



# SCOUTS CANADA

## Procedures for the Screening of Adult Volunteers

**Registered Section Leadership (Scouters, defined as Registered Adults):**

**Colony, Pack, Troop and SCOUTSabout**

Each Colony, Pack, Troop and SCOUTSabout must have a minimum of two Scouters. In total, the minimum ratio of Scouters to members for a Colony or Jr. SCOUTSabout is 1 – 5; or 1-6 for Pack, Troop or Sr. SCOUTSabout. (See also *Camping/Outdoor Activity Guide, Appendix A* for Beaver and Cub Camping ratios.)

**Scouters-in-Training, (16 or 17 year olds who are registered to work with a Beaver Colony, Wolf Cub Pack or a Scout Troop)**

SIT's working with the Colony and Pack sections can be included in the Scouter/member ratio provided they have successfully completed the Basic Learning Objectives for the section in which they will be working.

**Venturer Companies and Extreme Adventures** must have one Scouter who is at least 21 years of age.

**Rover Crews** must have one Scouter who is at least 25 years of age.

**Adult Supervision:**

**In exceptional circumstances** where one or more Scouters is unable to attend a meeting/activity, another registered Scouter should be recruited to take his/her place. If this is not possible a parent/guardian may be recruited to fill in.

**Note: In this situation, at least 50% of the leadership team must be Registered Scouters.**

**STEPS TO FOLLOW:**

1. Determine adult category.
2. Determine activity type.
3. Proceed with appropriate screening process.

| Adult Category    | Parent/Guardian   | Volunteer Helper/Resource Person  |  | Scouter   |
|-------------------|---|---|--|---|
|                   | Definition: non-registered adult accompanying their registered child/youth at any time                            | Definition: non-registered adult or parent NOT accompanying their child/youth                                     |  | Definition: Registered Adult  |
| Activity Type     | All Activities  | Day event   | Overnight  | All Activities  |
| Screening Process | Discussion of expectations.<br>Introduction of individual to youth, including their role.<br>Duty of Care review. | Discussion of expectations.<br>Introduction of individual to youth, including their role.<br>Duty of Care review. | Orientation to the role and expectations (job description if available)<br>Personal Reference Checks (3)<br>Clean current Police Records Check as verified by Group Cmte. Chair/ Group Commissioner.<br>Duty of Care review.<br>Introduction of individual to youth, including their role. | Application of Membership<br>Applicant Interview<br>Confidential List Check<br>Personal Reference Checks (3)<br>Clean Police Record Check submitted to Council office.<br>Orientation and Probation (Job description, if available)<br>Duty of Care review.<br>Parent's Guide to Preventing Child Abuse<br>Introduction of individual to youth, including their role.<br>Further development as required<br>Evaluation of Performance |