



Scouts

1st Ince and Elton

Supporting Adults & Volunteer Development Policy

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| Ref number: | 1STIEGP03 | Date of issue: | 08/06/2025 | Prepared by: | Ashley Proctor |
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Supporting Adults & Volunteer Development Policy

1. Purpose

This policy sets out how 1st Ince and Elton Scout Group supports, equips, and recognises its adult volunteers. It covers recruitment, training, expenses, and ongoing development to ensure a welcoming, inclusive, and sustainable volunteer experience.

2. Recruitment and Onboarding

2.1 Equal Opportunities

The Group is committed to inclusive volunteering. Roles are open to all adults regardless of age, gender, background, or ability, subject to the requirements of The Scout Association's policies.

2.2 Safer Recruitment

All new adult volunteers are required to:

- Complete a disclosure check (DBS) and provide references
- Complete mandatory training (including Safety and Safeguarding)
- Be approved by the Group Lead Volunteer

2.3 Welcome and Induction

New volunteers will be provided with:

- A welcome conversation with a volunteer from within the group and a volunteer from our District. This will be held in a familiar location/environment.
- A copy of this policy and key Group procedures
- Access to The Scout Association's online training and resources
- A named mentor or buddy for informal support

3. Training and Development

The Group fully supports the training scheme set out by The Scout Association. Volunteers are expected to:

- Complete essential training within time frames set out in POR
- Work towards role-specific and ongoing learning

Leaders will be encouraged to attend district, county, and national events for skills development and peer support.

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4. Expenses and Reimbursement

4.1 Claims Process

- Volunteers may claim reasonable out-of-pocket expenses (e.g. mileage, materials).
- A completed expenses/mileage form must be submitted with receipts where applicable.
- Mileage is reimbursed at £0.25 per mile (reviewed annually after the Spring Budget).

4.2 Uniform Support

- Financial support for a volunteer's initial uniform (shirt, trousers, belt, necker, woggle, badges) may be available.
- Requests must be approved by the GSL and Group Chair.

Uniform support is not available for personal equipment such as boots, waterproofs, or camping gear.

5. Recognition and Retention

Volunteers will be recognised and thanked regularly for their time and contribution, including:

- Group/District/Community awards and thank-you events
- Nominations for formal Scout Association awards (*anyone can nominate others for a formal award in Scouting, this is done through the "My Membership" digital system*)
- Celebrating service milestones

The Group Lead Volunteer and Group Trustee Board will periodically review volunteer roles in an effort to prevent burnout and ensure positive experiences.

6. Safeguarding and Support

All volunteers must adhere to The Scout Association's Yellow Card and safeguarding policies.

- Any concerns or incidents must be reported immediately to the Safeguarding Team at Gilwell Park.
- Volunteers are encouraged to raise any wellbeing or role-related concerns early, so support can be provided.

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7. Communication and Review

This policy will be shared with all adult volunteers on joining and reviewed every three years, or sooner if required.

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