



# JOINING 1ST WALTON

How we manage waiting lists and moving  
between sections

## Abstract

Policies, priorities and rationale regarding how people are offered places in the group both as new joiners as well as from existing sections.

## Date

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## Waiting List Policy

*Please be aware that despite being called a waiting list, there is no guarantee that a place will become available or that a place will be offered*

1st Walton Viking Sea Scouts currently have 8 Sections and a partnered Explorer Scout Unit

- Two Squirrel Dreys (Mon & Tuesday)
- Two Beaver Colonies (Wed & Thursday)
- Two Cub Packs (Mon & Tuesday)
- Two Scout Troops (Wed & Friday)
- Viking Explorer Scout Unit (ESU). (Thursday)

We run a waiting list system to enable parents to register should their young people wish to join a section. This policy attempts to explain how we match places, as they become available.

### General Notes

For a young person to be added to the application list, the following details **MUST** be supplied: full name, date of birth, address & postcode, phone number and email contact details of at least one parent/guardian

If a young person application for a particular Section does not obtain a place in time to join that Section, then they will remain on the list for the next section up. The main intake from the waiting list will be in Squirrels and Beavers.

Our Group relies on the efforts of our adult volunteers (Leaders, Assistants, etc), without whom it would simply not continue. We always need more adult volunteers. Therefore, we give a high priority to those on the application list who have an adult family member who is willing and able to take on a role within the Group

The age ranges for the Sections are:

- Squirrels: 4 to 6 years
- Beavers: 6 to 8 years
- Cubs: 8 to 10½ years
- Scouts: 10½ to 14 years
- Explorers: 14 years to 18 years

Scouting is open to all young people (irrespective of gender, faith, ability, sexuality or any other factors). If a young person needs additional support to participate in scouting, this



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should be discussed with the leaders, who will work with parents to identify if we can accommodate the young person and to establish a plan of action.

The school that a young person attend is NOT a factor in deciding the priority for allocation of places

## Priorities when allocating places from the Waiting List

The following is a list of criteria that we use when allocating places to young people. In approximate order of priority (highest priority first). Nevertheless, please note that allocation of all places is at the discretion of the Group Scout Leader.

1. A parent or other adult family member commits to volunteering in one of the following roles: Leader, Assistant Leader or Section Assistant
2. The young person has a sibling who is already a member of 1st Walton Viking Sea Scouts
3. A parent or other adult family member commits to volunteering in a support role
4. The young person is already a member of The Scout Association at a Group outside of Walton and Weybridge District and has recently moved to the surrounding area

If allocated a place, the young person will have at least one year within the Section being joined before reaching the age of moving up to the next Section

After all the above have been taken into account, the amount of time spent on the application list will be considered as a factor

## Further Considerations

If a young person already has a place in one of our sections and wishes to transfer to the other section, no special priority will be given to such a request

A young person wishing to transfer from another Group within Walton and Weybridge District to 1st Walton Viking Sea Scouts is given no special priority

## Enquiries

To request the addition of a young person please submit their details directly onto our waiting list at:

<https://waltonviking.uk/join-us/join-the-application-list/>

Should you wish to volunteer in any capacity at 1st Walton Viking Sea Scouts please contact Group Scout Leader, Giles Haggerty at [giles@waltonviking.uk](mailto:giles@waltonviking.uk)



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## Progression to the next section

Recently we have had many requests from parents about swapping Scout sections due to clashes with other activities. At the moment this is not possible as we don't have space in our Wednesday Scout section. Going forward I will be setting limits on numbers and mandating a process for entry to the sections.

### Limits

- Squirrel dreys can have a maximum of 15 per drey (15 Squirrels)
- Beavers can have a maximum of 24 per colony with the aim to be at 20 (40 beavers total)
- Cubs can have a maximum of 24 cubs per pack with 20 the aim (40 Cubs total)
- Scouts can have a maximum of 32 per troop with 30 the aim (60 Scouts total)

Currently Wednesday Scouts have 39 on their books, so they will not be taking in ANY more scouts until that number is under 32

## Priority for moving up to the next Section

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### Where spaces are available, the priority order will be as follows:

1. *Children of adults volunteering as leaders in the target section*
  2. *Children of adults volunteering as assistants in the target section*
  3. *Siblings of children still in the target section*
  4. *Children of leaders in other sections*
  5. *Children of assistants in other sections as well as Trustees, Skills instructors and Group Leadership team members*
  6. *Any remaining places will be advertised via a poll in a temporary WhatsApp group containing parents of the children due to go up. Parents will have the opportunity to select advertised places.*
  7. *Any remaining places will be offered to the next person on the waiting list (subject to the waiting list priorities)*
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As you can see, swapping is unlikely and if a child decides not to take up a place offered, they will go back on the general waiting list and be the 7<sup>th</sup> priority.

We have over 300 children on the waiting list to get into Viking, so we need to make sure that our members are making best use of their opportunities.



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## Expanding on the limits

### Limits

- Squirrel dreys can have a maximum of 15 per drey (15 Squirrels)
  - Some children are not ready at 4, so we need to ensure that we leave space for them to start scouting at 6.
  - Squirrels and beavers are each 2 years, so this should allow for about 5 beavers to be recruited from the waiting list each year (but still in accordance with the published waiting list policy)
- Beavers can have a maximum of 24 per colony with the aim to be at 20 (40 beavers total)
  - The colonies don't need to be the same size but can fluctuate between 17 and 24.
  - If one colony drops below 17, then no places will be offered in the second colony until that colony is back in the correct range. This will ensure that they stay reasonably balanced
- Cubs can have a maximum of 24 cubs per pack with 20 the aim (40 Cubs total)
  - There is some more flexibility here, however we shouldn't go over 24 as that will have a big impact on scouts where they will be for 3 years rather than 2
  - The same rules regarding upper and lower limits apply to cubs as well as Beavers 17-24
- Scouts can have a maximum of 32 per troop with 30 the aim (60 Scouts total)
  - If a troop goes below 20 scouts, then no places will be offered in the larger section until the balance is restored.

If we keep to these limits, then Squirrels and beavers will really be the main times when children can come in from the waiting list.

When we get our new HQ, we will be able to increase these limits.



# 1<sup>st</sup> Walton VIKING Sea Scout Group

Charity Number 305804



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## Attendance

There have been times where scouts only regularly attend during the summer. This defeats the object of us delivering a balanced programme of which the summer water activities are just a part. There are local water sports clubs providing just that aspect. We would like to offer scouts to those who are looking for a more wide-ranging programme of activities and skills.

We are working on the details of the policy, but it is likely to boil down to maintaining a certain expected attendance level. Exceptional circumstances will always be considered, but we feel its important to state our expectations and to make sure that parents are aware and agree to support us on this topic.