



# NEW SCOUTER WELCOME KIT



# My New Scout Group

Group Name: \_\_\_\_\_

Section: \_\_\_\_\_

Area: \_\_\_\_\_

Council: \_\_\_\_\_

Meeting Location	Location	Meeting Day & Time	Day/Time
Scouting Role	Name	Phone: Home Phone: Cell	Contact Email
Section Contact Scouter			
Section Scouter			
Section Scouter			
Section Scouter			
Section Scouter			
Section Scouter			
Group Commissioner			
Group Registrar			
Area Commissioner			

## Your path to becoming a Scouter:

Register on [MyScouts.ca](https://myscouts.ca) as a Volunteer and log in to your [MyScouts.ca](https://myscouts.ca) account.

- Provide a clean Police Records Check (PRC), including a Vulnerable Sector Search (VSS)
- Complete a screening interview with two registered Scouters from your Group or Area (Int)
- Provide five personal references, including email addresses, to be checked by BackCheck (Ref)
- Sign Scouts Canada's Code of Conduct (CoC)
- Complete Scouting Fundamentals training (SF, RIS, Acc)

The above must be completed before you begin your Scouting role and within 90 days of application.

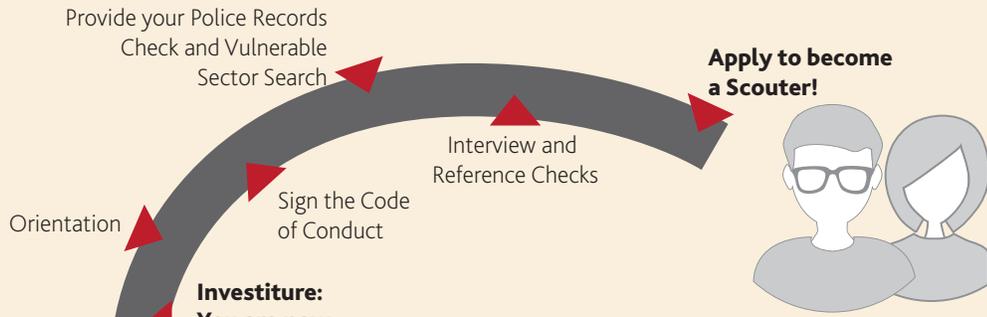
- Complete an Orientation to Scouting, either online or with your Group Commissioner
- Learn the Scout Promise & Law, and be invested by your Group
- Complete Wood Badge I training by August 31st (WBI)

You've made the decision to share your time with the Scouting movement! Now what? Here is an overview of the learning opportunities that you will have during your first year of Scouting. Remember, there are always resources available to help you should you have any questions along the way!

SUMMER



APPLICANT



FALL



WINTER



SPRING



SCOUTER

# Contents

My New Scout Group .....	2
New Scouter Welcome Kit .....	5
Welcome to Scouting .....	6
Volunteering with Scouts Canada .....	10
Welcome & Orientation .....	11
Becoming a Scouter .....	13
The Essentials of Scouting .....	14
Scouts Canada as an Organization .....	16
Orientation – Understanding Your New Role .....	18
Scouts Canada’s Program – .....	21
The Canadian Path .....	21
The Four Elements .....	22
The Scout Method .....	24
The Canadian Path through the Sections .....	26
Six Program Areas .....	27
Achieve your program goals! .....	34
Scouter Learning & Development .....	47
MyScouts.ca .....	48
Manage your Scouting life .....	48
Scouter Fundamentals and Wood Badge .....	49
Resources .....	55
Three Key Resources .....	56
Resources on CanadianPath.ca .....	57
In-Person Resources .....	58
Safety & Risk Management .....	59
Scouts Canada Adult Code of Conduct .....	63
Scouts Canada Youth Scouter Code of Conduct .....	64
Conclusion .....	69
Glossary .....	72

# Scouts Canada

# NEW SCOUTER WELCOME KIT

Discover the world of Scouting in this New Scouter Welcome Kit. Together with your Commissioner and Support Scouters, you will explore the following Key Highlights:

- Welcome & Orientation
- The Canadian Path
- Program Quality
- Scouting Resources
- Scouter Learning and Development
- How we Ensure our Programs are Safe and Fun

[Scouts.ca/NSWK](https://scouts.ca/NSWK)

# Welcome to Scouting

Welcome to a whole new adventure!

Congratulations! You are entering an extraordinary world of learning and great safe adventures where you have the chance to guide and mentor a terrific group of young people. As a Scouter, you are joining the largest youth organization in the world, with a membership of more than 40 million in 160 countries.

Your role as the Scouter is one of assisting, supporting, facilitating and motivating. The relationship between Scouter and Scout is often considered a partnership. It's a chance to engage with youth and to put them in control of learning by discovering exactly what they are capable of doing independently, and then supporting them so they can sustain their engagement in learning.

Little can compare to the satisfaction you will feel as you help youth grow their self-confidence, discover their genuine selves, connect with people and community around them, and take action to make a difference in the world.

Thank You for your commitment, your time, and your energy. Without your offer of service, we would not be able to deliver our dynamic and engaging program.

We hope that this kit will help you find your way.

## OUR MISSION:

**To help develop well rounded youth, better prepared for success in the world.**

We have a powerful Mission, with a Vision of Canadian youth making a meaningful contribution to creating a better world, and we can only do this if we work together. Let's get started!

As a new Scouter, you should know that there are many experienced Volunteers to help you along your way. We hope that, in time, you will also be able to share your knowledge and experiences to help others.

## What is Scouting?

The Scouting Movement started over 100 years ago in 1907 when Lord Robert Baden-Powell held the first camp on Brownsea Island, England with 20 boys. He was so pleased with the camp that in 1908 he published Scouting for Boys. Hundreds of youth in all parts of the country read the book and set out to put Baden-Powell's suggestions into practice. By 1909, the movement had grown and a rally at Crystal Palace was attended by 11,000 Scouts. Today Scouts Canada's Promise and Law derived from Lord-Baden Powell's original doctrine serve as the fundamental basis of our value system.

Scouts Canada is the country's leading youth organization, offering challenging programs for youth and young adults aged 5 to 26 in thousands of individual Groups in most cities and towns across Canada. Over 60,000 young people enjoy Scouts Canada's programs, which are provided by over 20,000 caring and dedicated Volunteers.

Scouting remains a non-formal learning environment devoted to building a better world where diversity is welcomed, valued and respected and where young people are actively engaged in shaping and building their communities. We aim to deliver on our promise to Canadian youth, parents and society: At every camp, visit, and weekly meeting Scouts have fun adventures discovering new things and experiences they wouldn't discover elsewhere.

Along the way youth develop into capable, confident and well-rounded individuals, better prepared for success in the world. Our program endeavors to provide progressive challenges so that learning never stops. Through Scouting youth develop the fundamental skills required to succeed in life, learn to give back to society, friends, and family, to incorporate the outdoors, and environment, and to demonstrate a healthy lifestyle.

Scouts is the start of something great.

## Scouts Canada's Five Priorities for Success

To ensure Scouting in Canada to be as impactful as possible, we have identified five key areas of focus used to guide our work over the next few years to ensure we stay true to our mission.

### MEMBERSHIP GROWTH

We can exceed 10% growth in full-time youth membership by adding one youth to each of our Sections across the country every year. We believe every youth in Canada deserves the opportunity to have great Scouting experiences. To make this a reality, Scouts Canada created the No One Left Behind program to help with cost. Also, sections and groups engage regularly in recruitment activities and keep a close eye on member attendance and retention.

### SAFETY LEADERSHIP

Great Scouting adventures are also safe Scouting adventures! We are committed to ensuring that Scouting provides the safest possible environment for learning, development and fun.

To achieve this, we will ensure that all major safety incidents are reviewed rapidly, new safety tips are developed regularly, and that 100% of Volunteer applicants meet all membership requirements within 90 days of application.

### PROGRAM QUALITY

Quality Scouting programs are our path to success! Our fundamental focus is to ensure that all four elements of The Canadian Path, Youth-led, Plan-Do-Review, Adventure and SPICES (the six attributes Scouting aims to foster: Social, Physical, Intellectual, Character, Emotional and Spiritual), are brought to life by our dynamic programming.

Success is determined by at least **80% of our Sections reviewing their programs at least three times annually** using the self-assessment contained in the Program Quality Assessment Guide.

### VOLUNTEER SUPPORT

We are committed to providing support to our thousands of outstanding Volunteers through timely orientations, formal training, program tools, personal support, and recognition for outstanding service. Success will be indicated by an **increase in the willingness of our Scouters to recommend Scouts Canada** as a great place to volunteer.

### GROUP CAPACITY

Strong and healthy Groups have the capacity to seek out and obtain the resources necessary to support a high quality program (e.g. facilities, Volunteers, finances, community). They recruit Volunteers regularly and maintain a strong focus on program quality. To support healthy Groups, our aim is to ensure that there are a minimum of **3 dedicated non-Section Scouters on each Group Committee**.

### New Scouter Tip

**You're not alone!** The people in your Group, like your Section Contact Scouter and your Group Commissioner, are your number one resource. Ask lots of questions.

## Welcome to Scouting from the National Key Three

The New Scouter Welcome Kit is designed to welcome you to our Scouting family. We hope that this booklet will serve as a key supporting resource as you enter into the world of Scouting.

We hope you...

- Feel welcome and ready to begin your journey as a member of Scouts Canada
- Get excited about The Canadian Path - Scouts Canada's revitalized program
- Know how to access training and other learning opportunities that will help you develop as a Scouter
- Become familiar with the many resources that can help you along your Scouting adventure
- Understand your role in creating a culture of Safe Scouting where no one gets hurt!

Scouts Canada are dedicated to make certain your voice is heard.

We truly value your feedback. Please send us a note at [ScouterSupport@scouts.ca](mailto:ScouterSupport@scouts.ca) with your opinions on this booklet or really anything at all. We wish you all the best in Scouting this year!

Yours in Scouting,



**JOHN ESTRELLA**  
National Youth Commissioner



**CAITLYN PITON**  
National Commissioner



**ANDREW PRICE**  
Chief Executive Officer



## Section 1: Welcome & Orientation

Page 9

In this section, you will be introduced to the background of Scouting, the Mission and Vision of Scouts Canada, and the key principles that are used as the foundation for youth development.

*The section is broken into two parts:*

- Welcome & Overview
- Getting the Most Out of Your Orientation

## Section 2: Introductory Programming - The Canadian Path

Page 17

In this section, you will be introduced to the basic program elements of Scouting: how programs differ between Beaver Scouts, Cub Scouts, Scouts, Venturer Scouts and Rover Scouts, and how they're the same; what your Section will do to meet and exceed the youth's expectations; and where you can get help in the form of Scouters' Tips and Trail Cards.

*The section is broken into two parts:*

- Welcome to The Canadian Path
- Section Orientation

## Section 3: Program Quality

Page 29

What does a quality Scouting program look like? In this section you will explore the Program Quality Assessment as well as methods to support Section Scouters to ensure that everyone stays focused facilitating a quality program.

- The Program Quality Assessment guide for each Section
- Supporting a Quality Program for Group Committees
- Staying focused on Program Quality

## Section 4: Scouter Development

Page 29

In this section, you will be introduced to Wood Badge, Scouts Canada's Volunteer learning and development program. Scouts Canada believes in providing quality and relevant training to its Volunteers so that they can facilitate better programs and enhance the Scouting experience for youth and adults.

*The section is broken into three parts:*

- Scouting Fundamentals and Wood Badge Overview
- The Scouter Development Process
- Learning after Wood Badge I

### New Scouter Tip

**If you are having difficulties, speak up!** Your Group Commissioner and Section Contact Scouter can give you direction or find mentors to help you succeed as a Scouter. That being said, they are volunteers just like you and may forget to share information but they will always be happy to answer your questions!

One of the best things about volunteering with Scouts Canada is that you are never forced to start from scratch when it comes to program facilitation. Scouting has been around for over 110 years, in that time we've accumulated some great resources.

This section is broken into three parts:

- Your Three Key Resources
- Online Resources
- In-Person Resources

Scouts Canada's Safety policies. Safety is one of the cornerstones of The Canadian Path. Awareness of safety and risk management should always be a key component in planning.

The section is broken into two parts:

- Creating a Culture of Safety
- Risk Management Procedures
- Learning after Wood Badge 1

### New Scouter Tip

**The Help Centre:** The Scouts Canada Help Centre's friendly agents are here to answer any and all of your Scouting related questions and concerns. You can contact them at by email at [helpcentre@scouts.ca](mailto:helpcentre@scouts.ca), or online at [Scouts.ca/Help](https://scouts.ca/Help).



# Welcome & Orientation

As a new Scouter, you will be presented with a great deal of information about the world of Scouting.

**DON'T PANIC!** Scouts Canada has created an orientation process to ease your transition.

The goal of your orientation is to introduce you to Scouts Canada and your new Scout Group, familiarize you with your role and the essentials of Scouting, and to explain safety and risk management.

*The main elements of the orientation process are:*

- Orientation meetings with your Group Commissioner
- Information contained in this book
- Introduction to your Section leadership team
- Introduction to your Section youth
- Familiarization with your meeting place
- Support materials including Scouters' Manual, uniform, and Code of Conduct
- Introduction to other Scouters within your Group

## **A Community of Scouters - Utilize your community and remember you are not alone.**

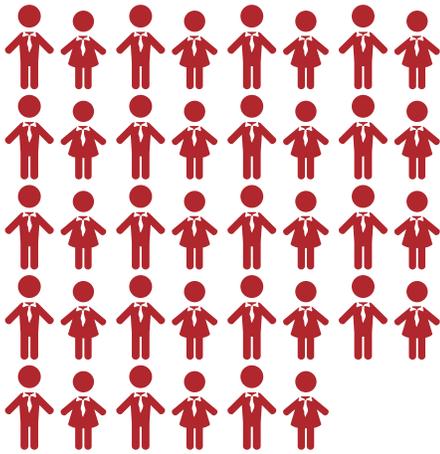
A reoccurring theme of this book is that you are not alone. When you join Scouting, you are joining a worldwide movement of volunteers who all share a passion for outdoor adventure and developing well rounded youth, better prepared for success in the world. There will always be someone that you can go to for support or guidance; you just need to know where to look. While this book will try to point you in the direction of some of these resources, it is not meant to be a substitute for in-person support.

### **REMEMBER, IF YOU HAVE A QUESTION JUST ASK!**

One of the main elements of this process is an in-person orientation with your Group Commissioner. Your Group Commissioner should schedule an orientation with you soon after you accept your volunteer role. This orientation will give you a solid footing from which to start your Scouting adventure and should be completed before your first Section meeting with youth.

**If no one has scheduled an orientation with you, give your Commissioner or Section Contact Scouter a call to arrange one.**

# SCOUTS CANADA NO ONE LEFT BEHIND PROGRAM



Since 2010, Scouts Canada's No One Left Behind program has helped over **15,900** youth to take part in great, safe Scouting adventures.

This year, Scouts Canada has increased No One Left Behind funding to **\$495,800** to ensure that more youth share in the Scouting experience.

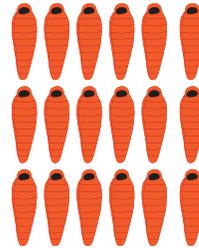
## LAST YEAR ALONE



Over **3,000** youth received help with their registration fees.



Over **400** youth were able to purchase handbooks and outdoor gear.



**\$44,687** support for weekend and summer camp fees – that's equal to 488 sleeping bags.

**NO ONE LEFT BEHIND FINANCIAL ASSISTANCE IS AVAILABLE TO SCOUTING YOUTH IN EVERY PROVINCE AND TERRITORY.**



[SCOUTS.CA/NOLB](https://scouts.ca/nolb)

#NOLB

**EVERY CHILD SHOULD HAVE AN OPPORTUNITY TO PARTICIPATE IN GREAT, SAFE SCOUTING ADVENTURES.**

**YOU CAN HELP MAKE IT HAPPEN BY SUPPORTING NO ONE LEFT BEHIND.**



It starts with Scouts.

# Becoming a Scouter

**Please note that until you complete screening and training you are not permitted to work with youth in a Scouting role, to wear the Scouts Canada uniform, or represent Scouts Canada.**

Volunteers play a critical role in providing a safe and enriching environment for youth to develop. Scouts Canada has a comprehensive screening and training process to ensure all members are safe from harm at all times.

You will officially become a Scouter and a member of Scouts Canada once you have completed the screening and training as detailed below. This process typically takes one month but must be completed within 90 days of application. If you are having problems completing any part of screening or training please contact your Group Commissioner or the Scouts Canada Help Centre at [helpcentre@scouts.ca](mailto:helpcentre@scouts.ca) or 1-888-855-3336.

## Police Records Check and Vulnerable Sector Search (PRC, VSS)

This screening document can be obtained from your local police department. Be sure to apply for a PRC/VSS as soon as possible - it can sometimes take several weeks for your local police detachment to process your request.

## Interview (Int)

A formal interview is conducted by two trained Scouts Canada interviewers. The interview is typically coordinated by your Group Commissioner or an Area Interview Team.

## Reference Check (Ref)

On your application you would have provided five character references. From the five received Scouts Canada is seeking three passed references that include a maximum of one family member. Your references will be contacted by email. You can help the process move smoothly by ensuring your references email addresses

are correct and that they are checking all of incoming messages – including junk folders consistently. You may be contacted by the Scouts Canada Help Centre if there are any issues contacting your references.

## Signed Code of Conduct (CoC)

Everyone in a position of trust within Scouting signs the Code of Conduct. Scouts Canada requires you agree to the Code of Conduct annually. When it is time to sign the Code of Conduct each year it will appear as the first page you see when you sign into your MyScouts account.

## Scouting Fundamentals Training (RIS, Acc, SF)

Available through eLearning, this training will provide you with the basic skills and knowledge to facilitate a fun and safe Scouting program. Scouting Fundamentals (CYS) includes a module called Respect in Sport for Activity Leaders which includes a course fee (\$30 plus tax). Session 6 of Scouting Fundamentals focuses on how you can help Scouting reach more young people and satisfies the AODA training requirement for service providers in Ontario. It is recommended that you access eLearning using a high-speed internet connection.

## Council Approval (CAP)

Once the requirements above have been completed, your local Council will double check your application and will activate your membership upon approval.

## Wood Badge I (WBI)

Scouters are required to complete Wood Badge I training for their role before August 31st of their first Scouting year. This training is designed to support you as you get started in your Scouting role. Section Scouters require Wood Badge I training in order to count towards the Scouter-youth ratio for their Section.

## New Scouter Tip

**Scouter Ready:** Being Scouter Ready means that you have completed screening and Scouting Fundamentals training. You need to finish this before you put on the uniform and work with youth!

# The Essentials of Scouting

## SCOUTS CANADA'S MISSION:

**To help develop well-rounded youth, better prepared for success in the world**

*This mission is achieved by:*

- Involving youth throughout their formative years in a non-formal educational process
- Using a specific method that makes each individual the principal agent in his or her development as a self-reliant, supportive, responsible and committed person
- Assisting youth to establish a value system based upon spiritual, social and personal principles as expressed in the Promise and Law

## THE SCOUT PROMISE AND LAW

Scouting is based on three broad principles: **Duty to God, Duty to Others**, and **Duty to Self**. These principles are exemplified by the **Promise** and **Law**.

### THE SCOUT PROMISE

On my honour; I promise that I will do my best;  
To do my duty to God and the Queen;  
To help other people at all times;  
and to carry out the spirit of the Scout Law.

## THE SCOUT LAW

A Scout is helpful and trustworthy,  
Kind and cheerful,  
Considerate and clean, and  
Wise in the use of all resources.

The Promise and Law are the foundation of the Scouting movement. In Beavers and Cubs they are modified slightly to reflect age appropriateness.

## UNDERSTANDING DUTY TO GOD

Duty to God is a commitment to living the spirit of the Scout Law in recognition that we are part of a reality beyond self and beyond the present moment. Within Scouts Canada, we recognize the diversity of faith traditions within the Canadian context, as well as the number of people for whom the spiritual path lies outside of any particular organized faith group or tradition. Scouts Canada welcomes into membership all those whose faith traditions, spiritual expressions or personal value systems align with the Scout Law; who wish to explore, through the adventures of Scouting, their part in a larger reality; and who are committed to respecting the spiritual choices of others.

### New Scouter Tip

**Left Handed Handshakes:** This is one of many old Scouting traditions! Ask another Scouter to tell you about them when they come up.

## The Scout Method

Scouts Canada is a member of the World Organization of the Scout Movement (WOSM), which uses the Scout Method in delivering age appropriate, non-formal educational programs for young people ages 5-26.

This is accomplished by using:

- The Patrol (Team) Method
- Adult Support
- Learning by Doing
- A Symbolic Framework
- Nature
- Personal Progression
- Scout Law and Promise



## Shared Leadership

Shared leadership is central to the Scout Method for both youth and Scouters. For each Section Scouter Team, one Scouter is designated as the Section Contact Scouter with the responsibilities of reporting to the Group Committee; coordinating with other Sections; and being a point of contact for parents. At the same time, responsibilities should be shared among all Scouters and not fall to the Contact Scouter alone. Group Committee Scouters are Volunteers who are solely committed to the administration of a Scout Group, including registration, fundraising, and providing service and support to Section Scouters. All Scouters are expected to work with the youth in planning adventures.

*In all cases, Scouters:*

- Cooperate and support one another
- Take on a share of their tasks according to their ability and availability

- Respect other team members' perspectives in decision-making
- Demonstrate behaviour consistent with the Scout Promise and Law

## The Two Scouter Rule

In the Code of Conduct, Scouters make the commitment to never be alone with a youth member, except in an emergency. The Two-Scouter Rule is the requirement for two Scouters to be with youth at all times. Notwithstanding Section ratios, two Scouters must be within the visual field and within earshot of one another when with youth. The Two-Scouter Rule is an integral part of the Code of Conduct that applies to all Scouts Canada Volunteers and staff.

## New Scouter Tip

**Shared Leadership:** You are part of a TEAM of Scouters. Scouting works best with teams of equals, not one "old wolf" with lots of helpers. Other members of the team may have more experience and training but you bring valuable knowledge and skills that you can contribute. Learn from those around you and share your talents.

# Scouts Canada as an Organization

## Sections

Scouting is offered to youth aged 5 to 26 with each age group represented by a Section. As a Scouter you will serve in or support these Sections:

- Ages 5 to 7: Beavers Scouts which meet in a Colony
- Ages 8 to 10: Cubs Scouts which meet in a Pack
- Ages 11 to 14: Scouts which meet in a Troop
- Ages 15 to 17: Venturer Scouts which meet in a Company
- Ages 18 to 26: Rovers Scouts which meet in a Crew

A Group may not have every one of these Sections, and in some cases may have more than one of each.

## The Section Scouter Team

- Section Scouters work with two to four other Scouters on their team
- A team of equals using shared leadership to facilitate the program
- The Section Contact Scouter is the team lead

## The Group Committee

- Sections operating in the same community are organized into Groups, led by a Group Commissioner and supported by a Group Committee
- The Group Commissioner is manages the Group and is the primary point of contact
- Group Committees support Sections with administrative services such as the coordination of registration, screening of new volunteers, fundraising, and Group events

## Group Sponsor or Partner

- Organization which agrees to provide Scouting programs to its young people in its community may be a religious institution, service club, business, community group, police department or some other non-Scouting organization
- Often provide Sections with a meeting place

## Areas and Councils

- An Area is made up of roughly four to twelve Groups and serves as a local support community for Scouters
- Areas are led by an Area Key 3: the Area Commissioner (Volunteer), Area Youth Commissioner (youth aged Volunteer) and an Area Support Manager (employee)

- Councils are made up of a collection of Areas and cover large geographic areas such as large cities or provinces
- Councils are led by an Area Key 3: the Council Commissioner (Volunteer), Council Youth Commissioner (youth aged Volunteer) and an Council Executive Director (employee)
- Areas and Councils provide support and guidance to Groups as well as coordinate Scouter Development opportunities
- Areas and Councils will sometimes coordinate larger events such as multi-Group camps
- All 20 Councils in Canada belong to the same Scouting organization: Scouts Canada
- Scouts Canada is led by the National Key Three: the National Commissioner (Volunteer), the National Youth Commissioner (youth aged Volunteer), and the Executive Commissioner & CEO (employee)
- Scouts Canada provides Volunteers with online training through the David Huestis Learning Centre, in person support through the Help Centre, online program resources, and informative newsletters
- Coordinates national initiatives such as Good Turn Week, Canadian Jamborees, and Scout Popcorn – our national fundraiser

## Board of Governors

- A committee of 16 Volunteers, elected by Scouts Canada's membership at the Annual General Meeting (November)
- Provides governance and defines strategic direction
- Geographically represents Canada with members from BC/Yukon, Alberta/NWT, Saskatchewan/Manitoba, Ontario/Nunavut, Quebec and Atlantic Canada.
- Appoints the National Key 3

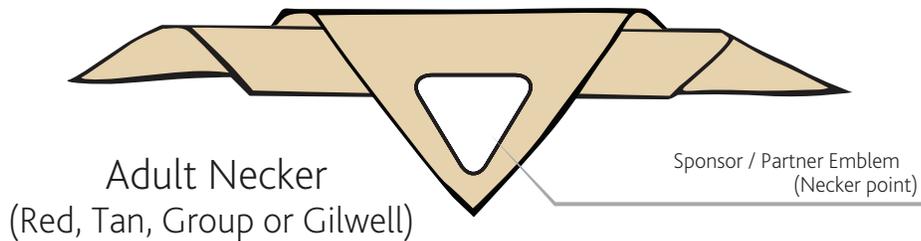
## Uniforms

Each Section has its own distinct uniform while all Scouters, regardless of Section, wear the same one. The uniform uses different badges and insignia to signify a members' regional representation, individual accomplishments, and other commendations and achievements. Badges and crests have particular placements on the uniform as shown on page 19.



SCOUTSHOP.CA

# Uniform Insignia Placement Scouter



Shop in-Store and online at Scoutshop.ca



facebook.com/scoutscanada

It starts with Scouts.

# Orientation – Understanding Your New Role

## Your New Scout Group

Your Group Commissioner should take you on a tour to meet the people that you will be volunteering with in your new Scout Group.

*Be sure to ask questions like:*

- What time does my Section meeting start and end? What time am I expected to show up?
- When and where are Group Committee meetings held?
- What is our Group's name?
- What Area do we belong to? What is our Area Commissioner's name and contact information?
- Who is our Group's sponsoring organization and how do they support our Group? What obligations do we have to our Sponsor?
- Are there any major Group or Section events that I should put in my calendar?
- What about any other local Scouting events, courses, or workshops?

## Expectations

Scouts Canada expects that all of our volunteers:

- Provide a current (< 3 months old) police records check (PRC) with a vulnerable sector search (VSS)
- Provide 5 reference checks, 3 of whom will be contacted.
- Complete an interview with qualified Scouts Canada interviewers.
- Sign and abide by our volunteer Code of Conduct.
- Complete Scouting Fundamentals training within one month accepting their role.
- Complete Wood Badge I training in your Section by the end of your first Scouting year (August 31st).

## Introductory Programming – The Canadian Path (Page 23)

Your Group Commissioner should walk you through The Canadian Path and how your Group is incorporating program revitalization into your program planning. By the end of this session you should be able to:

- Understand and identify the four elements of the Canadian Path:
  - Youth-Led
  - Plan-Do-Review
  - SPICES
  - Adventure
- Understand and identify Scouts Canada's six program areas
- Find and use Scouts Canada's Program Quality Standards
- Understand some basic Section specific terms and meeting structure
- Find and use Trail Cards and Scouter's Tips



## Scouter Development

Your Group Commissioner should walk you through the importance of Scouter training and development. By the end of this session you should be able to:

- Know how to log onto your [MyScouts.ca](https://myscouts.ca) account and access the David Huestis Learning Centre
- Know how to access Scouting Fundamentals training
- Know how to access Wood Badge I training
- Have an idea of some additional training that you would be interested in taking over the next year

## Scouting Resources (Page 54)

Your Group Commissioner should walk you through the importance of Scouter training and development. By the end of this session you should be able to:

- Know how to find some key resources on [Scouts.ca/Scouters](https://scouts.ca/scouters) such as:
  - Section Scouter Handbooks
  - Program Quality Standards
  - Commonly Used Forms
  - Scouter's Tips and Trail Cards
- Contact the Help Centre using phone, email, or the web page
- Identify and contact in-person resources such as Support Scouters and your Area Commissioner

## Risk Management (Page 59)

Your Group Commissioner should walk you through Scouts Canada's Child and Youth Safety policies as well as some commonly used forms and how they apply to risk management. By the end of this session you should be able to:

- Identify key Scouts Canada safety policies such as the "Two Scouter Rule" and
- Know who needs what types of screening and training to be at a Scouting event
- Understand the purpose behind and use some common forms such as:
  - The Camping and Outdoor Activity Application
  - Safety Checklist
  - Incident Report Form

## Reporting Suspected Child Abuse

Scouts and Scouters have a collective responsibility to ensure the safety of children and youth involved in Scouting as well as a responsibility to protect its members from bullying and all forms of child abuse, whether physical, sexual or emotional.

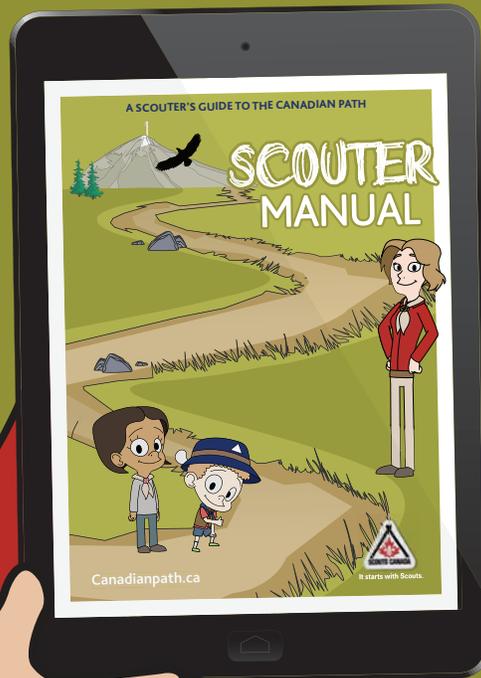
- All complaints of physical or sexual abuse must be reported immediately to the child protection authorities and the police in your jurisdiction. In addition to informing police, Scouts Canada also asks that you report any instances of abuse to your Council Executive Director or the Safe Scouting team by calling 1-800-339-6643, or emailing [safety@scouts.ca](mailto:safety@scouts.ca). If a Scouter is uncertain about circumstances, it is prudent to consult with local authorities.

### New Scouter Tip

**The Two Scouter Rule:** A Scouter should never be left alone with a child that isn't their own at any time in Scouts.

# The Scouter Manual App is Here!

ONLY  
**\$3.99**



Download From  
the iTunes App  
Store Today.

Available for iPad only—additional  
versions coming soon

# Scouts Canada's Program – THE CANADIAN PATH

The Canadian Path program is the way Scouting is done in Canada. This well-rounded program offers youth and young adults aged 5 to 26 the opportunity to experience new things, to have more adventures and to develop into confident and capable individuals better prepared for success in the world. From Beaver Scouts to Rover Scouts, The Canadian Path brings Scouting back to its roots by using the Scout Method as its basis; this method was first introduced by Lord Baden-Powell, founder of the Scouting Movement.

The Canadian Path is comprised of several components:

- A non-formal approach to learning
- The Four Elements: Youth-led, Plan-Do-Review, Adventure and SPICES (Social, Physical, Intellectual, Character, Emotional and Spiritual)
- The 7 components of the Scout Method: Scout Law and Promise, Learning by Doing, The Team System, A Symbolic Framework, Nature, Personal Progression and Adult Support
- The Five Sections: Beavers, Cub Scouts, Scouts, Venturers and Rovers
- A balanced program in six Program Areas: : Environment & Outdoors, Leadership, Active & Healthy Living, Citizenship, Creative Expression and Beliefs & Values
- STEM
- International Scouting
- Personal Progression
- Program Quality



# The Four Elements

*The Canadian Path is defined by four key elements:*

- Youth-led
- Plan-Do-Review
- Adventure
- SPICES (Social, Physical, Intellectual, Character, Emotional and Spiritual)

## Youth-Led

Youth-led programming is what makes The Canadian Path work. Youth decide what they want to do in their Scouting program. National surveys have shown us that youth are more involved, engaged and committed to Scouting if they have a say in what they will do and how they will do it.

- **Youth** who are engaged and who feel their contributions matter, who are ready to try new things, to challenge themselves and to make some mistakes along the way to gaining new skills and abilities.
- **Scouters** who are wise and respected mentors who create a safe space for the youth to try new adventures. We need Scouters who will put the experiences of the youth before their own so that all of our youth members are engaged in their program.
- **Parents** who are willing to support and encourage their child in learning by doing, who give their child permission to venture forth to try new things while encouraging appropriate risk-taking within a safe environment.

## Plan-Do-Review

In the cycle of learning on The Canadian Path, youth and Scouters plan, then they do an activity. This is then followed by a review of what was learned. Youth are involved in all three phases of the cycle in an age-appropriate way. Then the cycle of Plan-Do-Review is repeated, taking into account what was learned.

From Beaver Scouts to Rover Scouts, each Section is structured to work in small groups. These small groups are the basis for Plan-Do-Review cycles.

Youth need to be active in the Plan-Do-Review process in order to learn to be leaders in their Canadian Path groups, their communities and their country. The aim of The Canadian Path is to set in place the skills, attitudes and knowledge that youth need to become responsible adults and make a meaningful contribution to creating a better world.

## Adventure

Fun and safe adventures are what Scouting is all about! Adventure is about exploring new things, new ideas, learning new skills and creating new paths. It's about unique opportunities to explore one's self and the world. It is part of every activity, enticing youth to take part in what Scouting does best: learning through the outdoors, and seeking ways to personally challenge themselves and have first-time experiences.

Youth engage in the planning of their adventures on The Canadian Path. Through team planning, they develop their own adventures. After completing the adventurous activity, the youth review it by talking about what they experienced, how they grew, what made it exciting, thrilling or a challenge. Each youth will view the experience differently and learn uniquely from it.

## New Scouter Tip

**CanadianPath.ca:** This is your go to website for program resources, forms, recruitment tools, and other internet based resources. Check it out now, you'll be using it a lot.

## SPICES: Six Dimensions of Personal Growth

Youth have the opportunity to develop in all aspects of their lives. In their personal progression through the adventures of The Canadian Path, youth work on all of the following dimensions of personal growth:

- **Social**—By participating in The Canadian Path, youth begin to understand how they depend on others, and how others depend on them. The Canadian Path allows them to be part of a diverse group and develop cooperation and leadership skills.
- **Physical**—The Canadian Path provides many opportunities for youth to be responsible for the care, development and wellbeing of their bodies.
- **Intellectual**—Through The Canadian Path, youth have opportunities to develop their abilities to think, to plan, to innovate and to use information in an original way.
- **Character**—The Canadian Path guides youth to take responsibility for themselves while still respecting the needs of others, helping them to create a lifelong personal values system.
- **Emotional**—Through The Canadian Path, youth members are given opportunities to recognize and respect their own feelings and to learn to express them in a healthy manner while respecting the feelings of others.
- **Spiritual**—Youth members have experiences that help them recognize that they are part of a larger spiritual reality and learn to respect the spiritual choices of others.

## Spot Checks

As you are guiding youth or other Scouters on The Canadian Path, periodically do a spot check to ensuring that you are using the Four Elements to their fullest extent. Try thinking about the following questions:

- Are the youth being given every opportunity for age-appropriate leadership?
- Are youth being engaged in every part of planning, doing and reviewing their Scouting program?
- Is our current activity an adventure, or are we just passing time?
- Are we using SPICES to recognize personal development?



# The Scout Method

Scouting uses non-formal educational methods to engage youth in the process of their own development, giving them program activities, guidance and tools to help them become self-reliant, confident, caring, responsible and committed to the world around them. The Scout Method is an approach unique to Scouting throughout the world and includes each of the following seven essentials:

## The Scouting Promise and Law

Participating in The Canadian Path begins with a commitment to the Scouts Canada Law and Promise. The Scout Promise and Law form the basis for a value system to which the youth can refer back as they make decisions about their personal conduct.

## Learning by Doing

The Scout Method is about trying and trying again—sometimes with success, sometimes with failure, but always with learning that comes out of the process. Each youth starts at his or her own place in learning and progresses to new experiences and challenges at his or her own pace.

## The Patrol (Team) System

From Beaver Scouts to Rover Scouts, each Section is structured to work in small groups. Each Section is divided into small groups of 5–8 members who work together as a team with one or two members acting as team leaders. Each team is guided by the support and mentorship of a Scouter. In fact, this forms the basis of our Scouter-to-Youth ratio – one Scouter for each small team.

## Nature

The outdoors provides a never-ending host of opportunities for adventure. The Canadian Path is structured to use the outdoors as the main place of

learning. Where at all possible, The Canadian Path program should take place outside. This is true for all Sections. Through being outdoors, youth learn to appreciate the world around them and to respect the environment in which we live.

## Symbolic Framework

Each Section has a unique symbolic framework to provide structure and inspiration to its program. The symbolic framework sparks the imagination and fosters a sense of adventure; it helps youth to expand the possibilities of the program. In the Cub Scout program, the jungle from Rudyard Kipling's *The Jungle Book* serves as the inspiration for adventures; this is one example of a symbolic framework.

## Personal Progression

In Scouting's non-formal educational approach, each youth is encouraged to participate in a wide range of adventures in order to progress personally on The Canadian Path. The motivation comes from the youth themselves, rather than from an imposed set of standards.

## Scouter Support

Scouters are the reference points for the youth, the ones who help youth achieve their goals, build confidence, discover their limits and embrace new Adventures. With good Scouter support, youth can reach goals they never believed possible.

## New Scouter Tip

**Learning by Doing:** If you find yourself lecturing to a group of youth, STOP! Ask yourself. "Is there a way I can make this more interactive?" Scouting shouldn't be school.

## The Sections

Scouts Canada offers five challenging programs for youth and young adults aged 5–26.

### Beaver Scouts (Ages 5-7)



**A Beaver Section is called a “Colony” and its symbolic framework is “The Pond”.**

Fun and friendship are the cornerstones of the Beaver Scouts program. Beaver Scouts opens the door for youth to discover the world. It is filled with a little bit of everything – outdoor activities, games, music and drama. Along the way, Beaver Scouts meet new friends, learn cooperation and teamwork, and develop self-confidence.

### Cub Scouts (Ages 8-10)



**A Cub Section is called a “Pack” and its symbolic framework is The Jungle.**

Hikes, weekend camps and water activities (like canoeing and kayaking) are just a few of the fun outdoor adventures that Cub Scouts enjoy. With the Cub motto “Do Your Best” Cub Scouts are encouraged to try new and exciting activities, including STEM projects and cultural experiences.

### Scouts (Ages 11-14)



**A Scout Section is called a “Troop” and the symbolic framework is The Trail.**

Scouts is about having fun while gaining valuable leadership skills and self-confidence. Scouts enjoy outdoor adventures like mountain biking, rock climbing and lots of camping while working together with other young people to contribute to their communities. A Scout Section is called a “Troop” and the symbolic framework is The Trail.

### Venturer Scouts (Ages 15-17)



**A Venturer Section is called a “Company” and its symbolic framework is The Mountain.**

The Venturer Scout program offers exciting, real-life, hands-on experiences. Venturer Scouts learn to nurture an active, healthy lifestyle; acquire the knowledge and skills for career development; and participate in thrilling outdoor adventures. Weekend events, extended hikes, Leave-No-Trace camping, spiritual reflection, community service and more round out the Venturer Scout experience.

### Rover Scouts (Ages 18-26)



**A Rover Section is called a “Crew” and the symbolic framework is The River.**

Rover Scout programs provide opportunities to practise new skills like mountain climbing or white-water rafting. Rover Scouts learn to become leaders by helping in their communities and other Scouting Sections.

# The Canadian Path through the Sections

	Beaver Scouts	Cub Scouts	Scouts	Venturer Scouts	Rover Scouts
Ages	5-7	8-10	11-14	15-17	18-26
Section Name	The Colony	The Pack	The Troop	The Company	The Crew
Symbolic Framework	The Pond	The Jungle	Canadian Trails	The Mountain	The River
Small Teams	Lodges	Lairs	Patrols	Expedition Teams	Teams
Team Leaders	White Tails	Howlers	Patrol Leaders	Expedition Leaders	Team Leader
Section Leadership Team	White Tail Council	Howler Council	Troop Leadership Team	Company Leadership Team	Crew Leadership Team
Motto	Sharing, Sharing, Sharing	Do Your Best	Be Prepared	Challenge	Go Beyond
Top Award	North Star Award	Seeonee Award	Chief Scout's Award	Queen's Venturer Award	Canadian Rover Award

## New Scouter Tip

If you aren't having fun, the kids aren't having fun. Don't be afraid to switch up activities if things aren't fun.

# Six Program Areas

Scouting promises to offer youth a balanced program—but what exactly does this mean? A balanced program offers a variety of experiences across the six Program Areas. These six Program Areas are:

## Environment & Outdoors



Adventures in this Program Area involve exploring, hiking, camping, paddling and other ways of enjoying the outdoors as youth learn the skills to live in and take care of the natural environment.

## Leadership



During adventures in this Program Area, youth learn about and practise the skills of being good leaders and team members in their Section and in the community.

## Active & Healthy Living



During adventures in this Program Area, youth are involved in playing, having fun and being active while they develop good mental and physical habits for happy and healthy living.

## Citizenship



During adventures in this Program Area, youth are involved in learning about being good citizens in the community, nation and world.

## Creative Expression



During adventures in this Program Area, youth are involved in sharing their own creativity and exploring the creative output of others.

## Beliefs & Values



During adventures in this Program Area, youth explore personal values and beliefs as well as the diversity of cultures and faiths that make up our communities, our nation and our world.

## New Scouter Tip

**Terminology:** What does “Swim-Up” mean? Scouting has lots of strange jargon that is used for theme based adventure, especially in younger Sections. Take a quick look through the Scouters’ Manual or ask some of your fellow Scouters to familiarize yourself with some of the terms that you will use more often.

## Facilitating a Balanced Program

Each Section offers a range of possible adventures each year. A balanced program means that each Program Area becomes a focus for youth experiences at least once each year. For Sections whose adventures are typically shorter in duration, such as Beaver Scouts, they may have experiences in each of these Program Areas three or more times a year. The goal of The Canadian Path is to balance the number of opportunities across each area, every year. Remember, The Canadian Path is youth-led, and that means allowing the youth to choose adventures that they find meaningful.

## Using the Program Maps (see opposite page)

The Colony, Pack and Troop programs have Program Maps available to help youth visualize the six Program Areas as they plan and review activities. Each Program Map depicts the six Program Areas as icons scattered across a landscape that ties into the Section’s symbolic framework.

Youth should decide how they want to plan adventures for every Program Area. If they do not have a Beliefs & Values (West Coast Trail) adventure planned, for example, they should either plan one or find a way to include this Program Area (in a significant way) into an adventure that’s already planned. For example, a canoe trip could be reimagined as a spiritual retreat, with an emphasis on exploring faith (i.e. wonder, gratitude, beliefs about the outdoors) while out in nature.

Venturer Scouts and Rover Scouts do not have Program Maps associated with their Sections. These senior youth should be able to visualize these concepts abstractly as they develop personal and team plans that identify challenges and new experiences for each of the Program Areas.





**AURORA'S NORTHERN LIGHTS**  
Northern Lights Quest

Swim-up 1 2 3 Quest Ceremony

**THE NORTH STAR AWARD**

**AKELA'S JUNGLE**  
Linking

**TIC TAC'S CAMP**  
Nights at camp

**HAWKEYE'S CAMPFIRE**  
Ceremonies

**RINGTAIL'S HOLLOW**  
Environment & Outdoors

**ECHO'S MOUNTAIN**  
Outdoor Adventure Skills

**RASCAL'S RIVER**  
Creative Expression

**MALAK'S MAPLE**  
Leadership

**BIG BROWN BEAVER'S LODGE**  
Citizenship

**RAINBOW'S REFLECTIONS**  
Beliefs & Values

**RUSTY'S MEADOW**  
Active & Healthy Living

**the Pond**

NAME

SCOUTS CANADA  
It starts with Scouts.

**RED FLOWER CAMP**  
Outdoors

**THE VILLAGE**  
Linking

**BAGHEERA'S HUNTING GROUNDS**  
Environment

**MONKEY CITY**  
Creative Expression

**COUNCIL ROCK**  
Leadership

**BALOO'S CAVE**  
Beliefs & Values

**ELEPHANT TURF**  
Citizenship

**THE SWINGING BRIDGE**  
Active & Healthy Living

**The Jungle**

SCOUTS CANADA

## STEM within the Canadian Path: No Science Degree Necessary

STEM refers to any field of study that relates to Science, Technology, Engineering and Mathematics. Some STEM activities include: making a catapult, building different structures, learning about space, exploring different ecosystems, etc. STEM activities are a prominent part of The Canadian Path and can be found in each of the six Program Areas.

STEM kits are a great way to start your exploration of STEM on The Canadian Path. The kits provide Trail Cards, manuals and materials for several STEM activities designed around a common theme. They will help your Section to plan, do and review exciting STEM activities with ease. The kits can be used over the course of a few meetings, or in a camp.

The STEM kits are available at your local Scout Shop, please visit [scoutshop.ca](http://scoutshop.ca) or call 1-866-535-6556.

- **Around the Pond kit** for Beaver Scouts
- **Space Exploration kit** for Cub scouts
- **Robotics kit** for Scouts

We want to make sure our STEM projects allow youth to feel empowered. As a Scouter, you have the opportunity to create a safe and fun environment for youth. The more fun youth have while doing the activities, the more they learn. We do not want to recreate a science classroom. We are looking for rich experiences in which youth and Scouters learn together.

## International Scouting

Part of being a member of Scouts Canada is joining a movement of over 30 million people in over 216 countries and territories worldwide. There are plenty of opportunities for individuals to interact with fellow Scouts from around the world through large events like Jamborees, or opportunities such as youth exchanges or international development projects. Find out more at [Scout.ca/ScoutsAbroad](http://Scout.ca/ScoutsAbroad).



### New Scouter Tip

**Learning by Doing:** If you find yourself lecturing to a group of youth, STOP! Ask yourself. "Is there a way I can make this more interactive?" Scouting shouldn't be school.

# Understanding Personal Progression

The Canadian Path is all about developing well-rounded individuals by encouraging youth to participate in a wide range of activities. Scouting is about personal progression. Each member develops on his or her own path, independently or as a team.

## Personal Progression Reviews

The personal progression review is meant to be fun and to engage youth in storytelling about their personal journeys. Each year, every individual youth are given the opportunity to review their personal progression, led by a Scouter and/or (especially in older Sections) a member of the Section Leadership Team. For the review, use the age-appropriate SPICES questions as well as reference to maps, log books, Personal Development Plans, etc. (as appropriate to the Section). The discussion will also include looking at what a youth hopes to learn and explore in the coming year. Youth should come away from this process feeling proud of what they have learned and done on their journey through this Section.

## Personal Progression and Badges

Badges are souvenirs of the journey, not the journey itself.

Scouting is not about collecting badges. The badges of The Canadian Path are used to celebrate the personal journey of youth in Scouting. In a tangible way, they mark the milestones of the journey and celebrate youth achievements. Remember the big picture; every Scouter's mission is to develop well-rounded youth, better prepared for success in the world!

*Within The Canadian Path, there are:*

- **Personal Progression badges**, fit with the Section framework and are presented following the year-end review or the personal progression review.
- **Personal Achievement badges**, are achieved individually by youth who chose to make this part of their Canadian Path journey in Beaver Scouts, Cub Scouts and Scouts.
- **Outdoor Adventure Skill badges**, are achieved in stages and continue with youth from one Section to the next. These mark progress in gaining specific competencies within the Outdoor Adventure Skill areas. Only the highest stage earned in any particular skill area is worn on the uniform.
- **Top Section Awards**, are achieved by completing the personal progression within the Sections, leading or contributing to projects of personal significance that have an impact in the community, and attaining the specified number of Outdoor Adventure Skills stages.
- **The Canadian Path Link badges**, are presented to youth as they move from one Section to the next.
- **Other Awards**, including awards earned both collectively and individually. Some of these have been developed by the World Organization of Scouting Movements (WOSM) and others by Scouts Canada. The Plan-Do-Review process should be used for each of these awards, with youth determining exactly how they will achieve the opportunities presented by each award.

Remember, each youth's progression through The Canadian Path will be a unique journey. A youth will choose which badges, if any, he or she wishes to make part of their journey.

## New Scouter Tip

**Scouters' Tips and Trail Cards:** Scouters' Tips are here to help you facilitate a great program. Trail Cards help youth plan amazing adventures. Both are found at [CanadianPath.ca](http://CanadianPath.ca).

## Outdoor Adventure Skills

Outdoor Adventure Skills are divided into nine stages, with a badge awarded for each stage.

When planning an outdoor activity, Scouts can consider the competencies they currently have, as well as new competencies they will need to acquire to take part in the planned activity. A quick check with the Outdoor Adventure Skills will help them plan.

When Scouts complete their adventure, they should review their experience by asking themselves "What knowledge and skills do I have now that I did not have

before?" They then can assess their new knowledge and skills against the appropriate Outdoor Adventure Skills competencies. When a list of competencies for a given Outdoor Adventure Skill has been completed, the Scouts are eligible for the badge associated with that stage of the particular Outdoor Adventure Skill.



# The Canadian Path

## MANAGING PROGRAM QUALITY

### THE GOAL

On The Canadian Path, there's a new approach to program quality, and it's based on the Four Elements: Adventure, Youth-led, Plan-Do-Review and SPICES.

Youth-led planning, doing and reviewing should be applied to every Adventure that your Section shares, whether it's at an evening meeting or over a weekend outing. It's also important to help youth set long-term goals for themselves as a Section or Patrol (Team), and then review their progress towards these long-term goals regularly.

The Plan-Do-Review cycle is critically important because growth in the SPICES happens when youth appreciate their development. A shared review also helps youth to recognize how they can have even more successful adventures in the future.

The Canadian Path's new approach to program quality asks that Scouters help facilitate a seasonal Plan-Do-Review process. Let's ensure that youth are getting the most out of their program!



### PROGRAM CYCLES

Our Scouting program can be divided into four cycles, which align with the four seasons. It's a simple yet effective way to view and plan your program. Plan, do and review your program each

season, and the quality of your adventures will improve in no time—even if you already have a fantastic program!



**FALL:** September – November



**WINTER:** December – February



**SPRING:** March – May



**SUMMER:** June – August

**Achieve your program goals!**

Complete at least three of your Section's seasonal assessments and receive the 'Quality Section' designation on MyScouts.ca.

# PROGRAM QUALITY ASSESSMENT—STEP-BY-STEP



The process for managing a quality program in your Section has been completely revitalized to work hand in hand with The Canadian Path. This new approach is simple: youth set their own goals for the year, and then review their progress towards those goals at least three times. After all, The Canadian Path is their program—the youth themselves should set their goals and decide what a quality program looks like to them.

You will discover three parts to the whole process, and it will sound very familiar. First, the PQA helps youth set the bar for their Section (Plan). Determine your Section's short-term, seasonal and long-term goals. Follow your plan when you go on your adventures (Do). As program cycles end, assess the experience as a Section and identify what could have been better planned and what worked well (Review). Repeat the process every program cycle. This will foster support for short-term planning and encourage ongoing discussions for youth and Scouters alike.

The PQA process can be broken into eight steps, which are outlined below. Look for number icons throughout the guide to help you understand which section of the PQA guide corresponds to the correct step:

- 1 Work with youth to set goals for the month, season and year.** These goals should be measurable and realistic. There is a template for each Section in this guide. These templates include activities around which specific goals may be set. However, your youth could add their own activities and goals.
  - 2 Help the youth create a plan to achieve their goals.** First, youth should use the planning template to identify goals for the year. Once youth have decided on their goals for the year, support them as they create a plan to achieve those goals.
  - 3 Go do your adventures!** This is the fun part. Follow your plan, and do your best to achieve the goals in your Section's plan.
  - 4 Review your adventures with the youth at the end of each season.** These program cycle reviews are called seasonal assessments, and the goal is to facilitate a conversation amongst the youth. The conversation should centre on the goals they set at the beginning of the year or season, but should also touch on what went well (or didn't), how different activities helped them develop in the SPICES and how they worked together as a team. Regardless of whether the youth are on track to meet their goals, be sure to review the plan to make sure everyone is still happy with it. It's okay to change the plan.
  - 5 Review your adventures as a Scouter Team at the end of each season.** After the review with the youth is complete, the Scouters should share a review themselves. It should be centred on the youth's review and how the Scouter Team can better support the youth in the achievement of their goals.
  - 6 Share the results of your reviews with your Group Committee.** The purpose of a Group Committee is to support the Sections. It's important that the Group Committee be kept up-to-date on how the youth perceive the quality of their program. Older youth should be invited to the Group Committee meeting to present their Section's assessments themselves, or the Scouters can provide a summary. The information presented to the Group Committee should focus on what did and didn't go well, and what adjustments the Section is making in the next season to improve the program. There's no need to provide a detailed report with answers to every question found in the PQA document.
  - 7 Enter the seasonal assessment in MyScouts.ca.** This step must be completed by your Group Commissioner or Registrar. He or she must enter the day the review was completed with the youth, as well as the date it was shared with the Group Committee. There is also a text box where the Group Commissioner can enter a few notes about how the review was conducted and what improvements will be made as a result. Regardless of the outcome of the seasonal assessment, the results shared with the Group Committee, it must be entered into MyScouts.ca by the Group Commissioner or Registrar.
  - 8 Do it again! As the next season starts, be sure to remember what you learned and make some changes.** At the end of the next season, complete your next seasonal assessment
- IMPORTANT NOTE:** Sections are expected to complete the Program Quality Assessment process for a minimum of three seasons each year.
- Sections who complete and enter three seasonal assessments for a given Scouting year will be designated as quality Sections in MyScouts.ca.

# COLONY GOALS

# 1

## PER MONTH

Meeting outdoors



(Suggested range: 1-2)

## PER CYCLE (SEASON)

Outing, visit or event  (Suggested range: 1-2)	White Tail Council meetings  (Suggested range: 2-3)	Seasonal assessment and action plan*  (Suggested range: 1-3)
---	--	---

## PER SCOUTING YEAR

Nights away  (Suggested range: 3-6)	Adventures for each Program Area  (Suggested range: 1-3)	Adventures with Pack (one for White Tails)  (Suggested range: 2-4)	Personal progression review  (Suggested range: 1-3)
Section Code of Conduct developed  (Suggested)	Environmental service project  (Suggested range: 1-3)	Community service projects  (Suggested range: 1-3)	Activities with parental participation  (Suggested range: 3-6)

[Goals for the year can be set using the Colony planning template.](#)

Scouts Canada has established a process to assist youth and their Scouters as they seek to plan, do and review safe and adventurous Scouting programs. This new approach includes objective criteria to aid in the planning process, and to serve as a set of seasonal assessment tools to assist youth and Scouters in the evaluation and improvement of their programs.

\* The Colony is expected to use this assessment tool 3–4 times per year as it reviews the program and develops an action plan from each review. These assessments and action plans are shared with the Group Committee.



## OTHER TOPICS OR ACTIVITIES FOR GOAL SETTING:

- Scouting programs follow Scouts Canada's safety policies and practices (e.g. Two-Scouter Rule, appropriate skills and knowledge, outdoor activity management process).
- Scouters support programs consistent with the Four Elements of The Canadian Path.
- Youth are fully engaged in all aspects of program cycles following the Plan-Do-Review model.
- Spiritual development is regularly included in the Colony program.
- Adventure is about youth trying things for the first time; programs enable youth to pursue Adventure regularly by using small and large groups.
- White Tails (third-year Beavers) participate in a White Tail Council that provides leadership to the Colony.
- White Tails are provided with appropriate support to lead the Colony.
- Programs are regularly delivered in small groups, enabling all members of the Lodge to learn by doing.
- Section retention is actively managed to 70%; Beavers are personally invited to return each spring, and each non-returning youth is contacted to understand the reason why.
- Section attendance is actively managed to ensure engagement of all Beavers (target 90%).
- Scouters regularly pursue the knowledge and skills required to enable a successful youth program.
- A representative of the Section Leadership Team attends all Group Committee meetings.

# SEASONAL ASSESSMENT



The seasonal assessment process should be completed in two stages: one led by the youth and one involving the Scouters. These two steps form the overall Section seasonal assessment and feed into the Group seasonal assessment process.

The seasonal assessment process for youth should mirror previous quality assessments and incorporate an age-appropriate indication of personal development. Some sample questions are given below. They can be used to facilitate reviews between program cycles (rather than a year-end-only approach).

## 4 Beaver Scouts' Assessment



1. Has our Colony spent enough nights camping?
2. Do we need to go outdoors more?
3. Have you tried new things in Beavers this year?
4. What do you want to try before Beavers is over?
5. What was the best part of Beavers this year?
6. Was your Lodge a good team?
7. Did we use the Pond Map to try new things?
8. What's your favourite spot to explore on your map?
9. Are you discovering how to be a good leader and a good team member at Beavers?
10. What three things have you done that were new from last year?
11. Did the White Tails meet and make decisions for the Colony?
12. Do you plan to return to Beavers next year? Do White Tails plan to join Cubs?

## 5 Colony Scouters' Assessment



1. Section attendance
2. Section year-over-year retention rate
3. Number of nights away and outdoor activities: are we on track to meet our goals?
4. Assessment of skills and knowledge: does the team have what is needed to facilitate a safe, adventurous outdoor program?
5. As a team of Scouters, we regularly meet and review:
  - a. the personal progression of our Beavers with respect to SPICES
  - b. our use of all Program Areas
  - c. youth leadership
  - d. the level of Adventure included in our program (i.e. How many new activities have we tried and how many new places have we visited?)
6. We would rate the level of parent engagement as \_\_\_\_\_. What steps can be taken to improve the overall level of parental support and engagement?

### How do I use this process to manage a quality program in my Section?

- Review the goals with the Beavers at the beginning of each program cycle.
- Guide discussions in Lodges using the assessment questions.
- Record the main points from the discussions. Ask the Beavers if they all agree with your notes.
- Based on the suggestions and expectations, have the White Tail Council create a plan to move some of the ideas forward. Repeat the process for the next program cycle.

# PACK GOALS 1

## PER MONTH

Meeting outdoors

(Suggested range: 1-2)

## PER CYCLE (SEASON)

Outings, visits or events <input type="text"/> (Suggested range: 2-4)	Howler Council meeting <input type="text"/> (Suggested range: 2-4)	Seasonal assessment and action plan* <input type="text" value="1"/>
---	--	--

## PER SCOUTING YEAR

Nights away <input type="text"/> (Suggested range: 6-10)	Adventures for each Program Area <input type="text"/> (Suggested range: 2-4)	Adventures with Colony or Troop (one for Howlers) <input type="text"/> (Suggested range: 3-6)	Personal progression review <input type="text"/> (Suggested range: 1-3)
Section Code of Conduct developed <input type="text" value="1"/> (Suggested)	Environmental service project <input type="text"/> (Suggested range: 1-3)	Community service projects <input type="text"/> (Suggested range: 2-4)	Activities with parental participation <input type="text"/> (Suggested range: 3-6)

[Goals for the year can be set using the Pack planning template.](#)

## OTHER TOPICS OR ACTIVITIES FOR GOAL SETTING:

- Scouting programs follow Scouts Canada's safety policies and practices (e.g. Two Scouter Rule, appropriate skills and knowledge, outdoor activity management process).
- Scouters support programs consistent with the Four Elements of The Canadian Path.
- Youth are fully engaged in all aspects of program cycles following the Plan-Do-Review model.
- Spiritual development is regularly included in the Pack program.
- Adventure is about youth trying things for the first time; programs enable youth to pursue Adventure regularly by using small and large groups.
- Howlers (third-year Cubs) participate in a Howler Council that provides leadership to the Pack.
- Howlers are provided with appropriate support to lead the Pack.

Scouts Canada has established a process to assist youth and their Scouters as they seek to plan, do and review safe and adventurous Scouting programs. This new approach includes objective criteria to aid in the planning process, and to serve as a set of seasonal assessment tools to assist youth and Scouters in the evaluation and improvement of their programs.

\* The Pack is expected to use this assessment tool 3-4 times per year as it reviews the program and develops an action plan from each review. These assessments and action plans are shared with the Group Committee.



- Programs are regularly delivered in small groups, enabling all members of the Lair to learn by doing.
- Section retention is actively managed to 70%; Cubs are personally invited to return each spring, and each non-returning youth is contacted to understand the reason why.
- Section attendance is actively managed to ensure engagement of all Cubs (target 90%).
- Scouters regularly pursue the knowledge and skills required to enable a successful youth program.
- A representative of the Section Leadership Team attends all Group Committee meetings.

# SEASONAL ASSESSMENT



The seasonal assessment process should be completed in two stages: one led by the youth and one involving the Scouters. These two steps form the overall Section seasonal assessment and feed into the Group seasonal assessment process.

The seasonal assessment process for youth should mirror previous quality assessments and incorporate an age-appropriate indication of personal development. Some sample questions are given below. They can be used to facilitate reviews between program cycles (rather than a year-end-only approach).

## 4 Cub Scouts' Assessment



1. Has our Pack spent enough nights camping?
2. Do we go outdoors for meetings at least once a month?
3. Have I tried new things this year at Cubs?
4. What do I want to try before Cubs is over?
5. What was my favourite part of Cubs this year?
6. Is our Lair a good team?
7. Did we use the Jungle Map to try new things?
8. What three things have I done that were new from last year?
9. Am I discovering how to be a good leader and a good team member at Cubs?
10. Runner: Do I know how to participate in planning, doing and reviewing an activity?
11. Tracker: Have I planned and led an activity for other Cubs in my Lair or Pack?
12. Howler: Can I help other Cubs to follow the Plan-Do-Review cycle?
13. Tracker: Have I helped at multiple Beaver meetings?
14. Tracker: How I have I helped a Runner to feel like part of the Pack?
15. Howler: Have we met regularly as the Howler Council to make decisions for the Pack?
  - a. Have I met regularly with my Lair to listen to its ideas and concerns, and represented my Lair's interests at the Howler Council?
16. Do I plan to return to Cubs next year?
17. Do Howlers plan to join Scouts next year?

## 5 Pack Scouters' Assessment



1. Section attendance
2. Section year-over-year retention rate
3. Number of nights away and outdoor activities: are we on track to meet our goals?
4. Assessment of skills and knowledge: does the team have what is needed to facilitate a safe, adventurous outdoor program?
5. As a team of Scouters, we regularly meet and review:
  - a. the personal progression of our Cubs with respect to SPICES
  - b. our use of all Program Areas
  - c. youth leadership
  - d. the level of Adventure included in our program (i.e. How many new activities have we tried and how many new places have we visited?)
6. We would rate the level of parent engagement as \_\_\_\_\_. What steps can be taken to improve the overall level of parental support and engagement?

### How do I use this process to manage a quality program in my Section?

- Howlers and Scouters need to review their goals at the beginning of each program cycle to set expectations.
- Have the Howlers use some of the assessment questions within their Lairs. Have them log the feedback.
- At the Howler Council, Howlers can formulate a plan to help adjust the program to the needs of the Pack, based on the feedback from the Lairs. Repeat the process for the next program cycle.

# TROOP GOALS 1

## PER MONTH

Meeting outdoors

(Suggested range: 1-3)

## PER CYCLE (SEASON)

Outings, visits or events <input type="checkbox"/> (Suggested range: 2-6)	Troop Leadership Team meetings <input type="checkbox"/> (Suggested range: 2-4)	Seasonal assessment and action plan* <input type="checkbox"/> 1
---	--	--

## PER SCOUTING YEAR

Nights away <input type="checkbox"/> (Suggested range: 10-20)	Adventures for each Program Area <input type="checkbox"/> (Suggested range: 3-4)	Adventures with Pack or Company (one for Trailblazers) <input type="checkbox"/> (Suggested range: 3-6)	Personal progression review <input type="checkbox"/> (Suggested range: 2-4)
Section Code of Conduct developed <input type="checkbox"/> 1 (Suggested)	Environmental service project <input type="checkbox"/> (Suggested range: 1-4)	Community service projects <input type="checkbox"/> (Suggested range: 2-4)	Activities with parental participation <input type="checkbox"/> (Suggested range: 2-4)

[Goals for the year can be set using the Troop planning template.](#)

## OTHER TOPICS OR ACTIVITIES FOR GOAL SETTING:

- Scouting programs follow Scouts Canada's safety policies and practices (e.g. Two-Scouter Rule, appropriate skills and knowledge, outdoor activity management process).
- Scouters support programs consistent with the Four Elements of The Canadian Path.
- Youth are fully engaged in all aspects of program cycles following the Plan-Do-Review model.
- Spiritual development is regularly included in the Troop program.
- Adventure is about youth trying things for the first time; programs enable youth to pursue Adventure regularly by using small and large groups.
- Patrol Leaders and the Troop Leader participate in a Troop Leadership Team.
- Patrol Leaders, Assistant Patrol Leaders and the Troop Leader are

Scouts Canada has established a process to assist youth and their Scouters as they seek to plan, do and review safe and adventurous Scouting programs. This new approach includes objective criteria to aid in the planning process, and to serve as a set of seasonal assessment tools to assist youth and Scouters in the evaluation and improvement of their programs.

\* The Troop is expected to use this assessment tool 3-4 times per year as it reviews the program and develops an action plan from each review. These assessments and action plans are shared with the Group Committee.



provided with support to lead the Troop.

- Programs are regularly delivered in small groups, enabling all members of the Patrol to learn by doing.
- Section retention is actively managed to 70%; Scouts are personally invited to return each spring, and each non-returning youth is contacted to understand the reason why.
- Section attendance is actively managed to ensure engagement of all Scouts (target 90%).
- Scouters regularly pursue the knowledge and skills required to enable a successful youth program.
- A representative of the Section Leadership Team attends all Group Committee meetings.

# SEASONAL ASSESSMENT



The seasonal assessment process should be completed in two stages: one led by the youth and one involving the Scouters. These two steps form the overall Section seasonal assessment and feed into the Group seasonal assessment process.

The seasonal assessment process for youth should mirror previous quality assessments and incorporate an age-appropriate indication of personal development. Some sample questions are given below. They can be used to facilitate reviews between program cycles (rather than a year-end-only approach).

## 4 Scouts' Assessment



1. Has our Troop spent enough nights camping?
2. Did we go outdoors enough?
3. What is something that I would like to accomplish before Scouts is over?
4. What was my favourite experience in Scouts this cycle or year?
5. Is our Patrol working well as a team?
6. Did we do what we planned?
7. What activities did we do as a Patrol?
8. What are some fun things we could do with other Sections?
9. How have I developed in the SPICES?
10. Did we use the Canadian Trails Map regularly and try different types of new experiences?
11. How am I contributing to the Troop?
12. What leadership abilities am I developing this year?
13. Does our Troop Leadership Team meet regularly and make decisions for the Troop?
14. What three things have I done that were new from last year?
15. Do I plan to return to Scouts next year? Do Trailblazers plan to join Venturers?

## 5 Troop Scouters' Assessment



1. Section attendance
2. Section year-over-year retention rate
3. Number of nights away and outdoor activities: are we on track to meet our goals?
4. Assessment of skills and knowledge: does the team have what is needed to facilitate a safe, adventurous outdoor program?
5. As a team of Scouters, we regularly meet and review:
  - a. the personal progression of our Scouts with respect to SPICES
  - b. our use of all Program Areas
  - c. youth leadership
  - d. the level of Adventure included in our program (i.e. How many new activities have we tried and how many new places have we visited?)
6. We would rate the level of parent engagement as \_\_\_\_\_. What steps can be taken to improve the overall level of parental support and engagement?

### How do I use this process to manage a quality program in my Section?

- **At the START:** The Troop Leader should take the time to introduce the Program Quality guide to the Troop Leadership Team.
- **DURING** the program cycles: Patrol Leaders select some of the assessment questions to see how the Scouts feel about their year so far, then log the comments and strategies.
- **Troop Leadership Team:** The Troop Leadership Team develops a plan for the Troop's program based on the feedback from Patrols. Repeat the process for the next program cycle.

# COMPANY GOALS 1

## PER MONTH

Meeting outdoors



(Suggested range:  
1-3)

## PER CYCLE (SEASON)

Outings, visits or events



(Suggested range:  
2-4)

Company Leadership Team meetings



(Suggested range:  
2-4)

Seasonal assessment and action plan\*

1

## PER SCOUTING YEAR

Nights away



(Suggested range:  
10-20)

Adventures for each Program Area



(Suggested range:  
2-3)

Adventures with Troop and Crew (one for senior Venturers)



(Suggested range:  
3-6)

Personal progression review



(Suggested range:  
1-3)

Section Code of Conduct developed

1

(Suggested)

Environmental service project



(Suggested range:  
1-3)

Community service projects



(Suggested range:  
2-4)

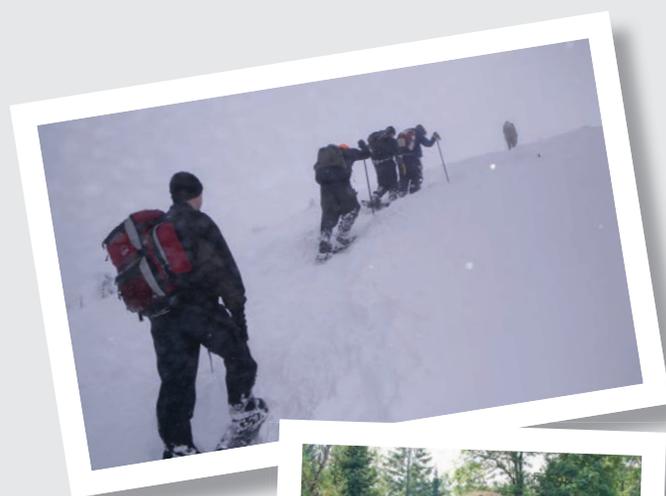
Activities with parental participation



(Suggested range:  
1-3)

Scouts Canada has established a process to assist youth and their Scouters as they seek to plan, do and review safe and adventurous Scouting programs. This new approach includes objective criteria to aid in the planning process, and to serve as a set of seasonal assessment tools to assist youth and Scouters in the evaluation and improvement of their programs.

\* The Company is expected to use this assessment tool 3–4 times per year as it reviews the program and develops an action plan from each review. These assessments and action plans are shared with the Group Committee.



[Goals for the year can be set using the Company planning template.](#)

## OTHER TOPICS OR ACTIVITIES FOR GOAL SETTING:

- Scouting programs follow Scouts Canada's safety policies and practices (e.g. Two-Scouter Rule, appropriate skills and knowledge, outdoor activity management process).
- Youth and Scouters plan programs consistent with the Four Elements of The Canadian Path.
- Youth are fully engaged in all aspects of program cycles following the Plan-Do-Review model.
- Spiritual development is regularly included in the Company program.
- All Program Areas are explored at least twice a year.
- Adventure is about youth trying things for the first time; programs enable youth to pursue Adventure regularly.
- Expedition Leaders and the Company Leader participate in a Company Leadership Team.
- Expedition Leaders and the Company Leader are provided with support to lead the Company.
- Programs are regularly delivered in small groups, enabling all members of the Company to learn by doing.
- Section retention is actively managed to 70%; Venturers are personally invited to return each spring, and each non-returning youth is contacted to understand the reason why.
- Section attendance is actively managed to ensure engagement of all Venturers (target 90%).
- A representative of the Section Leadership Team attends all Group Committee meetings.
- Scouters regularly pursue the knowledge and skills required to enable a successful youth program.

# SEASONAL ASSESSMENT



The seasonal assessment process for youth should mirror previous quality assessments and incorporate an age-appropriate indication of personal development. Some sample questions are given below. They can be used to facilitate reviews between program cycles (rather than a year-end-only approach).

## 4 Venturer Scouts' Assessment

1. Has our Company spent enough nights camping?
2. Does our Company have enough members?
3. Do we go outdoors on a regular basis?
4. What is something that I would like to accomplish before Venturers is over?
5. What was my favourite experience in Venturers this year?
6. Have I contributed to an Expedition Team?
7. Have I co-led or led an Expedition Team?
8. What support do I need to reach my summit?
9. Have we had at least two experiences for each Program Area?
10. What are some fun experiences we shared with other Sections?
11. How have I developed in the SPICES?
12. Have our Company's Expedition Teams met regularly to accomplish great new experiences?
13. What three things have I done that were new from last year?
14. Do I plan to return to Venturers next year? Do senior Venturers plan to join Rovers?
15. Are my experiences in Venturers valuable to me?
16. How is the Company's attendance?
17. How is the Company's year-over-year retention rate?
18. Number of outdoor activities: are we on track to meet standard?

19. Assessment of skills and knowledge: does the team have what is needed to facilitate a safe, adventurous outdoor program?
20. As a Company, we regularly meet and review:
  - a. personal progression with respect to SPICES
  - b. our use of all Program Areas
  - c. youth leadership
  - d. the experiences included in our program (i.e. how many new activities have we tried and how many new places have we visited?)
21. We would rate the level of parent engagement as \_\_\_\_\_. What steps can be taken to improve the overall level of parental support and engagement?



### How do I use this process to manage a quality program in my Section?

- **At the START:** The Company should review its goals at the start of every program cycle to set its expectations of members.
- **DURING** the program cycles: The Company Leader selects some of the assessment questions to see how the Venturers feel about their year so far, and then log the feedback.
- The Company Leadership Team or a special Expedition Team develops a plan to incorporate feedback from the assessment into the program. Repeat the process for the next program cycle.

# CREW GOALS 1

## PER MONTH

Meeting outdoors



(Suggested range:  
1-3)

## PER CYCLE (SEASON)

Outings, visits or events



(Suggested range:  
2-4)

Crew Leadership Team meetings



(Suggested range:  
3-6)

Seasonal assessment and action plan\*

1

Meeting with mentor



(Suggested range:  
1-3)

## PER SCOUTING YEAR

Nights away



(Suggested range:  
10-20)

Adventure for each Program Area



(Suggested range:  
1-2)

Adventures to link with Company or Troop



(Suggested range:  
3-6)

Personal progression review



(Suggested range:  
1-3)

Section Code of Conduct developed

1

(Suggested)

Environmental service project



(Suggested range:  
1-3)

Community service projects



(Suggested range:  
2-4)

Scouts Canada has established a process to assist youth and their Scouters as they seek to plan, do and review safe and adventurous Scouting programs. This new approach includes objective criteria to aid in the planning process, and to serve as a set of seasonal assessment tools to assist youth and Scouters in the evaluation and improvement of their programs.

\* The Crew is expected to use this assessment tool 3–4 times per year as it reviews the program and develops an action plan from each review. These assessments and action plans are shared with the Group Committee.



## OTHER TOPICS OR ACTIVITIES FOR GOAL SETTING:

- Scouting programs follow Scouts Canada's safety policies and practices (appropriate skills and knowledge, outdoor activity management process).
- Rovers plan programs consistent with the Four Elements of The Canadian Path.
- Rovers are fully engaged in all aspects of program cycles following the Plan-Do-Review model.
- Spiritual development is regularly included in the Crew program.
- All Program Areas are explored at least twice a year.
- Adventure is about trying things for the first time; programs enable regular pursuit of Adventure.
- Rovers participate in a Crew Leadership Team.
- Rovers are provided with appropriate training and support to effectively lead the Crew.
- Programs are regularly delivered in small groups, enabling all members of the Crew to learn by doing.
- Section retention is actively managed to 70%; Rovers are personally invited to return each spring, and each non-returning Rover is contacted to understand the reason why.
- Section attendance is actively managed to ensure active engagement of all Rovers (target 90%).
- Rovers and Scouters regularly pursue the knowledge and skills required to enable a successful program.
- A representative of the Crew attends all Group Committee meetings.

# SEASONAL ASSESSMENT



The seasonal assessment process for Rovers should mirror previous quality assessments and incorporate an age-appropriate indication of personal development. Some sample questions are given below. They can be used to facilitate reviews between program cycles (rather than a year-end-only approach).

## 4 Rover Scouts' Assessment

1. Have we spent enough nights camping?
2. Does our Crew have enough members?
3. Do we regularly use the outdoors as our meeting space?
4. Have I tried new things this year in Rovers?
5. What is something that I would like to accomplish before Rovers is over?
6. What was my favourite experience in Rovers this year?
7. Does our Crew work as a team? Am I an effective team member?
8. Has my mentor been supportive? Is Roving providing me with the tools I need to be successful in life?
9. Do we use Teams to plan projects and events?
10. Have I been given a fair opportunity to use my leadership skills to organize a camp or event for the Crew?
11. Does our Crew meet regularly?
12. What three things have I done that were new from last year?
13. Do I plan to return to Scouting next year?
14. How is the Crew's attendance?

15. How is the Crew's year-over-year retention rate?
16. Number of nights away and outdoor activities: are we on track to meet our goals?
17. Assessment of skills and knowledge: does the team have what is needed to facilitate a safe, adventurous outdoor program?
18. As a Crew, we regularly meet and review:
  - a. personal progression with respect to SPICES
  - b. our use of all Program Areas
  - c. Rover leadership
  - d. the experiences included in our program (i.e. how many new activities have we tried and how many new places have we visited?)



## How do I use this process to manage a quality program in my Section?

- **At the START:** The Crew should review its goals at the start of every program cycle to set its expectations of members.
- **DURING** the program cycles: The Crew Leadership Team selects some of the assessment questions to see how the Rovers feel about their year so far. Feedback is logged.
- The Crew Leadership Team incorporates feedback into future program planning. Repeat the process for the next program cycle.

# THE GROUP COMMITTEE'S ROLE IN THE MANAGEMENT OF PROGRAM QUALITY

Section Scouters and Section Leadership Teams aren't on their own in the quest for a quality program full of great safe Scouting adventures. Group Committees, led by a Group Commissioner, play a fundamental role in coaching and supporting awesome Scouting programs. Ultimately, the purpose of Group Committees is to support Section Scouters and youth.

## How does a Group Committee know if a Section is facilitating a quality program?

A quality program should surpass youth's expectations. This can be directly observed by seeing how the Section is using the Four Elements at Scouting activities. Group Committee members can use powerful questions to coach and evaluate Sections' program quality

and action plans each cycle. As individuals develop their coaching skills, they will be able to intuitively ask their own effective questions. Until that time, they can use this worksheet to coach and evaluate for a quality program.

## What should Group Committees do to support Sections?

There are many things that Group Committees can do to support Sections, but in general they should try to remove any barriers that Sections face in facilitating a great program. Section Scouters should focus on program and each youth's personal progression, while the Group Committee should try to support Sections by ensuring that administrative and volunteer-support tasks are completed in

a timely manner: finances, fundraising, meeting location bookings, volunteer recruitment and screening, Group events, etc. Group Committees should not, however, lose sight of why these activities are undertaken: to provide the youth of their community with a great, safe Scouting experience.

## How does a Group Committee know if a Section is facilitating a quality program?

Group Committees have two important roles to play in the PQA process:

### 6 Ask the right questions.

As Sections share the results of their Seasonal Assessment, the Group Committee should ask how the Section is improving any problem areas identified by the review. Facilitating the Plan-Do-Review process is great, but if Sections aren't improving elements of the program based on their review, then the cycle isn't complete. If youth have attended the meeting, the Group Committee should also ask the youth how they're enjoying the program this year and what their highlights have been so far.

Group Committee members should also ask what they can do to assist the Section. There are many ways that members of the Group Committee can provide effective in-person support to the Section, even if they have limited program-facilitation knowledge, such as: distributing recognition for outstanding service or completed training, helping to facilitate a parent meeting, acting as the second Scouter on personal progression reviews, helping youth understand fundraisers and how they can better fund their adventures, or helping to recruit new parents to volunteer.

### 7 Enter the seasonal assessments in MyScouts.

This simple step finishes the process each season. Group Commissioners and Registrars have access to enter each Section's seasonal assessment in MyScouts, which will confer the 'Quality Section' designation if **three of the four** seasonal assessments are completed. This designation appears on the Section's Organization Profile page and in "Find a Group" results. Complete instructions for entering this information can be found on the [Help Centre's Online Support Centre](#).

#### IMPORTANT NOTE

Sections are expected to complete the Program Quality Assessment process for a minimum of three program cycles each year. Sections who complete and enter three seasonal assessments for a given Scouting Year will be identified as quality Sections on [MyScouts.ca](#).

# SCOUTER LEARNING & DEVELOPMENT

In this section, you will be introduced to Scouter learning and development. Scouts Canada insists its Volunteers have training so that they can increase their skills, competency and knowledge to deliver better programs and further enhance the experience for youth and adults.

*The section is broken into three parts:*

- Scouting Fundamentals
- Wood Badge I
- Learning after Wood Badge I

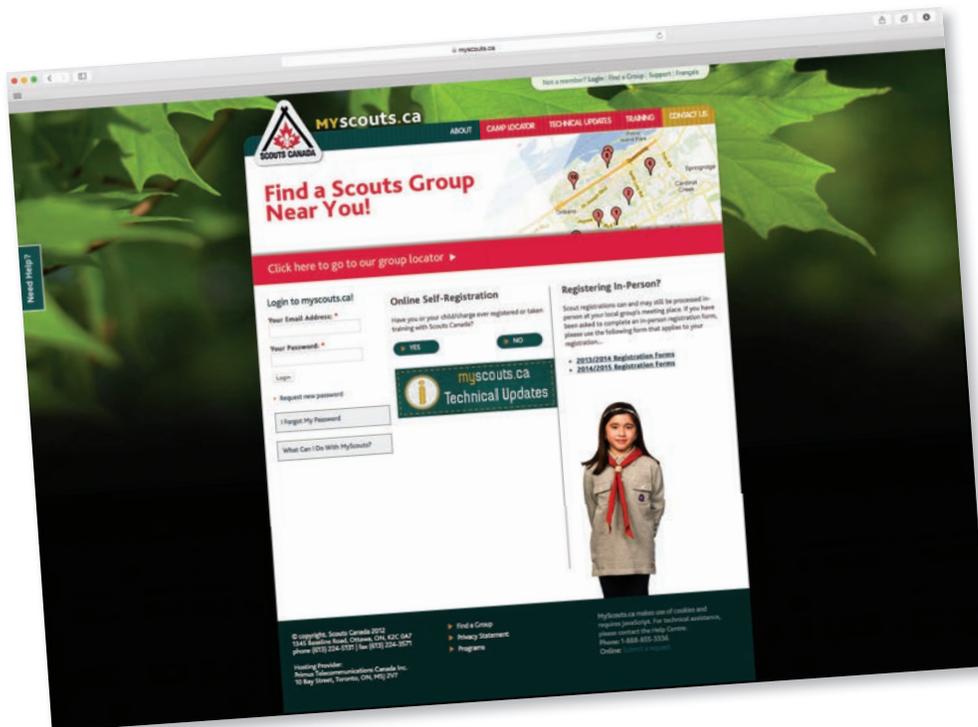
# MYSCOUTS.CA

## Manage your Scouting life

MyScouts.ca is your primary tool designed to help you manage your Scouting life!

### MyScouts.ca is used to:

- Register yourself as a Scouter and youth as participants
- Complete eLearning (through the David Huestis Learning Centre that is accessed via MyScouts.ca)
- Sign the Code of Conduct
- Keep track of your own accomplishments and service history
- Work with current information about the members of your Group
- Manage Section and Group contact details
- Track your training progress and screening status
- Reach out and engage with other Volunteers that offer specific skills



# Scouter Fundamentals and Wood Badge

## Scouting Fundamentals

Before you put on the Scout uniform and start working with youth, you need to be Scouter Ready. This means that you have passed Scouts Canada's screening process and have completed Scouting Fundamentals training. You should be Scouter Ready within your first 30 days of accepting your Scouting role but the process can take up to 90 days.

## Scouts Canada eLearning – The David Huestis Learning Centre

The David Huestis Learning Centre is Scouts Canada's eLearning platform and makes it convenient and easy to gain the knowledge you need to facilitate a quality Scouting program. You'll gain tips on how to perform as a Scouter more effectively, saving you time and effort in the long run. Certain courses, such as Scouting Fundamentals, are only available online.

The David Huestis Learning Centre is integrated with MyScouts.ca, allowing you to:

- Complete your e-learning requirements from the comfort of your own home at your own pace.
- Participate in interactive training specific to your Section.
- Have access to the latest version of training, and extra topic-specific materials



## What is Wood Badge?

Wood Badge is an internationally recognized Volunteer-development program focusing on the knowledge and skills needed to implement the Scouting program. These competencies include youth program facilitation, outdoor skills, Scouter support, risk management and safety. The Wood Badge refers to the recognition that Scouters receive when they complete the Wood Badge program:

- The Wood Badge—two wooden beads on a leather thong
- The Gilwell neckerchief
- The leather Wood Badge woggle
- The Wood Badge certificate

## Wood Badge in Canada

Scouts Canada divides Wood Badge into two parts: Wood Badge I and Wood Badge II. Wood Badge I focuses on helping Scouters acquire basic program facilitation knowledge and is typically completed in the form of eLearning. Scouters are formally recognized with the Wood Badge woggle upon completion of their Wood Badge I and can count towards the Scouter-youth ratio in their Sections.

## Wood Badge I

Scouters are required to complete their Wood Badge I by August 31st of their first year in Scouting and Section Scouters require Wood Badge I for The Canadian Path to be counted towards Scouter-youth ratio. If you are completing Wood Badge I online, it is recommended that you complete one or two eLearning sessions per week. This will allow you to fully digest the content and implement what you have learned directly in your Scouting role.

## Wood Badge II

Wood Badge II focuses on the practical application of the concepts learned in Wood Badge I and introduces basic outdoor and Volunteer-support skills. Scouters are formally recognized with the Wood Badge beads, Gillwell neckerchief and Wood Badge certificate upon completion of the Wood Badge II program.



## The Scouter Development Process

While The Canadian Path is fundamentally youth-led, Scouters are an essential part of that journey. Following this, it is essential that we have an equally effective means of developing our Scouters that uses the same methods that we use to develop youth: the Scout Method and the Four Elements of The Canadian Path. This is referred to as the Scouter Development Process

**Step 1:** Choose a Support Scouter. A Support Scouter is simply a Volunteer that will help you set goals and connect you with the resources you need to be successful. Section Contact Scouters, Group Commissioners and Area Support Scouters all make great Support Scouters.

**Step 2:** Conduct a self-assessment. With the help of your Support Scouter, identify learning gaps and build a Scouter Development plan. Choose one of the “Three Ways to Learn” to suit your learning style and stage or personal progression

**Step 3:** Implement your Scouter Development plan. This is done through iterative Plan-Do-Review cycles, course correcting where necessary.

**Step 4:** Celebrate when you reach learning milestones! (i.e. Wood Badge I or Wood Badge II)

## Three Ways to Learn

Scouters working towards their personal development plan will choose between three ways to approach each Scouter Development Card.

1. **Courses and Workshops:** Formal training through courses and workshops are a good choice when you are relatively new to a skill. Scouts Canada offers a wide selection of eLearning courses on the David Huestis Learning Centre and your local Council likely offers in-person training opportunities.
2. **Coaches and Mentors:** Personal support works best when you have a solid foundation of subject matter knowledge. Other Scouters make great mentors and coaches but subject matter experts outside of Scouting can also be a good resource.
3. **Self-Directed Learning:** In the connected world that we live in, knowledge and program tools are often readily available. Self-directed learning is a good choice if you have both a solid foundation of knowledge and have had time to practice the skill in question.

## Outside Agency Certification

Scouters will commonly take courses offered by outside agencies such as Red Cross or Paddle Canada that will help them deliver fun and safe Scouting adventures. While these certifications are regulated by outside agencies, they are sometimes offered through Scouting at a reduced cost.

### New Scouter Tip

If you are completing Wood Badge I online, it is recommended that you complete one or two eLearning sessions per week. This will allow you to fully digest the content and implement what you have learned directly in your Scouting role.





# RESPECT IN SPORT FOR ACTIVITY LEADERS

Scouts Canada has adopted Respect in Sport for Activity Leaders training that is being used by leading youth organizations, sports leagues and community organizations across Canada. It has been developed by Respect Group; a Canadian leader in youth safety and abuse prevention training, in collaboration with the Canadian Red Cross whose internationally acclaimed curriculum that deals specifically with all forms of abuse, bullying and harassment.

Respect in Sport for Activity Leaders is designed to make good people better by empowering Scouters to identify and prevent bullying, abuse, harassment and discrimination (BAHD) behaviors.

Scouts Canada has implemented this new training program as one more step towards continually enhancing our Safe Scouting culture and keeping our members safe from physical and emotional harm at all times.

- Recognized and transferable between over 40 youth serving organizations across Canada
- Available through the David Huestis Learning Centre as part of Scouting Fundamentals training
- Approximately 3 hours long
- \$30.00 plus tax\*

\*Scouters with financial need can apply to [RISsubsidy@scouts.ca](mailto:RISsubsidy@scouts.ca) to have the cost of their training fully covered.

# SAYING THANKS

to a dedicated Scouter is easier than you might think...



Saying Thanks to a Scouts Canada volunteer for their outstanding contributions to Scouting is this easy:

- Any stakeholder to Scouting (volunteers, youth, parents, the community at large) can fill out a simple online form to commend a Scouter for their outstanding act or service to Scouting.
- Scouters will receive a Certificate of Commendation and a Recognition Letter for the Certificate of Commendation the first time they are commended by a stakeholder and it will be presented within the Scouter's section or group. Each additional commendation will result in only in the Recognition Letter for the Certificate of Commendation
- As Scouters accumulate commendations, they may become eligible for Outstanding Service Awards Outstanding Service Awards are recognized with a medal and uniform insignia for each award.

Go to [Scouts.ca/thanks](https://scouts.ca/thanks) and click on the "Thanks" badge button to describe the impact that a Scouter has had on you, your child or your community. It's that easy.



# RESOURCES

One of the best things about volunteering with Scouts Canada is that Scouters are never forced to start from scratch when it comes to facilitating a quality program. Scouting has been around for over 110 years and in that time we've accumulated thousands of great resources. Through Scouts Canada's online resources, our extensive support network made up of thousands of Volunteers, and the creative imaginations of your Scouting youth and fellow Scouters, you will have access to all of the resources that you will need to embark on great safe Scouting adventures with kids across Canada.

*This section is broken into three parts:*

- Key Resources
- Online Resources
- In-Person Resources



# Three Key Resources

## The Scouts Canada Scouter's Page – [Scouts.ca/Scouters](https://scouts.ca/scouters)

The Scouter's section is devoted to providing constant support to the thousands of volunteers who deliver Scouts Canada programs across Canada. Our progress, success and growth, both individually and as a Movement, is dependent upon having access to the tools and training we need to get the job done. You'll find those tools here - helpful resources that equip us to deliver on the Scouting brand promise – It Starts with Scouts.

*Some of the resources on the Scouter's Page are:*

- The Scouter's Code of Conduct and Two Scouter Rule
- Volunteer Screening Policy
- Every form you'll ever need
- The online New Scouters Welcome Kit
- The Volunteer Support Toolkit
- Marketing and Recruitment Tools



## The Canadian Path - [CanadianPath.ca](https://CanadianPath.ca)

Scouts Canada is embarking on a new journey and is looking for your help in bringing great Scouting Adventures to more Canadian youth. Join us on the Canadian Path as we launch the next great chapter in Canadian Scouting.

*Some of the resources on the Scouter's Page are:*

- The Scouters' Manual
- Program Quality Assessment
- Video Tutorials
- Program Maps
- Trail Cards
- Scouters' Tips

## Scouts Canada Help Centre - For when you can't find your answers online.

Help Centre agents are available to answer any of your Scouting questions. The Help Centre is YOUR RESOURCE!

Do not hesitate to reach out – the Volunteer Services Team are standing by Monday to Friday to help you BE PREPARED to be the best Scouter you can be!

Contact the Help Centre for:

- Assistance with MyScouts.ca or eLearning
- Answers to questions about program and training
- Advice on policy and procedures
- Help with planning activities

Scouts Canada Help Centre  
[Scouts.ca/help](https://scouts.ca/help)  
[helpcentre@scouts.ca](mailto:helpcentre@scouts.ca)

### New Scouter Tip

Another excellent resource for helping you better understand and implement the Canadian Path are Scouter's tips. These give you great suggestions on how to successfully introduce the elements of the Canadian Path in your section and will give you a better understanding of what a group on the Canadian Path will look like.

# Resources on CanadianPath.ca

## Scouters' Manual

As part of the Canadian Path we have introduced this manual which will teach you the basics what you need to know about being a Scouter.

### SCOUTERS' TIPS

Another excellent resource for helping you better understand and implement the Canadian Path are Scouter's tips. These give you great suggestions on how to successfully introduce the elements of the Canadian Path in your section and will give you a better understanding of what a group on the Canadian Path will look like.

### TRAIL CARDS

Trail cards are tools that youth can use to help choose and plan adventures. Each Trail Card contains the basic elements needed to plan, do and review an adventure.

### PROGRAM PLANNING TEMPLATE

Use this handy template to help facilitate program planning with your Section Leadership Team. The Scouting year is broken down into Program Cycles (seasons) and months to help make planning easy for your youth.

## Other Great Online Resources

### SCOUTINGLIFE.CA

ScoutingLife.ca is Scouts Canada's digital magazine for Scouts, Scouters and their families to read about the great things happening across the country, and share their very own Scouting stories. There are sections for videos, news and events, safety tips, and gear reviews from the Scout Shop!

### PARENT ENGAGEMENT TOOLS

Getting and keeping parents involved in Scouting is a very important way to help us grow our volunteer base and improve our existing programs. Parent involvement is key to running a successful Scouting program. Check out [Scouts.ca/parent-engagement](https://scouts.ca/parent-engagement) to find out more information.

### VOLUNTEER SUPPORT TOOLKIT

Imagine a Scouts Canada where all volunteers clearly know and can internalize what a quality program looks like, where all volunteers are truly committed to the Mission of Scouting, this is a tool to help you achieve that. Visit [Scouts.ca/VSTK](https://scouts.ca/VSTK).

### THE SCOUT SHOP

The Scout Shop is here with everything you'll need for a successful Scouting year - from uniforms to books and camping equipment! This is a great resource to develop ideas about what kinds of products are available and how they might be better integrated into your program. You can shop online or at our storefront locations across Canada at [ScoutShop.ca](https://scoutshop.ca).

## New Scouter Tip

**BP&P – Bylaws, Policies and Procedures:** These are Scouts Canada's "rules". You won't have to reference this document as often as your Group Commissioner but you can find it at [Scouts.ca/Scouters](https://scouts.ca/Scouters) under Resources for all Sections.

# In-Person Resources

## The Youth

The best resource you have in Scouting are the youth. Since the program should be youth driven they should be the ones giving you ideas for what you should be doing as a Section. They are also a crucial benchmark for measuring program quality.

## Fellow Scouters

Next to the youth, the most valuable resource you have are the people in your Group, like your fellow Section Scouters. Many of them will have experience in the Section and will be a great wealth of knowledge and resources to help you develop as a Scouter. Ask lots of questions and ask for feedback often.

## Group Commissioners

Your Group Commissioner should be visiting your Section at least three times a year to give useful feedback and advice. If it has been a while since their last visit, give them a friendly reminder by inviting them to one of your Section meetings or outings.

## The Area and Council Support Teams

The Area and Council Support teams are groups of experienced Scouters with a whole wealth of knowledge and resources for you to use. They are led by an Area Commissioner (a Volunteer), Area Youth Commissioner (a youth Volunteer), and Area Support Manager (an employee). Just like the rest of your Scouting team, your Area Support Scouters are friendly people who are very approachable and want to help you succeed.



# SAFETY & RISK MANAGEMENT

In this section, you will be introduced to some of the policies of Scouting, information about forms, and answers for general Scouting questions.

*The section is broken into three parts:*

- Code of Conduct
- Volunteer Screening Policy
- Risk Management Commonly Used Forms.

*You can find fillable pdf forms and other useful resources, such as Bylaws, Policies and Procedures (BP&P), online at [Scouts.ca/Scouters](https://scouts.ca/scouters).*



# Helping our Scouting youth **STAY SAFE**

**ScoutSafe** is Scouts Canada's incident reporting app and electronic management system. The ScoutSafe app makes it easier for Scouters, parents and youth to report safety incidents as they happen, enabling our Safe Scouting team to respond to incidents in a more timely and proactive manner. ScoutSafe helps with incident reporting, but also improves Scouts Canada's ability to maintain safer facilities for our youth members to enjoy.

ScoutSafe is available for download on both Android and iOS devices. All Scouts Canada's members, staff and parents of youth are encouraged to download the app to use during their Scouting adventures!



# Volunteer Screening Policy



In order to ensure that all Scouts Canada youth members continue to benefit from a safe and healthy environment in which to explore Scouting programs, the Board of Governors has approved this screening policy. It ensures that all members in a position of trust are aware of Scouts Canada's Code of Conduct and are knowledgeable of their obligation to plan for and deliver programs in a safe manner.

Scouts Canada's screening policy and adult registration practices are designed to clearly demonstrate our commitment to keeping our youth members safe from harm at all times.

## New Members:

	SCOUTS CANADA MEMBERS			NON-SCOUTS CANADA MEMBERS		
	Scouters under 18 (inc. CYC, AYC)	Rover Scout	Scouter & other adults (e.g. BP Guild)	Parent Helper & other Adults - Regular Meeting; Day Activity (occasional)	Parent or Guardian - Overnight	Adult - Overnight
<b>NEW</b>						
Application	Yes	Yes	Yes	No	No	No
Interview	Yes	Yes	Yes	Code of Conduct, expectations	Code of Conduct, expectations	Code of Conduct, expectations
Reference Check	Yes	Yes	Yes	No	No	No
Signed Code of Conduct (annual)	Yes	Yes	Yes	Yes	Yes	Yes
PRC (Clean)	No	Yes	Yes	No	No	Yes
VSS (Clean)	No	No	Yes	No	No	Yes
Mandatory Training	Yes-Respect in Sport Activity leaders training	Yes-Respect in Sport Activity leaders training	Yes-Respect in Sport Activity leaders training	No	Safe Scouting for Parents Training	Safe Scouting for Parents Training
Supervision	No - Two Scouter Rule	No - Two Scouter Rule	No - Two Scouter Rule	Yes - 2 Scouters	Yes - 2 Scouters	Yes - 2 Scouters
Count for Ratio?	Yes - if WB1	Yes - if WB1	Yes - if WB1	No	No	No
Other Restrictions	No	No	No	Role explained to youth	Role explained to youth	Role explained to youth

Member Registration Steps

WB1 Wood Badge 1



No volunteer who has applied for membership can participate in Scouting programs or wear the Scouts Canada uniform without first completing all of the registration and screening steps noted in the table on page 1. For clarity, the term occasional refers to between three and five times annually. Non-members attending more than five meetings in a given Scouting year should be registered in keeping with the steps outlined above. Members must apply for a Police Record Check (PRC) upon turning 18.

The mandatory training program is comprised of the following:

- **Scouting Fundamentals (Formerly Module 1 of Wood Badge 1)**

The full training program, Wood Badge 1, is available online via David Huestis Learning Centre (accessed through [myscouts.ca](http://myscouts.ca)) or can be completed in person.

## Returning Members:

	SCOUTS CANADA MEMBERS		
	Scouter under 18 (inc. CYC, AYC)	Rover Scout	Scouter & other adults (e.g. BP Guild)
<b>RENEWING</b>			
Application	Yes	Yes	Yes
Interview	If new Group, Area, Council	If new Group, Area, Council	If new Group, Area, Council
Reference Check	If new Group, Area, Council	If new Group, Area, Council	If new Group, Area, Council
Code of Conduct	Yes	Yes	Yes
Wood Badge 1 Training	Yes	No	Yes
PRC Renewal	N/A	3 years from last PRC	3 years from last PRC
VSS Renewal	N/A	No	No



# Scouts Canada Adult Code of Conduct

This Code of Conduct applies to all adult members of Scouts Canada over the age of 18, and all employees regardless of location and role. Parents and guardians who wish to participate in Scouting activities must also follow this Code. When accepting any role in Scouting, you agree to follow this Code when engaging with youth and adults either in-person or on-line.

The purpose of this Code is to protect youth and to help adults work safely with them and with each other.

## Commitment

My behaviour reflects Scouts Canada's values, promise and law and thus protects the safety and well-being of all Scouts Canada members. I will set an example that I would wish others to follow

### THEREFORE, I WILL:

- Follow our youth protection policy at all times, including Scouter-to-Youth ratios, separate sleeping and washing facilities and consider these points when planning Scouting activities.
- Follow all safety requirements of Scouts Canada including risk and hazard reviews for all activities.
- Notify Scouts Canada if I am the subject of any criminal investigation or any allegation or concern related to youth safety that may impact my ability to participate in Scouting activities.
- Treat everyone with fairness, respect and dignity.
- Always ask a youth's permission before I touch them, and ensure that any physical contact is respectful and safe.
- Encourage people to speak up about issues related to personal or Group safety that concerns them.
- Respectfully challenge behaviour or attitudes that I feel are inconsistent with Scouting values.
- Immediately report any concern for the welfare of youth or allegations of abuse to the authorities and to Scouts Canada.
- Protect the personal information of others, keeping it secure and using it for Scouting purposes only.
- Immediately report any breaches of this code and Scouts Canada policy to Scouts Canada.

- Ensure that I follow the two-Scouter rule and always have another Scouter present or copied when I am in contact with youth, whether in-person or online.
- I will use positive discipline, promoting good behavior by guiding youth towards positive solutions during disciplinary discussions rather than focusing exclusively on bad behavior.

### I WILL NOT EVER:

- Behave in such a way that anyone could misinterpret my actions no matter how well-intended.
- Engage in any form of inappropriate relationship with youth or exploit them in any way.
- Ignore or trivialize abuse, harassment, bullying, hazing or bad behaviour.
- Have one to one contact with youth online or in-person.
- Swear or use inappropriate language in front of youth.
- Use punishments and discipline that are demeaning, embarrassing or degrading
- Smoke in front of youth.
- Consume alcohol on Scouting activities for youth.
- Take part in Scouting if I am impaired by any substance.
- Allow any allegation or concerns of abuse to go unreported.
- Rely on just my good name to protect me.
- Engage in inappropriate conduct or behavior with youth, including suggestive remarks threats, even in fun.

**I understand and agree to follow this code of conduct. I understand that my violation of any part of it may result in suspension, discipline or termination of membership or with Scouts Canada.**

This Code of Conduct must be completed before participating in any activities or at the start of each Scouting year.

**Sign Online at [MyScouts.ca](https://myscouts.ca)**

# Scouts Canada Youth Scouter Code of Conduct

This Code of Conduct applies to all Scouters under the age of 18. A separate Code of Conduct applies to anyone aged over 18. This Code will help you work safely with other youth, protecting them and yourself.

You have a responsibility to look after yourself and others. Other Scouts will look up to you and follow your lead. It is important to set a good example and remember your Scout Promise and Law.

To ensure the safety and well-being of all Scouts Canada members both on and offline, I will:

- Think and act safely.
- Remember that I have influence and power over others and will not take advantage of this.
- Follow activity rules and Scouter-to-Youth ratios.
- Encourage people to speak up about issues related to personal or Group safety that concern them.
- Not exploit others, show favouritism, engage in a relationship or flirt with the youth I supervise.
- Not swear or use inappropriate language.
- Not smoke in front of youth or refer to consumption of tobacco, drugs or alcohol.
- Not take part in Scouting if I am negatively affected by any substance or prescription drugs.
- Immediately report any concerns of abuse, bullying, harassment or other inappropriate conduct.
- Act to prevent and stop hazing, bullying and harassment.
- Only touch youth I supervise after asking permission, and in a safe and respectful way.
- Not play physical contact games, make suggestive remarks or jokes with the youth I supervise.
- Think carefully before I post online, including giving out my personal details and sharing without permission.
- Remember that I am entitled to be respected, safe from harm and not be exploited.
- Say “no” to anyone who asks me to do something that makes me feel uncomfortable or unsafe.
- Ask for help from an adult I trust if anyone makes me feel uncomfortable, worried or scared.
- Have fun and enjoy Scouts!

**I understand and agree to follow this Code of Conduct. I understand that my violation of any part of it may result in suspension, discipline or termination of membership from Scouts Canada.**

This Code of Conduct must be completed at the start of each Scouting year before participating in any activities.

## Sign Online at MyScouts.ca

If you are worried about yourself or anyone else or need to report something, you can get help from:

An adult you trust

[kidshelpphone.ca](http://kidshelpphone.ca) 1-800-668-6868

[cybertip.ca](http://cybertip.ca) to report online sexual content or abuse

Safe Scouting [safety@scouts.ca](mailto:safety@scouts.ca) or 1 (800) 339-6643 (24 hours)

Emergencies 911



## Scouts Canada Camping And Outdoor Activity Application

Application for the Camp or Outdoor Activity is made on behalf of the:

Colony     Pack     Troop     Company     Crew

Group: \_\_\_\_\_ Area: \_\_\_\_\_ Council: \_\_\_\_\_  
 Camp/Outing Date(s): \_\_\_\_\_ Duration of Outing: \_\_\_\_\_  
 Expected Attendance: Beavers: \_\_\_\_\_ Cubs: \_\_\_\_\_ Scouts: \_\_\_\_\_ Venturers: \_\_\_\_\_ Rovers: \_\_\_\_\_ Adults: \_\_\_\_\_  
 Scouter in Charge: \_\_\_\_\_ Phone: (Home): \_\_\_\_\_ (Work): \_\_\_\_\_  
 Home Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

**Leaders attending:**  
(attach list if insufficient space)

**Parent/Guardian's attending:**  
(attach list if insufficient space)

Name: \_\_\_\_\_  
 Name: \_\_\_\_\_

Name: \_\_\_\_\_  
 Name: \_\_\_\_\_  
 Name: \_\_\_\_\_  
 Name: \_\_\_\_\_  
 Name: \_\_\_\_\_  
 Name: \_\_\_\_\_  
 Name: \_\_\_\_\_  
 Name: \_\_\_\_\_

**Volunteer Helper / Resource Person attending (attach list if insufficient space, check as per B.P.&P., Section 3001.2 for Screening Level Chart):**

Name: \_\_\_\_\_ Address: \_\_\_\_\_ Phone: \_\_\_\_\_ PRC verified:   
 Name: \_\_\_\_\_ Address: \_\_\_\_\_ Phone: \_\_\_\_\_ PRC verified:   
 Name: \_\_\_\_\_ Address: \_\_\_\_\_ Phone: \_\_\_\_\_ PRC verified:

**Location of Camp or Outing:**

Facility Name: \_\_\_\_\_ Address: \_\_\_\_\_ Phone: \_\_\_\_\_

**Description of Program:**

**Route Plan Including Campsites (if applicable):**

Parents are responsible for getting youth to Camp Gardner. Staying on campsite 5 at Camp Gardner

**Mode of Transportation:**  Vehicle  Bus  Train  Plane  Boat/Canoe  Bicycle  Hiking  Other: \_\_\_\_\_

**Distance to Travel:** \_\_\_\_\_

**Group Commissioner Approval:** \_\_\_\_\_ **Date:** \_\_\_\_\_



## Scouts Canada Safety Checklist

**To be completed by the scouter in charge** of any section applying to go Camping or on an Outdoor Activity in accordance with Scouts Canada's Policies and Procedures.

**Directions:** Check off each box as the conditions are met. When all boxes are checked, sign the bottom of this form and pass it to the Group Commissioner for approval. The Checklist and Application, once approved by the Group Commissioner, is then submitted to the office of your Council Executive Director.

### First Aid/Emergency

- At least 1 adult present with First Aid certification and equipment/kit appropriate for outing. Where Scouts or Venturers are camping or participating in activities without adults present, at least one member present has appropriate first aid certification and appropriate equipment/kit for the camp/activity.
- Emergency Plan including communications and procedures developed.
- Level of risk associated with outing assessed and evaluated.
- Directions to nearest doctor or medical facility established.
- Scouts Canada Program Participant Enrolment Form or Application for Membership and Appointment of Volunteers form for each participant on hand.**
- Safe drinking water available or appropriate treatment device.
- Accident reporting/recording procedures and form.

### Planning and Program

- Scouts Canada's *By-Law, Policies and Procedures* are being followed.
- Activity meets needs of youth involved and is age-appropriate for the section.
- Applicable government (municipal, provincial and federal) regulations complied with.
- Area being visited has been checked or researched for suitability.
- Appropriate personal hygiene planned for outing.
- Nutritional menu taking into account food allergies.
- All equipment in good repair and appropriate for outing.
- Proper consideration given to propriety for Co-ed camps/outings.

### Communication

- Parents/Guardians have been appropriately briefed regarding the nature of the activities, the preparation required and potential risk associated with the activity.
- Group Committee notified and approves of activity.
- Scouts Canada Parent/Guardian Consent Form* on hand for each youth attending (for Category Three activities or Out-of-Country Travel only).

**NOTE: A camping/outing plan including: route, timetable, destination, list of participants, description of the event, sketch map and directions for locating the group has been provided with this Activity Application to the Group Commissioner, and upon approval, to the office of your Council Executive Director.**

### Training

- At least one adult has the necessary skills and training appropriate for the outing.
- Where Scouts or Venturers are camping or participating in activities without adults present, at least one member present has the necessary skills and training appropriate for the outing.
- Youth have received appropriate training/preparation for the outing.

**Scouter in Charge, Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_

# Scouts Canada Incident Report Form

Please submit an incident report for any behaviour or event that raises safety concerns (examples: injury, illness, behaviour inconsistent with the Code of Conduct, property damage, and complaints). Any questions about this process should be sent to [safety@scouts.ca](mailto:safety@scouts.ca).

Incidents should be reported by:

1. If the incident is of a serious nature, immediately calling Scouts Canada at 1-800-339-6643.  
Any questions about this process should be sent to [safety@scouts.ca](mailto:safety@scouts.ca).
2. For all incidents including those reported as in 1. above, complete this Incident Report Form and submit it to Scouts Canada by email to [safety@scouts.ca](mailto:safety@scouts.ca) OR by FAX to 613-224-3571 OR by mail to Scouts Canada, 1345 Baseline Road, Ottawa, ON K2C 0A7 as soon as possible following the incident
3. Send or give a copy of the Incident Report to your local Council Office.

INFORMATION ON INJURED PERSON OR OWNER OF DAMAGED PROPERTY		
Name:	Birthdate:	
Address:		
Phone numbers:	Home:	Work:
Complete this section if this person is a registered member.	Group: <input type="checkbox"/> Youth member <input type="checkbox"/> Adult member	Section:
Date of incident:		
Place and nature of activity:		
Description of incident and nature of injury or property damage (see notes * and ** below.)		
Complete following if applicable:		
Name of doctor consulted:	Telephone:	
Name and address of hospital or clinic:		
Witness Name:	Home Phone:	Work Phone:
Witness Name:	Home Phone:	Work Phone:

July 2015

Scouts.ca



INFORMATION ON THE GROUP		
Name of Group:		Section:
Name of Leader in Charge:		
Address:		
Phone numbers:	Home:	Work:
	Fax:	E-mail:

COMPLETE ONLY IF THIS INCIDENT WAS REPORTED TO POLICE
Police Station Name/Number:
Police Station Address:
Name and Phone Number of Officer in Charge:

REPORTING MEMBER'S INFORMATION		
<p>This report must be signed by a currently registered Scouting member or a current employee of Scouts Canada. A copy of this report should also be sent to your local Council Office – see instructions on top of this form.</p>	Full Name:	
	Position in Scouting:	
	Street:	City:
	Province:	Postal Code:
	Telephone (home):	Telephone (work):
	Fax:	E-mail:
	Signature:	Date:

- \* If a vehicle was involved, please include name, address and telephone number of vehicle owner and of the vehicle driver, if not the same.
- \*\* Submission of this report no later than 30 days from the incident date constitutes notice of a potential claim only. To submit a claim, please attach to this form, or send under separate cover, original receipts and/or standard dental claim forms which are available from your dentist. See BP & P, Forms Section 20000,

<p><b>For National Office use only:</b></p> <p>Forwarded to broker(s) on _____</p> <p><b>Liability      Indemnity</b></p>
---

July 2015

Scouts.ca



# CONCLUSION

Thank You! We want to Thank You for your time, effort and commitment. We would not be able to offer youth our programs without you.

Most importantly we are thankful for the difference you are making in the lives of children, youth and young adults.

Through Scouting, youth are more likely to demonstrate greater self-confidence and optimism about what the future holds and how they will impact it. They express a strong sense of civic responsibility and environmental awareness, extending their "pay it forward" attitude to the community. They become more healthy, energetic, outgoing, conscientious and compassionate – and they have a lot of fun!

Welcome to this game we call Scouting!





### Scouts Canada Membership at a Glance

Councils	20
Areas	262
Groups	1,601
Sections	7,394

### Membership Census

Beaver Scouts	19,396
Cub Scouts	21,989
Scout	14,939
Venturer Scouts	5,522
Rover Scouts	1,614
Total Participants	63,460
Total Volunteers	22,198
Total Employees	215
Total Membership	85,873

# GREAT ADVENTURES Start with Popcorn



Every kernel of popcorn brings you one step closer to first-time adventures and great outdoor programming. More than half of all Scout Popcorn revenue stays with local Scouting. The funds raised are used throughout the year to reduce the cost of camps, events and jamborees, and to support programs and initiatives like No One Left Behind. Scout Popcorn can help you fundraise towards great, safe Scouting adventures.

## WHY FUNDRAISE WITH SCOUT POPCORN?

- Through fundraising with Scout Popcorn you can fund epic Scouting adventures
- Youth gain valuable business skills and learn to set and achieve their goals
- Youth learn the value of Planning, Doing and Reviewing
- As a part of the Trail's End Post Secondary Scholarship, youth who sell \$2500 in popcorn will receive 6% of their total sales invested into their very own post-secondary fund

## SCOUT POPCORN BY NUMBERS...

**1** NATIONAL CAMPAIGN

**20** COUNCILS

**1050** GROUPS

**31,671** YOUTH MEMBERS  
ACROSS CANADA



Make Scout Popcorn a part of your program this year,  
and bring on the adventure!

For more information visit, [Scouts.ca/popcorn](https://scouts.ca/popcorn).



It starts with Scouts.

# Glossary

## How Scouts Canada is structured:

**Section** — A sub-division of a Scout Group which delivers one of Scouts Canada’s programs: Beaver Scout Colony, Cub Scout Pack, Scout Troop, Venturer Scout Company or Rover Scout Crew.

**Group Committee** — A Group Committee is a structure comprised of parents, Section Scouters, a Sponsor/Partner representative and a Group Commissioner responsible for the operation of a Group and accountable, through the Group Commissioner, to the Council or Area.

**Group** — One or more program sections -Beaver Scout Colony, Cub Scout Pack, Scout Troop, Venturer Scout Company, Rover Scout Crew - under the administrative guidance of a group committee. The term “group” applies even if lacking one or more of the sections.

**Partener/Sponsor** — An association, institution, organization or body of citizens which wishes to offer one or more of Scouting’s programs (i.e. service club, religious body or community association)

**Area** — A geographic support unit within a Council. Areas provide support and guidance to all Groups within the Area.

**Council** — A geographic support unit of Scouts Canada; responsible for supporting Areas and Groups within their boundaries. Councils are accountable to the national organization.

**Scouts Canada** — a bilingual Canadian Scouting association which was incorporated by Act of Canadian Parliament on June 12, 1914 and has since been a member of the World Organization of the Scout Movement (WOSM).

**World Organization of the Scout Movement (WOSM)** —The world governing body of Scouting responsible for Scouting’s method, principles, and global strategic directions.

## Roles within Scouts Canada:

**Youth** — A registered member who is under twenty-seven years of age as of September 1st of the year in question

**Scouter** — A fully screened, registered, and active Scouts Canada volunteer.

**Section Contact Scouter** — Team lead and primary contact for a Section

**Section Scouter** — An active volunteer member who is appointed to a position of trust to provide delivery of a Scouts Canada program to registered youth members.

**Support Scouter** — A Support Scouter is a registered volunteer who offers service to Scouts Canada through a commissioner. They are appointed by a commissioner as a resource for Scouters because of experience, training, motivation and personal qualities.

**Commissioner** — A volunteer member of Scouts Canada who has the authority and responsibility to manage an organizational unit within Scouts Canada. The commissioner title is typically preceded by the organization they are responsible for; Chief (nationally), Council, Area and Group. Commissioners often have deputies or assistants who are appointed to oversee specific portfolios such as training or recognition.

**Youth Commissioner** — A youth member of Scouts Canada whose role it is to ensure that the youth are involved and engaged in every decision that relates to their Scouting experience; to advocate for young volunteers throughout the organization; and to ensure that youth leadership development opportunities are provided for all youth members. There are Youth Commissioners at the National, Council, Area and Group levels.

**Key 3** — A shared leadership model where a volunteer (Commissioner), a youth member (Youth Commissioner) and an employee make decisions concerning their organizational unit in conjunction with each other. This structure exists at the National, Council and Area levels of Scouts Canada.

## Important Scouting terms:

### **By-Laws, Policies and Procedures (BP&P)** —

The national document governing the operation of Scouts Canada.

**MyScouts.ca** — Scouts Canada's online computer system that Scouters and families can use for: user-friendly member setup, eLearning, online registration, renewal and payment, event management and online collaboration.

**Applicant** — An individual who has indicated an interest in becoming a volunteer member of Scouts Canada by filling out an application for membership, but has not completed all of the elements of the screening and mandatory training process.

**Wood Badge Training** — Wood Badge training is the official name for Scouting's program planning and delivery training, which all Scout Organizations across the world use

**Program Quality Assessment** — The Program Quality Assessment Guide allows Scouters to ensure that the Scouting program meets and exceeds Scouts' expectations, and explain to parents and youth what they can expect to receive when they join. By reviewing the Program Quality Assessment with youth, Scouters can ensure that Canadian youth get the Scouting experience that they deserve!

**Woggle** — A circular piece of fabric, leather or wood which holds a necker in place. Completion of Wood Badge I training is recognized with a leather woggle tied in the turks head knot.

**Necker** — A rolled triangular piece of fabric worn around the neck. Scouts have worn neckers, or neckerchiefs, since the beginning of the movement. At one time they were more functional, but are now generally for appearance only. Each Group can adopt their own colours and design, or use one of the national neckers.

**Lord Baden-Powell** — Founder of Scouting.

**Investiture** — Ceremony at which an individual officially joins Scouting and commits publicly to its values and adherence to the Scout Promise and Law.

**Jamboree** — A Scout camp held on a large scale.

**Scouts' Own** — a gathering of Scouts for spiritual reflection.



# SCOUTSHOP.CA

## Gear up for great, safe, Scouting adventures



Visit the Scout Shop today and gear up for your next great adventure! Our engaged sales team is happy to help — they understand the needs of the Scouting movement. And most importantly, every dollar spent in the Scout Shop and at Scoutshop.ca stays with the Scouting movement to support youth as they develop into confident, capable individuals, better prepared for success in the world.



LEATHERMAN®

Eureka!

**Calgary Scout Shop**  
2140 Brownsea Drive N.W.  
Calgary, AB T2N 3G9  
Phone: 403-283-7060  
Fax: 403-283-6844  
calgaryshop@scouts.ca

**London Scout Shop**  
531 Windermere Road  
London, ON N5X 2T1  
Phone: 519-432-8202  
Fax: 519-432-1677  
londonshop@scouts.ca

**Regina Scout Shop**  
1640 Albert St. Unit 3  
Regina SK S4P 2S6  
Phone: 306-525-1840  
Fax: 306-525-1890  
reginashop@scouts.ca

**Toronto Scout Shop**  
10 Kodiak Cres, Unit 120  
Toronto, ON M3J 3G5  
Phone: 416-490-6313  
Fax: 416-490-6911  
torontoshop@scouts.ca

**Edmonton Scout Shop**  
14205-109th Avenue  
Edmonton, AB T5N 1H5  
Phone: 780-454-8561  
Toll Free: 1-800-480-2054  
Fax: 780-451-5333  
edmontonshop@scouts.ca

**Oakville Scout Shop**  
165 Randall Street  
Oakville, ON L6J 1P5  
Phone: 905-338-9135  
Fax: 905-844-4962  
oakvilleshop@scouts.ca

**Saint John Scout Shop**  
201 Union Street  
Saint John, NB E2L 1A9  
Phone: 506-646-9123  
Fax: 506-646-9122  
saintjohnshop@scouts.ca

**Vancouver Scout Shop**  
Serving Cascadia, Fraser Valley and  
Pacific Coast Councils  
664 West Broadway  
Vancouver, BC V5Z 1G1  
Phone: 604-879-5724  
Toll Free: 1-866-879-5724  
Fax: 604-879-5433  
vancouvershop@scouts.ca

**Hamilton Scout Shop**  
375 James Street South  
Hamilton ON L8P 3B9  
Phone: 905-528-4662  
Fax: 905-528-7919  
hamiltonshop@scouts.ca

**Oshawa Scout Shop**  
1711 Simcoe Street North  
Oshawa, ON L1G 4Y1  
Phone: 905-725-5722  
Fax: 905-571-7920  
oshawashop@scouts.ca

**St. John's Scout Shop**  
55 Karwood Drive  
Paradise, NL A1L 0L3  
Phone: 709-722-0931  
Fax: 709-722-5407  
stjohnsshop@scouts.ca

**Windsor Scout Shop**  
3085 Marentette Avenue  
Windsor, ON N8X 4G1  
Phone: 519-966-0481  
windsorshop@scouts.ca

**Ottawa Scout Shop**  
1345 Baseline Rd  
Ottawa, ON K2C 0A7  
Phone: 613-224-0139  
Fax: 613-224-3571  
ottawashop@scouts.ca



With every new member, every camp and every community service project, Scouts Canada makes one simple promise to Canadian youth, parents and society:

# Scouts is the start of **SOMETHING GREAT.**

Kids in Scouts have fun adventures, discovering new things and experiences, they wouldn't discover elsewhere.

Along the way, kids develop into capable, confident and well-rounded individuals, better prepared for success in the world.



It starts with Scouts.

1-888-855-3336 | [Scouts.ca](https://scouts.ca)

[Scouts.ca/NSWK](https://scouts.ca/NSWK)