



# Waiting List Policy

When joining the waiting list for 1<sup>st</sup> Ards (Newtownards) Scout group the following criteria will determine the order in which places are allocated. Places can only be offered when places exist. Joining the waiting list does not guarantee a place.

This policy was agreed by the Group Leadership Team in Feb 2024 & will be reviewed as required.

When places become available in any section, they will be offered based on the following criteria in the order they are listed.

1. **Existing Members** moving up to next section will have priority for places, consequently no places will be offered to non -members until members moving up have been allocated their places.  
  
This may mean, for example, we do not recruit new Beavers in a particular intake because all of the places have gone to Squirrel scouts moving up to Beavers.
2. **Relocation of a member of The Scouts Association.** A person who has moved to the area due to relocation, so that they now live closer to 1<sup>st</sup> Ards Scout Group than any other group, and who has previously been actively involved in Scouting in their previous local community.
3. **Children of Volunteers.** Children of **regular** volunteers, or those who become regular volunteers, will receive the next highest priority for spaces. We simply cannot offer high quality scouting without adequate volunteers. See further details below.\*
4. **Siblings** of our existing members.
5. **Age.** Our programmes are designed to run for 2 years (Squirrels, Beavers & Cubs) and 4 years (Scouts) – priority will be given to younger prospective members who join the list at a similar time as older ones who would have less



time in the section (and thus be unable to complete the programme). For example, a 6 year old who joined the waiting list at a similar time to a 7 year old will take priority for a place in Beavers as they would have longer in the section and be able to complete the programme.

6. **Time on waiting list.** It is appropriate that, having got this far down the criteria, a place should be offered to the person who has been waiting longest for a place to become available. A person will not usually be invited to join a Section if their age means that they cannot spend at least 1 year with that section, however they will be given priority joining the next Section where possible.

### **Less than 6 months before upper age limit**

To be eligible for any place the prospective member must be at least 6 months from the upper age limit of the section. For example, places in Beavers would not be offered to those older than 7 years and 6 months. In these situations, the place would be offered to the next eligible prospective member and the older child would be placed on the waiting list for Cubs. .

### **Additional Notes**

Places will not be held empty to allow for friends to join at the same time – e.g. if 2 friends want to join but only 1 space is available, we will not hold the vacant space until a second becomes available.

### **\*New volunteers**

If you are interested in finding out what volunteering with 1<sup>st</sup> Ards as a regular volunteer is like, you are welcome to 'try it out' as a 4-week challenge before deciding if it is for you or not. After this time, if you wish to volunteer then you will be required to complete an Access NI check & some short e-learning to formally join us as a Leader.



Alternatively, if you're ready to jump in straight away we can organise for you to meet the Team Leader for the relevant section for a cuppa & go from there.

New Volunteers must have completed their Access NI check and e-learning prior to an offer being made to their child.