fundraising and resource procurement shall be conducted in accordance with legal requirements and Branch rules.

P7.4 CONDUCTING FUNDRAISING

Fundraising schemes undertaken by members and supporters, whether conducted for the benefit of Scouting or other organisations, must be consistent with the principles of the Movement and not have an adverse effect on the training of the youth members involved.

P7.5 LEGAL PROTECTION

The Scout Association of Australia and Branches have protected certain badges, marks and clothing designs through either statute, copyright or registration. Any unauthorised person making use of them becomes liable to prosecution.

P7.6 COPYRIGHT

Members shall observe copyright restrictions of both Scouts Australia's and other publishers' works, including printed matter, video and other multi-media material.

P7.7 ENDORSEMENT OF PRODUCTS

Endorsement of products or services shall be made only with the approval of the Chief Commissioner of Australia or the appropriate Branch Chief Commissioner.

P8 COMMUNITY AND EXTERNAL RELATIONS

P8.1 COMMUNITY RELATIONS

All Formations of The Scout Association of Australia and all members of the Movement shall promote:

- a. A positive image of Scouting in the community.
- b. Friendly relations with organisations of complementary or similar aims.
- c. Involvement in and support for relevant community activities.
- d. Government and community recognition of and support for Scouting and its Purpose and Principles.

P8.2 POLITICS

1. Scouts Australia does not promote or oppose any party or candidate for political office. Members of the Movement in uniform, or acting as a representative of Scouts Australia, must not advocate or oppose any political party or candidate for political office.

Scouts Australia and its Branches may authorise the promotion or opposition to a change to any matter of law, policy or practice, if the change would further or oppose its charitable purpose.

2. Members of the Movement, as private individuals, have no restriction on exercising their responsibility as citizens by participating in the country's political processes and government.

P8.3 PUBLIC STATEMENTS

No member of Scouts Australia may express opinions in the public press, or on radio or television on matters of Scout policy or principle without the prior approval of the Chief Commissioner of Australia or a Branch Chief Commissioner or their delegates.

P8.4 SCOUTING AND GUIDING

1. Scouts Australia and members of the Movement shall promote friendly and co-operative relations with the Girl Guides Association to assist both Movements in furthering their aims.

2. The National Council for Guiding and Scouting and Branch Guide/ Scout consultative committees will be supported in strengthening the relationship between the Associations.

P8.5 AUSTRALIAN FELLOWSHIP OF FORMER SCOUTS AND GUIDES

Scouts Australia and members of the Movement shall promote friendly and co-operative relationships with the Australian Fellowship of Former Scouts and Guides and its affiliates, namely: The Baden-Powell Guild of Australia (including all states), the Trefoil Guild of Australia (Guides) and the St George's Guild of Australia. The Australian Fellowship of Former Scouts and Guides (not the Scout Fellowship stated in P&R Rule 10) is a member body for Australia of the International Scout and Guide Fellowship (ISGF).

RULES

R1 NATIONAL ORGANISATION

This Rule summarises provisions of the Royal Charter and By-Laws.

R1.1 MEMBERSHIP OF NATIONAL ORGANISATION

R1.1.1 National Council

The Scout Association of Australia is governed by a National Council, which consists of the following persons appointed or elected in accordance with the By-Laws:

1. The Chief Scout of Australia.
2. The President.
3. The Chief Scout of each Branch.
4. The Chief Commissioner of Australia.
5. The Chief Commissioner of each Branch.
6. Such National Commissioners as the By-Laws of Scouts Australia prescribe shall be members of the Council.
7. Chair of the National Rover Council during the term of office.
8. Such other nominees from the Branches as may be provided for in the By-Laws of Scouts Australia.
9. Such other additional supporters of the Movement as may be provided for in the By-Laws of Scouts Australia.
10. Appointed Life Members.

Members of the Council hold office as prescribed in the By-Laws of The Scout Association of Australia.

R1.1.2 National Executive Committee

The National Executive Committee is a Committee of the Council, appointed on the recommendation of the National Executive Committee:

1. The Chief Commissioner of Australia.
2. One (1) nominee by each Branch.

3. Up to four (4) individuals as nominated by the National Executive Committee.
4. At least two (2) members of the National Executive Committee must be a person under the age of thirty (30) years at the time of appointment.
5. The Chair of the National Executive Committee shall be elected by the National Executive Committee.
6. Vice Chair of the National Executive Committee shall be elected by the National Executive Committee (from its Members).
7. The Chief Commissioner of Australia cannot be appointed Chair or Vice Chair.

R1.1.3 Management and Responsibilities

1. The management of the business of The Scout Association of Australia is vested in the National Executive Committee. It may exercise all such powers and do all such acts and things as may be exercised or done by the Scout Association of Australia, and not by the Royal Charter or the By-Laws expressly directed or required to be exercised or done by the National Council or by the Operations Committee. It will be subject to any regulations made from time to time or directions given by the National Council.
2. The National Executive Committee may appoint such subcommittees and advisory bodies as it considers expedient, each of which shall include one or more persons under the age of thirty years.
3. The National Executive Committee may acquire for the Scout Association of Australia any property, rights or privileges which The Scout Association of Australia is authorised to acquire at such prices and generally on such terms and conditions as it may think fit.
4. The National General Manager is appointed in accordance with procedures agreed by the National Executive Committee, and carries out duties as prescribed by that Committee.
5. The Chair of the Finance Subcommittee is appointed by the National Executive Committee and carries out duties as prescribed in the NEC approved duty statement.

6. The Chair of the National Executive Committee, the National General Manager and the Chair of the Finance Subcommittee rank as Commissioners, and may, if they so desire, wear the uniform of a Commissioner.

R1.1.4 Operations Committee

The Operations Committee consists of the following (voting) persons:

1. The Chief Commissioner of Australia.
2. The Chief Commissioner of each Branch or, if unable to attend, a proxy nominated by the Chief Commissioner of that Branch.
3. The National Commissioners.
4. Chair of the National Rover Council during the term of office, or if unable to attend, a proxy nominated by them.
5. In its composition, the Operations Committee will ensure that its voting membership comprises at least two members under the age of thirty years.

R1.1.5 Management and Responsibilities

Within budgetary approvals of the National Executive Committee, the Operations Committee manages all matters pertaining to the delivery of the Scout Program in accordance with the National Goals, Policies and Rules, and in particular, the following:

1. Develop and implement strategies to ensure growth in youth membership, including measures of performance and processes for reporting progress.
2. Recommend to the National Executive Committee any changes to the educational objectives of the Movement considered desirable.
3. Review and approve changes to the Youth Program.
4. Recommend to the National Executive Committee changes to the Adults in Scouting Policy.
5. Review and approve changes to the Adult Training and Development Program.

6. Review and approve changes to all formal and alternative uniforms, subject to review of financial aspects by the National Executive Committee.
7. Approve competency standards and curriculum for the conduct of youth activities.
8. Co-ordinate and organise National youth events.
9. Develop and encourage international activities and opportunities for young people.
10. Develop and encourage opportunities for effective cooperation between Branches.
11. Develop and encourage interaction with outside bodies where there is some affinity with the interests of Scouts Australia.
12. Appoint such sub-committees and advisory bodies as it considers expedient, each of which shall include one or more persons under the age of twenty-six years.

R1.2 CHIEF SCOUT

1. The Chief Scout of Australia is nominated by the National Executive Committee and is invited by the President of The Scout Association of Australia to accept the appointment.
2. The Chief Scout of Australia may wear the uniform of a Commissioner if he/she desires.
3. The Chief Scout of Australia shall preside at any meeting of the National Council at which he/she is present. On the other occasions, the President shall preside.

R1.3 NATIONAL PRESIDENT

1. The President of The Scout Association of Australia is appointed by the National Council.
2. The President may wear the uniform of a Commissioner if he/she desires.

R1.4 NATIONAL VICE-PRESIDENTS

1. The National Council at its Annual Meeting may appoint not more than two Vice-Presidents for the ensuing year. Those appointed shall hold office until the date of the next Annual Meeting but shall be eligible for re-election.
2. The Vice-Presidents may wear the uniform of a Commissioner if they so desire.

R1.5 CHIEF COMMISSIONER

1. The Chief Commissioner of Australia is appointed by the Chief Scout of Australia on the recommendation of the National Executive Committee.
2. The Chief Commissioner of Australia is the Chief Executive Leader of the Movement in Australia and is concerned with all matters affecting the training of Scouts in Australia.
3. The Chief Commissioner of Australia wears the uniform and badges of a Commissioner.

R1.6 NATIONAL COMMISSIONERS AND ADVISERS

1. National Commissioners may be appointed for specified duties at National level, and act as assistants to the Chief Commissioner of Australia, and work under his/her direction. These appointments always include an International Commissioner, a National Commissioner for Adult Training and Development and a National Commissioner for Youth Program.
2. National Advisers may be appointed for specified duties at National level, to assist and enhance the Scout Program.
3. National Commissioners and Advisers are appointed and retired by the Chief Commissioner of Australia.
4. National Commissioners wear the uniform and badges of a Commissioner.

R1.7 NATIONAL POLICY AND RULES

1. The National Council, through the National Executive Committee, shall develop and promulgate policy and rules which are required to enable it to meet its accountabilities, as specified in Policy P4.1.

2. National policy and rules shall be binding on all Formations of the Movement in Australia, and whilst each Branch may develop and promulgate additional procedures and rules applicable within the Branch, these must not be inconsistent with the National policy and rules contained in the National publication *Policy and Rules*, as amended from time to time.

R1.8 LIFE MEMBERS

1. The National Executive Committee may recommend to the National Council the appointment of not more than three persons annually to become Life Members.
2. On election, a Life Member becomes a member of the National Council.
3. There can be no more than twenty Life Members at one time. To be eligible for Life Membership a person must have given a minimum of twenty years distinguished service to Scouting, at least ten of which must be to the National Council or one of its committees. This distinguished service normally includes at least one leadership appointment or specified management role to Scouts Australia and/or the Asia Pacific Regional Scout Committees and/or the World Organisation of the Scout Movement Committees.
4. Life Membership shall be appointed by resolution of the National Council on the recommendation of the National Executive Committee and with the consent of two-thirds of the members participating in the meeting at which the proposed appointment is considered.
5. Notice of any proposed appointments shall be given in the notice of the Annual Meeting as provided for in By-Law 6.
6. Life Membership may be withdrawn by the National Executive Committee on behalf of the National Council without appeal if the Life Member is convicted of a criminal offence, or acts in a manner which, in the opinion of the National Executive Committee, is not according to the Principles of The Scout Association of Australia or is not in keeping with the Scout Promise and Law.

R1.9 APPOINTMENTS AND RETIREMENTS

With the exception of Chief Scouts and Branch Chief Commissioners all National appointments shall be for a period of up to three years with a maximum period in the one office of six years.

R2 THE BRANCH

R2.1 BRANCH ASSOCIATIONS

The Scout Movement in Australia includes all Formations and members, and is organised and managed by Branches of Scouts Australia subject to certain fundamental policies agreed upon at a National level. The relationship between The Scout Association of Australia and the Branches is in the nature of a federation involving interdependence between Branches and joint action in matters of common interest.

R2.2 STATUS

The Branch is the organisational level authorised by the National Council for the administration and welfare of the Movement within a State or Territory, in accordance with the Purpose, Principles, Method, Policies and Rules of The Scout Association of Australia.

R2.3 THE BRANCHES

The Branches of The Scout Association of Australia are:

- The Scout Association of Australia Australian Capital Territory Branch Incorporated
- The Scout Association of Australia New South Wales Branch
- The Scout Association of Australia Northern Territory Branch
- The Scout Association of Australia Queensland Branch Incorporated
- The Scout Association of Australia South Australian Branch
- The Scout Association of Australia Tasmanian Branch
- The Scout Association of Australia Victorian Branch
- The Scout Association of Australia Western Australian Branch

R2.4 FUNCTIONS

The key functions of the Branch are to:

1. Market and promote Scouting.
2. Increase membership.
3. Provide the staff, facilities and courses necessary to train leaders to meet the required levels of competency.

4. Provide the necessary financial and administrative support mechanisms to enable the Branch and its officers to carry out their responsibilities effectively.
5. Convene an annual meeting at which the audited financial accounts of the Branch and the annual reports of the Chief Commissioner and the Branch Executive Committee are presented.
6. Define and promulgate Branch policy, procedures and rules.
7. Act to protect the use of Scouts Australia's name, trademark and registered designs.
8. Make rules for fundraising conduct either on behalf of Scouts Australia or for other bodies.
9. Ensure that property and personnel within the Branch are adequately protected by insurance.
10. Ensure that titles of properties are in the name of the Branch of The Scout Association of Australia.

R2.5 ORGANISATION

1. Authority to operate a Branch shall be provided by a constitution approved by the National Council, together with any applicable Acts of the State or Territory Parliament.
2. The Branch is governed by the Branch Council, which may appoint a Branch Executive Committee, and other committees and officers as prescribed in the Constitution.
3. Branch organisation may be decentralised to suit the population, demography and current community needs, with Branch functions being devolved to Regions and/or Districts or other Formations as determined by the Branch.
4. Branch organisation may be flexible to allow for changing community needs and the development of the Movement, and there is no requirement for uniformity between Branches or within Branches.

R2.6 CHIEF SCOUT

The Branch may have a Chief Scout, who is invited to accept the appointment by the Chief Scout of Australia on the recommendation of the Branch Council.

R2.7 CHIEF COMMISSIONER

1. The Branch shall have a Chief Commissioner, who is appointed by the Chief Scout of Australia on the recommendation of the Branch Council or the Branch Executive Committee, made through the Branch Chief Scout if appointed, otherwise through the Chief Commissioner of Australia.
2. The Chief Commissioner is responsible to the Branch Council for all uniformed activities in the Branch, in accordance with the Branch Constitution.

R2.8 MEMBERSHIP

Membership is as defined by the Branch Constitution and By-Laws.

R2.9 BRANCH PROCEDURES AND RULES

Branches shall prescribe procedures and rules for the operation of Scouting in the Branch, including:

1. The welfare and protection of members.
2. Establishment, registration and operation of Areas, Regions and Districts.
3. Formation and registration of Groups, and new Sections within Groups.
4. Admission of youth and adult members.
5. Financial management of each Formation in the Branch, including fundraising, vesting of funds, accounting practices, auditing and reporting.
6. Purchase, ownership, vesting, insurance and sale of property.
7. Public Liability and member-to-member insurance, personal accident insurance, directors' liability insurance.
8. Rules for safe practice applicable to members of the Branch.

R2.10 NEW BRANCHES

New Branches of The Scout Association of Australia may be formed by the National Council of the Association as prescribed by its Royal Charter.

R3 SUPPORT FOR GROUPS

Branches shall arrange support for Groups. A Scout District, as provided for below, may carry this out.

R3.1 STATUS

1. The District is the organisational level, which oversees and encourages the development and effective operation of the Movement in a defined community in accordance with the Purpose, Principles, Method, Policy and Rules and Standards of The Scout Association of Australia and the Branch.
2. The authority to operate a District shall be provided by registration by the Branch in accordance with Branch procedures.
3. District support structures may exist to enable the District to function effectively. These structures will be in accordance with Branch procedures.

R3.2 DISTRICT COMMISSIONER

The District Commissioner is the senior leader in the District. The functions of the District Commissioner are:

R3.2.1 Youth Program and General Support

Provide support through consultation and advice to Scout Groups in the District generally, and to Group Leaders in particular, in the following areas:

1. Youth Program and training activities.
2. Recruitment, training and development of leaders.
3. The definition of the performance standards to be achieved by each Group.
4. The preparation of a Group plan by each Group.
5. Marketing and promotion of the Scout Movement.
6. Growth of the Movement.
7. Personnel practices and administration.
8. Property, finance and administration in accordance with Branch procedures.

R3.2.2 Leadership Needs

1. Recommend the appointment, transfer, retirement and cancellation of appointment of leaders in the District in accordance with Branch procedures.
2. Ensure that each Group Support Committee gives the highest priority to the appointment of a Group Leader when required.
3. In the absence of a Group Leader, designate a Leader-in-charge pending the appointment of a Group Leader.

R3.2.3 Scouting Fundamentals

Together with each Group Leader, assess the performance of his/her Group in the delivery of Scouting in the community.

R3.2.4 Planning for Success

1. Generally, oversee the operation of each Group in the District.
2. Encourage each Group in the District to develop to its maximum potential.
3. Promote the growth of Scouting in the District, and in particular the development of Groups to provide opportunities for more young people to participate in the Scout Movement.
4. Recommend the registration of Groups, and new Sections of Groups in the District in accordance with Branch procedures.
5. Recommend the deregistration or other appropriate action of Groups, or Sections of Groups, which cannot meet agreed criteria and goals in accordance with Branch procedures.
6. Ensure that a management committee is established for each camp or activity site in the District and to act as an ex-officio member of each such committee.

R3.2.5 Problem Solving

Investigate and settle disputes in the District in accordance with the conflict resolution procedures of the Branch.

R3.2.6 Effective Communication

Co-operate with and maintain good relationships with other youth organisations in the community, particularly Girl Guides Australia, and with community leaders generally.

R3.2.7 Recognise Performance

Recommend decorations and awards for leaders and supporters in the District in accordance with National and Branch procedures.

R3.3 DISTRICT LEADERS

Assistant District Commissioners and District Leaders may be appointed on the recommendation of the District Commissioner, in accordance with Branch procedures, to assist the District Commissioner in specific aspects of their responsibilities.

R4 THE SCOUT GROUP

R4.1 PURPOSE

Scout Groups exist to deliver the Scout Program to meet the needs of young people in their local community in accordance with the Purpose, Principles, Method, Policy and Rules and Standards of Scouts Australia and its Branches.

R4.2 ORGANISATION

1. The authority to operate a Scout Group is provided by registration by Branches.
2. A complete Group consists of a Joey Scout Unit, a Cub Scout Unit, a Scout Unit, a Venturer Scout Unit and a Rover Scout Unit but may at any time consist of one or more age sections. A Group may have multiple Units of the one type.
3. The management, leadership and support of the Group is carried out by a Group Leader, Group Council and Group Support Committee, whose roles are defined.
4. Community bodies or corporations may establish Scout Groups and are referred to as the Sponsoring Authority. They shall enter into an agreement with the Branch, which shall identify the responsibilities and obligations of both parties.
5. Scout Groups may be established to enable young people with special needs to participate in the Scout Program.
6. The establishment and registration of new Groups, the re-registration of existing Groups, and the establishment of new age sections within Groups shall be in accordance with Branch procedures.

R4.3 GROUP LEADER/ASSISTANT GROUP LEADER

The Group Leader/Assistant Group Leader is part of a wider Program Support Team to enable Youth Program Leaders in the sections/units to perform their role. A description of the Group Leader/Assistant Group Leader Role, Responsibilities, Attitudes, Skills and Knowledge required is produced by Scouts Australia, supplemented by Branches periodically.

R4.4 ABSENCE OF GROUP LEADER OR SECTION LEADER

1. In the absence of a Group Leader, a Leader-in-charge shall be designated, pending the appointment of a Group Leader.
2. In the absence of a Unit Leader, the Group Leader/Assistant Group Leader, in consultation with the Group Council, may personally assume temporary responsibility for the Unit, or may appoint another leader temporarily, pending the appointment of a Unit Leader.

R4.5 GROUP COUNCIL

1. The Group Council consisting of all the leaders of the Group shall meet regularly to discuss and co-ordinate matters affecting members of the Group, including membership, planning, programming, training and joint events.
2. The Group Council formulates requests to the Group Support Committee through the Group Leader in respect of finance, equipment, accommodation, leadership and other matters where assistance is required.
3. Group Council meetings are normally chaired by the Group Leader or their delegate in their absence..

R4.6 GROUP SUPPORT COMMITTEE

1. Each Group shall have a Group Support Committee established and operating in accordance with Branch procedures to provide such support and resources as the Group may require.
2. The Group Support Committee is not responsible for the training of invested members, which is the responsibility of the Group Leader.
3. The Group Leader shall be a member of the Group Support Committee.
4. A Group which consists only of a Rover Scout Unit is not required to form a Group Support Committee.
5. The functions of the Group Support Committee are to:
 - a. Ensure that the Group has adequate funding to enable it to provide high quality programs to the members at an acceptable cost.
 - b. Ensure that proper records are kept and that all funds are accounted for in accordance with Branch procedures and statutory requirements.
 - c. Arrange and provide suitable accommodation to enable the Group to carry out its training program.

- d. Provide and maintain equipment required by the Unit(s) of the Group in liaison with the Group Council.
- e. Assist the Group Leader to recruit, retain and support leaders for all Unit(s) of the Group.
- f. Recommend the appointment of a Group Leader, in accordance with Branch procedures, to be the senior leader of the Group, and carry out the functions prescribed from time to time..
- g. Ensure that all persons in direct contact with the youth members of the Group are of exemplary character and are fit and proper persons to carry out their role of leading young people.
- h. Assist the Group Leader with the implementation of the Group plan and receive reports on progress.
- i. Assist members of the Group to secure and maintain employment.
- j. Establish and maintain good relationships with other community organisations and community leaders generally.
- k. Convene an Annual Reports Presentation at which the verified financial statements of the Group and the annual reports of the Group Leader, Unit Leaders (in need) and the Group Support Committee are presented.

R4.7 GROUP FINANCE AND PROPERTY

1. Group property, including real estate must be vested in the name of the Branch of Scouts Australia in accordance with Branch rules.
2. Subscriptions, paid by Unit members for meeting the specific needs of the Unit, will be held in the Group bank account with appropriate delineation and made available as required by the Group Support Committee in consultation with the Group Council.
3. Money received on behalf of a Rover Scout Unit or a Venturer Scout Unit may be held in a Unit bank account and administered by the Unit concerned.
4. The accounts of Unit funds, regardless of separate banking arrangements, will be consolidated in the annual verified financial statements of the Group in accordance with Branch procedures.

R5 THE SECTION

Scouts Australia has five age sections. These are:

- Joey Scouts
- Cub Scouts
- Scouts
- Venturer Scouts
- Rover Scouts

The Scouts Australia Program Handbook is the primary source of information regarding the age sections of Scouting. It outlines the guidelines and content for the program. Key elements are summarised below.

R5.1 EDUCATIONAL OBJECTIVES

Each age section has educational objectives that should be achieved through engagement with the program.

R5.2 METHOD

The development of young people is through participation and involvement in activities, learning through opportunities. A lot of development occurs through participation in small peer groups called Patrols, providing opportunities for practicing team leadership skills, including planning, organisation, control, communication and representation.

The program is designed to provide opportunities for the development of relationships skills, values and abilities through doing activities, playing games, helping others, and participation. This evolves through the sections to include development of initiative and independence through broader outdoor, community and international experiences, and increased responsibility for self and peers including management of all elements of the Unit.

R5.3 MEMBERSHIP

The young person must have had their fifth birthday and be eligible for school prior to commencing in Scouting. At the commencement of each section, a member will make the Scout Promise. Young people may join a section either as new members (with no prior Scouting involvement) or as existing members transitioning between age sections.

Youth can commence their progression to the Cub Scout section at any time after their eighth birthday and will have completed their progression by their ninth birthday.

Youth commence their progression to the Scout section at any time after their eleventh birthday and will have completed their progression by their twelfth birthday.

Youth commence and complete their progression to the Venturer Scout section in the lead up to their fifteenth birthday. The young person must have had their fourteenth birthday prior to commencing in this section.

Young adults commence their progression to the Rover Scout section in the lead up to their eighteenth birthday.

In circumstances where a young adult has not yet completed Year 12, and have had their eighteenth birthday, the young adult may elect (with the approval of the Unit Council), to stay in the Venturer Scout section no later than December 31st of their 12th year of school.

Linking to a Rover Scout Unit will occur before December 31st of their 12th year of school.

Venturer Scouts who do not progress to the Rover Scout section until the completion of year 12, and who will turn 18 in that time, must act in accordance with their Branch regulations regarding Youth and Adult membership. This may require terminating Youth membership status and applying for Adult membership. This may also require:

- a re-commitment to the Scout Promise & Law
- signing of the Adult Code of Conduct and Code of Ethics
- provision of authority to make enquiries as to the suitability of Adult membership as per P5.3.6
- issuance of a Certificate of Adult Membership
- any other requirements of Adult Membership defined by the policies of the relevant Branch.

Members reach the end of the Scouting Youth Program, and will leave the Rover Scout section, no later than their twenty-sixth birthday.

It is recognised some young people with special or cultural needs may require additional considerations regarding age and their developmental levels. As these cases will be highly individual, each Branch should establish mechanisms to enable such accommodations to be considered. This should occur in consultation with the youth member's parents/guardians, the Group Council, and the youth member where possible

R5.4 ORGANISATION AND LEADERSHIP

Each section may be organised in small groups.

- In the Joey Scout section, these may be ad-hoc rather than a permanent structure.
- In the Cub Scout and Scout sections, these are led by a Patrol Leader and Assistant Patrol Leader and often consist of approximately six members.
- The Venturer Scout and Rover Scout sections will often function as a larger cohort, known as a Unit, with ad hoc groupings existing for specific purposes.

Each section will have a Unit Council. Guidelines regarding the construct of this is outlined in the Scouts Australia Program Handbook.

The Section Leader takes charge of the Unit with the help of at least one other leader, subject to the general supervision of the Group Leader. The Section Leader ensures, as far as possible, all Scouts are given opportunities to develop leadership skills and be given responsibilities suited to their age and stage of development.

The Joey Scout section requires a ratio of one adult to five children.

Youth Helpers, young people aged less than 18 years of age, may support the program in the Joey Scout, Cub Scout and Scout sections.

Preferably, when there are female youth members in a Unit there should be a female leader, and preferably when there are male youth members in a Unit there should be a male leader.

In seeking parent/guardian approval for attendance at Patrol or Unit overnight activities, advice must be provided on the leadership attendance and sleeping arrangements.

R6-R8 RULES HAVE BEEN REMOVED

R9 ROVER SCOUT SECTION

R9.1 METHOD

1. The development of Rover Scouts is through membership of a young adult grouping called a Rover Scout Unit, which is fully self-managed. Opportunities exist for a wide range of management and organisational responsibilities at all Formations of the Movement, e.g. Branch and National Rover Councils.
2. The program requires Rover Scouts to exercise commitment to a code of living based on Scouting values, and to demonstrate a high degree of management and relationship skills in performing community services and participating in a wide range of activities.

R9.2 ORGANISATION AND LEADERSHIP

1. A Rover Scout Unit may function within a Group, District, or any other Formation of Scouts Australia as approved by Branch.
2. Each Rover Scout Unit shall be approved and registered in accordance with Branch procedures.
3. Each Rover Scout Unit shall elect a Unit Leader who is responsible for the management of the Unit.
4. Rover Advisers are selected by the Unit to advise them as required and are recommended for appointment in accordance with Branch procedures.

R9.3 ROVER SCOUT SERVICE AWARD

The Rover Scout Service Award is awarded by Branch Rover Councils on the recommendation of a Rover Scout Unit, Region Rover Council, or the Branch Rover Council itself to Rover Scouts, Rover Advisers, other uniformed members of the Scout Movement, and/or non-uniformed people, who give outstanding service to the Rover Scout section.

Details of the Rover Scout Service Award are provided in the Scouts Australia Uniform Standard..

R10 SCOUT FELLOWSHIP

R10.1 PURPOSE

Scout Fellowship provides opportunities for adults to experience the fellowship of Scouting and provide service to Scouts Australia and the community.

R10.2 MEMBERSHIP

Adults who undertake to comply with the Scout Promise and Law, the Purpose and Principles of Scouts Australia, and affiliate with a Fellowship attached to a Formation of Scouts Australia.

R10.3 ORGANISATION AND LEADERSHIP

Scout Fellowships are organised in a manner approved by the relevant Branch Chief Commissioner.

R10.4 INSIGNIA

Where Branch permitted, a badge with a Scouts Australia logo emblem on a teal background with the words Fellowship is worn on the right sleeve in a similar location to District/Region Badges.

R11 PERSONAL LEARNING AND DEVELOPMENT

R11.1 ADULT TRAINING AND DEVELOPMENT SCHEME

The Scout Association of Australia is responsible for designing and operating a national curriculum for the training and development of adults in all functions and at all levels. This system includes the integration of the new leader, basic and advanced training and support for all adults for the duration of their appointment. The system includes the acquisition and development of the knowledge and skills necessary for each function and the personal development of adults. It is flexible and allows for previous experience and skills to be assessed and allows for the acquisition of additional skills and knowledge.

R11.1.1 Program

1. The Adult Training and Development system is specially designed for Australian adults in Scouting and Australian conditions. It complies with the objectives of the World Scout Committee.
2. The system consists of Preliminary, Essentials, Adventure, Management, Leadership and supplementary training.
3. Essentials, Adventure or Management, dependent on role, training will normally be completed within six months of entry into the Movement. This results in presenting the Gilwell Woggle, and Certificate of Proficiency.
4. Leadership training will be completed in line with their annual Individual Adult Volunteer Plan discussion but not exceeding three years from appointment including an evaluation period of at least four months. This results in presenting the Wood Badge, including a set of wood beads, a parchment and Gilwell Scarf.
5. Supplementary training programs are offered in specific areas.
6. Rover Scouts are eligible to complete Wood Badge Training. To complete Leadership Training, Rover Scouts must be in a leadership role within Scouting and be able to fully demonstrate the evaluation requirements for the Wood Badge. This should take place over a minimum of four months and can occur from a Rover Scout Unit level through to National level. The Branch Adult Training and Development Commissioner would co-ordinate, and be responsible for, the final evaluation.

7. A comprehensive system of Training of Trainers at Scouting Essentials, Scouting Adventure, Scouting Management, and Scouting Leadership levels, supports the Training and Assessment personnel.

R11.1.2 Recognition of Prior Learning/Current Proficiency

A National procedure for the recognition of prior learning and of current proficiency has been developed, enabling Adult Leaders to demonstrate the transfer of the full range of an individual's skills and knowledge, irrespective of how it has been acquired, to their Scouting role.

R11.1.3 Personnel

The following positions support the delivery and ongoing support of training:

1. National Commissioner, Adult Training and Development who is responsible for the development and coordination of the National Adult Training & Development Curriculum.
2. Leader Trainers and Assistant Leader Trainers appointed nationally to conduct training programs.

R11.2 SCOUTS AUSTRALIA INSTITUTE OF TRAINING

The Scouts Australia Institute of Training (SAIT) is an Enterprise Registered Training Organisation (RTO - Number 5443) and is authorised by the Australian Skills Quality Authority (ASQA), the national regulator, under the Commonwealth National Vocational Education and Training Regulator Act 2011, to train and assess candidates and to issue Qualifications and Statements of Attainment under its Scope of Registration.

R11.2.1 Purpose

Its primary purpose is to enable youth and adult members of Scouts Australia who meet the required competencies of the respective Unit of Competency and Qualifications as defined in SAIT's registered Scope. Most Qualifications registered on Scope are normally attained through work associated in Adult Training & Development and predominantly the Wood Badge Training Program for adults, but other avenues exist. Equivalent training and development opportunities exist for Youth members to be assessed for SAIT Qualifications by work associated with the Youth Program predominantly through achievement of the Peak Award and the Outdoor Adventure Skills, Performing Arts and other

activities and events. Recognition can also be given to activities and events undertaken outside of Scouting.

R11.2.2 Structure

SAIT is required to have a management structures in place that administer, manage and operate the ERTO, and conform to the strategic and operational functions expected by ASQA in meeting compliance as well as the expectations of SAIT's parent body – The Scout Association of Australia.

Structures and appointments related to the SAIT are specific in nature and all exercise a degree of control or influence over the management or direction of the SAIT, in accordance with specific roles and responsibilities. Furthermore, the strategic and operational functions of the SAIT are distinctly articulated through the relevant Terms of Reference.

SAIT is managed by the SAIT Committee a Sub-Committee of, and reporting to, the National Operations Committee through the Principal and operationally led by a Principal and Principal Team.

The Principal of SAIT is a National appointment at volunteer Commissioner rank and is appointed for an initial period of 3 years. The appointment may be extended for an additional 3 years with the approval of the Chief Commissioner of Australia. After a total of 6 years, the position may be advertised.

R12 SAFE PRACTICE

R12.1 BRANCH PROCEDURES

Branches shall prescribe the following procedures for the safe conduct of activities for each Section:

1. Procedures for approval to conduct the activity.
2. Appointment of the authorised person in charge.
3. Information for, and approval from, parent/guardian. The information must include leadership attendance, sleeping and transport arrangements.
4. Emergency arrangements including first aid.
5. Transport to and from the activity.

R12.2 TRANSPORT

When transport is being arranged the following rules shall apply:

1. All vehicles shall be registered and carry current third-party insurance.
2. Drivers shall be licensed. In the case of provisional licences, the authorised person in charge of the activity shall approve, or otherwise, the use of the driver.
3. Local traffic regulations relating to seating, seat belts, loading, speed and the consumption of alcohol and drugs shall be observed.
4. Motorcycles may be used by the licensed owner but the carrying of youth members as pillion passengers is prohibited.
5. Hitchhiking by members is prohibited.
6. In the event of an accident in which any person is injured, Branch shall be advised in accordance with Branch procedures.

R12.3 TRAFFIC SAFETY

The person in charge of any group of Scouts marching, walking or cycling on or adjacent to a public roadway, must take all possible precautions to ensure their safety including the use of traffic pickets when appropriate.

R12.4 DRUGS AND ALCOHOL

The consumption of alcoholic beverages and other performance-affecting drugs by participants prior to or during a day-to-day or adventurous activity is prohibited. Branches are responsible to prescribe rules for the safe consumption of alcohol by adults at Scouting functions.

R12.5 FIREARMS

1. Firearms shall not be brought into or stored on any ASSOCIATION property except with the prior approval of Branch.
2. Scouts shall not use firearms except on an official shooting range under an authorised person in charge.

R12.6 FIRE

The person in charge of an outdoor activity at which fire is used for cooking or campfires shall ensure that local statutory rules are observed and that participants take adequate fire safety precautions.

R12.7 PIONEERING ACTIVITIES

Pioneering is a day-to-day program activity involving special risks, which require special precautions when erecting and dismantling structures. Pioneering is a fundamental scouting skill, using the scout method, including the patrol system, to plan and create temporary gadgets and structures from predominately naturally occurring materials.

Leaders who have completed Basic and Advanced Leader Training Pioneering sessions, may construct and supervise pioneering structures, including rope bridges, where a person may be standing (foot height) up to a maximum of 2m off the ground.

Leaders who have completed additional specialist training in pioneering may construct and supervise pioneering structures, including rope bridges, where a person may be standing (foot height) over 2m off the ground. Before such structures are constructed, appropriate control measures, e.g. helmets, must be documented and implemented, subject to Branch approval and in compliance with State and Territory regulation.

Suitable four-point attachment helmets which comply with current Australian standards, e.g. hard-shelled bicycle, caving, rock climbing (not construction) helmets, must be worn for pioneering activities where head injuries are a potential.

Flying foxes and aerial runways may only be constructed by suitably trained and qualified individuals, and subject to Branch approval and in compliance with State and Territory regulation.

R12.8 SLEEPING AND BATHROOM PROVISIONS

1. Consideration for sleeping, changing and bathroom facilities for members needs to be in keeping with legal requirements and Scouts Australia's Child Protection Policy.
2. Provision shall be made for separate private changing facilities and ablutions for youth members and Adult Leaders.
3. In every camp or overnight activity each person must have separate bedding.
4. Where possible, separate sleeping accommodation, tents or suitably partitioned dormitories are required for boys, girls, male and female Adult Leaders.
5. Transgender or gender diverse members should be supported to use ablutions and changing facilities in line with their affirmed gender identity, or gender-neutral facilities if available and preferred.
6. Sleeping arrangements should align with what transgender and gender diverse members are comfortable with, in line with their affirmed gender identity. For minors, this should be in consultation with their Parent(s) or Guardian(s).
7. When updating/ building facilities, if financially viable, preference should be given to suitable gender-neutral bathroom facilities that provide individual privacy.
8. Branches may prescribe additional rules.

R12.9 KNIVES

Knives other than clasp knives are prohibited.

R12.10 SWIMMING: JOEY SCOUTS, CUB SCOUTS, SCOUTS

The person in charge of a swimming party of Joey Scouts, Cub Scouts or Scouts shall take the following precautions:

1. The safety of the place must be checked for depth, currents, underwater obstacles, etc.

2. A responsible adult must be appointed to take charge and personally supervise the activity.
3. The Buddy System must be used, with all swimmers paired off and each swimmer accepting responsibility for keeping the other in view and reporting any mishap or disappearance. The supervising adult must call for regular buddy checks.
4. Two competent swimmers equipped with a lifeline must remain on guard as pickets during the activity.
5. In properly supervised swimming baths these rules may be modified at the discretion of the person in charge of the activity.

R12.11 SWIMMING: SCOUT PATROLS

In the case of Scout Patrol activities where no adult is present, the leader shall take the following precautions prior to the activity:

1. The parent/guardian must be advised that swimming is proposed without adult supervision.
2. The site must be checked for safety by a responsible adult.
3. The Patrol Leader must be briefed by the leader on the requirements of Rule R12.10.
4. The Patrol Leader must undertake to comply with the provisions of Rule R12.10 with the exception of adult supervision.

R12.12 SWIMMING: VENTURER SCOUTS

Venturer Scouts must exercise all reasonable precautions when swimming.

R12.13 BOATING

1. Branches shall prescribe procedures and rules for the issue of Boat Certificates and Charge Certificates, and shall specify construction, positive buoyancy, maintenance and operational requirements.

2. The Branch rules shall cover compliance with relevant statutory regulations, the compulsory use of personal flotation devices in all circumstances, and the swimming capabilities of participants. The Branch rules shall apply to boats, canoes, kayaks and rafts.

R12.14 ROVER SCOUT ACTIVITIES

1. Branch Rover Councils may develop rules consistent with Scouts Australia's Duty of Care and relevant community standards for observance by Rover Scouts undertaking adventurous activities. These rules may be subject to approval by the Branch Chief Commissioner.
2. In any activity involving Rover Scouts and youth members, National rules specified in *Policy and Rules*, and Branch rules promulgated by Branches shall apply.

R12.15 AIR ACTIVITIES

All air activities shall be conducted in conformity with civil aviation regulations.

R12.16 ADVENTUROUS ACTIVITY PROGRAMS

All activity programs including adventurous activity programs shall be based on documented community standards. These programs may include:

1. Abseiling
 - Canyoning
2. Air Activities and Flying:
 - Parascending
 - Parasailing
3. Alpine Activities:
 - Snow play
 - Snowboarding
 - Snowshoeing
 - Downhill skiing
 - Ski touring
 - Snow camping
4. Bushwalking
5. Challenge Ropes

6. Cycling
7. Four Wheel Driving
 - Off road pursuits
8. Flying Foxes
9. Horse Riding
10. Rock Climbing
 - Artificial walls
11. Water Activities
 - Canoeing/kayaking
 - Sailing
 - Scuba diving
 - Sailboarding
 - Yachting

R13 DECORATIONS AND AWARDS

In keeping with World Policies, Scouts Australia has in place a recognition system for members and supporters of Scouting.

This system includes:

- i. Acknowledgement of service
- ii. Awards for gallantry
- iii. Awards for meritorious conduct
- iv. Awards for contribution and achievement
- v. Badges for competency attained
- vi. Badges for participation in major events

Details of these awards, their levels (and requirements), the accompanying badges and insignia and how they may be worn are detailed in the Youth and Adults Uniform Standards and in various other program resources.

Also included in these standards is information on the suitability and wearing of awards and recognition from bodies external to Scouts Australia.

Key rules in relation to the awards systems are:

1. Scouts Australia reserves the right to withdraw Awards already granted if the recipient's subsequent behaviour is contrary to Scouts Australia's values, Code of Ethics or Code of Conduct.
2. All Decorations and Awards (Badges, Ribbons, Medals, etc) recognising contribution or achievement by members and supporters of Scouts Australia are the copyright of Scouts Australia and may not be reproduced without the specific approval of Scouts Australia.
3. Many of the awards are associated with periods of service but under exceptional circumstances the typical service period may be reduced to recognise highly intense/complex periods of special activity and special effort.
4. Rover Scouts may be considered for an Adult Recognition Award where their contribution to Scouting is beyond the level of service expected of a participant in the Rover Scout section. Where the contribution spans across more than 5 years, then the Rover Service Award is to be considered.
5. Each Branch should develop procedures so that recommendations may be initiated by any member or formation of the Scout Movement and may be sent directly to the relevant Branch Chief Commissioner. Certificate and distinctive cloth emblems are issued with the awards as appropriate.

6. Awards consist of:
- a. Special Service Award, Meritorious Service Award, Outstanding Service Award and Silver Wattle by a Branch Chief Scout or by the Chief Scout of Australia (according to the practice of the Branch) on the recommendation of a Chief Commissioner.
 - b. Distinguished Service Award, Silver Koala, Silver Emu, National President's Award and Silver Kangaroo by the Chief Scout of Australia on the recommendation of the Chief Commissioner of Australia.
 - i. Each of the Branch Chief Commissioners to submit to the Chief Commissioner of Australia the names of the leaders from the Branch recommended for an award;
 - ii. The Chief Commissioner of Australia can add names to the list;
 - iii. Where the Chief Commissioner of Australia disagrees with a Branch nomination or where a Branch Chief Commissioner disagrees with a decision made by the Chief Commissioner of Australia and they are unable to resolve the dispute, a Committee of three Branch Chief Commissioners shall review the decision.
 - iv. Neither the National Chief Commissioner nor the proponent Branch Chief Commissioner will be part of the review Committee (but can be asked for information to assist the review process). Three Branch Chief Commissioner's will be drawn from across the Branches to ensure a fair representation of large to smaller Branches. The Chair NEC will appoint the Review Committee.
 - v. The meeting of this Review Committee shall decide (by simple or some other majority) the names and awards that the Chief Commissioner of Australia should forward to the Chief Scout of Australia where there was previously a disagreed position.
 - vi. The review process is to be completed quickly. As a guide, within 2 days of the Committee being appointed the "objecting" Commissioner should submit in writing the reasons for their objection. The proponent Commissioner should then have 2 days to respond. The Committee shall be able to request further information, but is expected to determine the matter within 10 days from appointment.
 - c. The Chief Scout of Australia, on the recommendation of the Chief Commissioner of Australia, may make an award under the Scouts Australia Adult Recognition Awards scheme to a member of a Scout Association affiliated with the World Organisation of the Scout Movement.

The Rover Scout Service Award, is also recognised as an Adult Recognition Award. This Award may be given at any time during the year.

R14 UNIFORM, BADGES AND INSIGNIA

The Uniform is an item of clothing that unifies all members of Scouting in Australia. Sharing similarities with other Scout Uniforms throughout the World (in particular the scarf/ neckerchief and the World Scout Emblem badge), it clearly identifies its wearer, as a member of a National Scout Organisation (NSO), of the World Organization of the Scout Movement (WOSM), and all of the wonderful things associated with that.

The rules relating to the composition and wearing of the Australian Scout Uniform are detailed in the Youth and Adults Uniform Standards – refer Key Resources.

No alterations or additions may be made except for authorised badges and insignia.

R15 GENERAL RULES

R15.1 TRAVEL

1. Members proposing to travel as Scouts within another Branch must seek prior approval from their own Branch in accordance with Branch rules.
2. Members proposing to travel overseas as members of Scouts Australia must seek prior approval from the International Commissioner of Australia and follow the requirements of the International Travel Guide (refer Key Resources > Procedural Documents).
3. The International Commissioner of Australia will seek approval from the Branches for all members proposing to travel overseas before issuing an approval to travel that includes verification of membership and child protection requirements.

R15.2 SCOUTING PROTOCOLS

There are a number of formal protocols used in Scouting (e.g., Flags, Salute, Scout Sign, Left handshake, Parades) that serve to show respect to our nation, community and each other. Details are contained in the Flag Standard and Guide to Ceremonies in Key Resources.

R15.3 PUBLIC PERFORMANCES

Members in Scout uniform may participate in their own stage shows but before participating in public performances or digital medial (including television and social media), prior permission is required in accordance with Branch rules. It is important to also respect the privacy of others.

R15.4 MOURNING

Uniformed members of Scouts Australia when mourning may wear a 5cm black crepe band around the bottom of the left sleeve.

APPENDICES

A1 The Australian Scout Environment Charter

A2 Organisation Chart

A3 Salute Illustrations

APPENDIX 1: THE AUSTRALIAN SCOUT ENVIRONMENT CHARTER

A Scout cares for the environment by:

- **Protecting and improving biodiversity**

Scouts protect biodiversity by caring for plants, animals and their habitat. They make sure their adventures in the outdoors only have positive impacts on the variety of ecosystems they visit. Scout campsites and properties are managed so existing wildlife habitat is protected and degraded habitat is restored.

- **Living sustainable lives by taking action to reduce negative impacts**

Scouts aim to reduce their environmental footprint by acting to reduce, reuse and recycle waste, and minimise use of energy and water at scouting events and in their daily lives. Scouts support healthy environments by reducing the risk from harmful substances, minimising the use of non-renewable resources, embrace sustainable energy technologies and protecting our clean air and water.

- **Learning about the environment and inspiring others**

Scouts join their communities in activities that encourage life-long learning about the environment. Scouts develop innovative education activities and inspire others to be involved with their journey to take care of our environment.

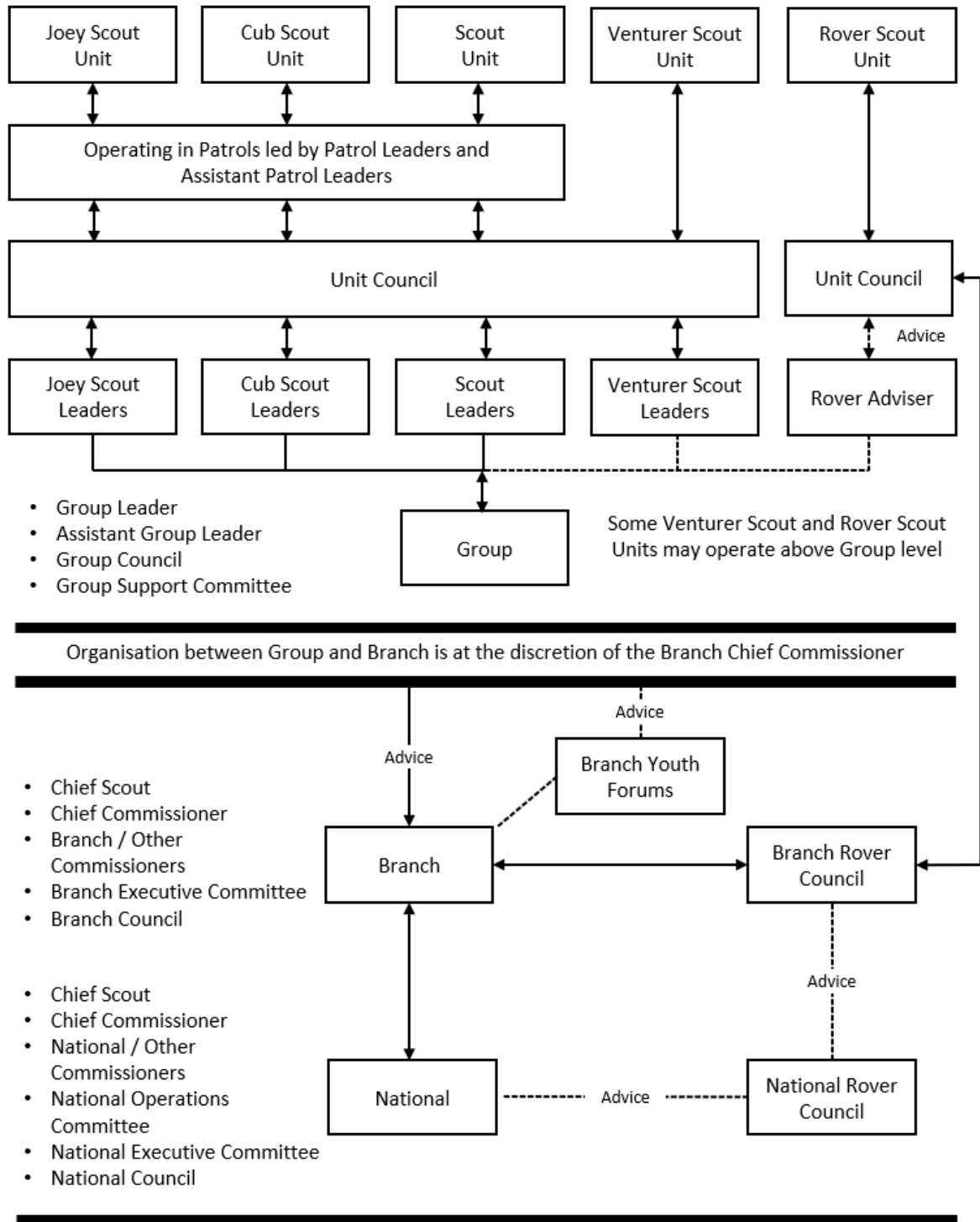
- **Thinking global acting local**

Scouts adapt their activities at a local level to minimise impacts that change the Earth's natural processes. Scouts are creating a better world through activities that tackle our environmental, social and economic challenges. They will develop strategies to be prepared for changes in weather conditions that will occur due to climate change.

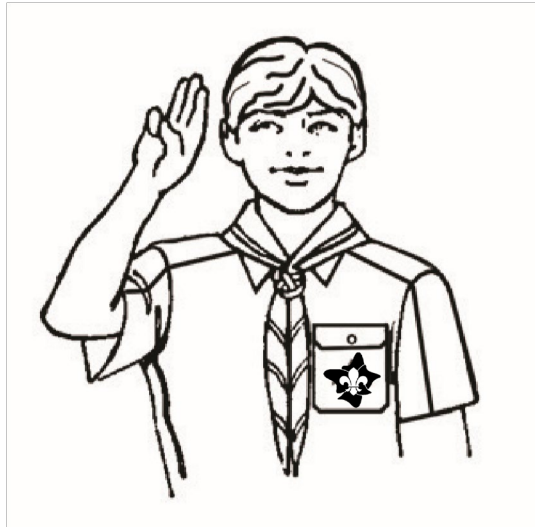
- **Enjoying and connecting**

Scouts take time to enjoy the environment through passive or active pursuits. They develop connections to the environment with its beauty, drama and excitement.

APPENDIX 2: ORGANISATION CHART



APPENDIX 3: SALUTE ILLUSTRATIONS



Salute



Scout Sign