

# ADMISSIONS POLICY

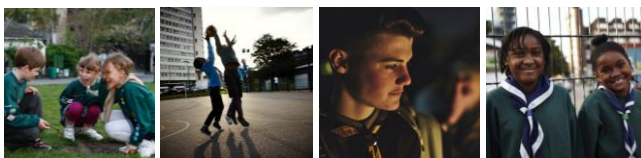
Since the Beaver Colony and Cub Pack are run at or over capacity, we unfortunately cannot accept all of the children who wish to join Bourn Scout Group. In the interest of transparency and fairness, the Group Scout Leader and Executive Committee have worked with the Leaders to develop the following admissions policy, and created the role of the Membership Secretary to implement the admissions policy.

## The Policy

1. The Policy will be applied to the current joining list and new children approaching the Group.
2. The Policy will be reviewed annually by the Committee.
3. Target membership numbers for the sections are:

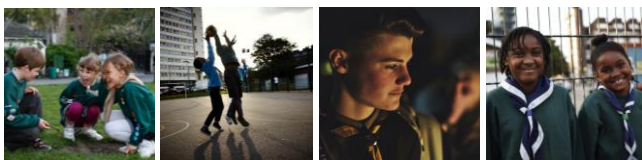
Group	Age Range	Children	Scout Leaders
Beaver Colony	5¾ – 8	24	2
Cubs Pack	8 – 10½	30	2
Scout Group	10½ – 14	30	2
<b>Total</b>		84	6

4. Bourn Scout Group accepts children onto our joining list for whom any of the following apply:
  - Live in the Bourn School catchment area (Bourn, Kingston, Caxton and Longstowe).
  - Attend Bourn School.
  - Family member supporting the group as Leader / Assistant Leader / Section Assistant / Executive Committee member.
  - Sibling in the Group.
5. At the discretion of the Membership Secretary and Group Scout Leader, we may accept children onto our joining list who live in a village outside the Bourn school catchment area which does not have its own scout group (e.g. Arrington, Eltisley, Croxton, and Toft).



**LIFE CHANGING ADVENTURE**

6. At the discretion of the Membership Secretary and Group Scout Leader, we may accept children onto our joining list who live in a village outside the Bourn school catchment area which has its own scout group, but which does not have a Beaver Scout section (e.g. the Gransdens, Abbotsley), on the understanding that they will not be offered a place in Bourn cubs, but should instead join their local group when they move up from Beavers.
7. Children will be offered places in beavers / cubs / scouts as they become available, in order of the date at which the child was entered onto the joining list, subject to one exception: children who are already members of the Scout Association who move into the area from elsewhere and to whom any of criteria in paragraph 4 apply get priority, as required by the Scout Association.
8. If a child is offered a place in one of the sections, but the place is not accepted within 2 weeks, the place will be offered to the next child on the joining list.
9. Steps that may be taken to alleviate pressure on numbers in a section include:
  - a. Keeping a child back in their current section for up to 6 months past the “normal” moving up age, or
  - b. Asking a child of normal moving-up age to take a “step-out” period of up to 6 months
  - c. until a space becomes available in the next section.
10. The Membership Secretary will support the Leaders in applying the policy. The secretary will:
  - a. Be the point of contact for the new enquiries to join the Group, via email: [membership@bournscouts.org.uk](mailto:membership@bournscouts.org.uk)
  - b. They will capture and update the information into Online Scout Manager (OSM).
  - c. Manage admission prediction and moving up with the Section Leaders,
  - d. Together with the Group Scout Leader have the final say in discretionary cases.
  - e. When Bourn Scout Group is fully subscribed, consider referring children (especially those to whom paragraphs 5 and 6 apply) to other groups in the area.



**LIFE CHANGING ADVENTURE**