



WAITING LIST POLICY

Application forms are only available from our scout den. Please call between Monday to Friday 19:30 & 20:00 to collect a form (during school term only).

POLICY STATEMENT

1ST Dublin Fairview Scout Group is committed to maintaining a policy and process for allocation of places in each section of the Group that will promote continuity within the sections and be fair, transparent and equitable.

PURPOSE

The purpose of this document is to state the policy and criteria which will be followed in the allocations of places.

SCOPE

This document is in relation to the allocation of youth member places in all sections of the 1ST Dublin Fairview Scout Group only.

DEFINITIONS

Youth member: A registered member of any section of the Scout Group who is under 26.

Leader: A registered Leader of any section of the Scout Group.

Support Volunteer: An Associate Member (registered but does not take part in scouting program) who offers their time and expertise to the Group e.g. plumbing, carpentry, IT, cleaning, fundraising or becomes a member of the Parents and Friends Support Group.

Admissions Officer: A person appointed by the Group to maintain the Waiting List and Admissions.

Transition: Where a youth member moves from one section to the next section at the appropriate age.

Registration: Complete of Section registration form and payment of Annual Subscription Fee.

RESPONSIBILITIES

ONLY APPLICATIONS RECEIVED BY POST WILL BE CONSIDERED.

IT IS THE PARENTS/GUARDIAN'S RESPONSIBILITY TO FAMILIARISE THEMSELVES WITH THE WAITING LIST POLICY.

IN ALL CASES THE GROUP LEADER'S DECISION IS FINAL.

Parents or guardians must collect, complete sign and return a waiting list application form, by post to the Admissions Officer at the following address –

Admissions officer, Fairview Scout Den, Croydon Gardens, Marino, Dublin 3, D03 R602



The Admissions Officer will maintain and administrate the admissions and waiting list in line with the agreed and published policy and in conjunction with the Team Leaders and Group Leader.

Team Leaders will liaise with Admissions Officer regarding transitions, registration and their current numbers.

The Group Leader will arbitrate in the event of any questions from the Waiting List Policy and that decision will be final.

CRITERIA FOR APPLICATION TO WAITING LIST

Waiting List application form is to be completed, signed by parent or guardian and returned, by post, to the Admissions Officer.

Applications will only be accepted for children 4 years of age and older who are living within the defined boundary for admission to 1st Dublin Fairview Scout Group.

The Admissions Officer will acknowledge receipt of the application by email and no other correspondence will be entered into until your child is offered a place in a section or has been unsuccessful in getting a place.

If a place has not been offered in a suitable timeframe, the child's name will either be moved to the waiting list for the next section or removed from the list as requested by their parents or guardians.

If a place is offered and not taken up, the child's name will be removed from the waiting list.

Minimum ages are:

Beavers – 6 years, Cubs – 9 years, Scouts – 12 years, Ventures – 15 years, and Rovers - 18 years

CRITERIA FOR OFFERING PLACES

Places are offered in each section in the following order:

1. Places are offered to youth members transitioning from another section i.e. Beavers who are going up to Cubs, Cubs who are going up to Scouts and Scouts going up to Ventures.
2. Children of existing or new leaders or support volunteers who have already completed 6 months active service in a section or the Group. This does not include application and vetting completion time and does not apply to returning leaders or support volunteers who have given more than 6 months active service in the past.
3. Siblings of existing youth members who have followed the correct application process.
4. Next name on waiting list for that section, this is at the discretion of the Team Leader, Admissions Officer and Group Leader in order to facilitate age and gender balance within sections.
5. Youth members will not start in the last year of program in any section unless it is in the youth member's best interest to do so; any such exception will be agreed between the Team Leader, Admissions Officer and Group Leader.

TRANSITION AND REGISTRATION

Transitions from the younger sections will be done in September. Registration will take place in early September. If places are available following registration, they will be offered based on the Criteria defined. Any exceptions to this will be at the discretion of the Team Leader, Admissions Officer and Group Leader.



1st Dublin Fairview Scout Group



FAMILY COMMITMENT

The 1st Dublin Fairview Scout Group is a completely voluntarily led and managed group. Everyone from the Group Leader, Section Leaders, Assistant Leaders, Parents and Friends Committee etc., is a volunteer; giving up their time and energies to make the Scout Group the success it is today.

We expect that new families joining the group will support the group by giving their time to support events throughout the year. This might be in fundraising, selling tickets, gardening, DIY, cake sales etc. Each year, every family is expected to assist at an event or by giving their expertise or time as appropriate.

Not only does this help the Group, but you will find that your child also benefits and appreciates the support you give to their Scout Group.