

**Coronavirus Risk Assessment Guidance**  
**Changes from Scout HQ – 3 September 2020**  
**Revised based on updated guidance published on 10 September 2020**  
**Further revised on 22 September 2020**

Scout HQ made a number of changes to their guidance on 3 September 2020 which included revising the **Framework Document** and a number of the **Guidance Documents**. They made further changes to the **Framework Document** and some of the **Guidance Documents** on 10 September. They further changed the document **Planning a safe and enjoyable programme** on 22 September.

The background is that the National Youth Agency (NYA) has changed their guidance, for example allowing indoor activities in Amber and camping in Yellow, Scouts are following NYA guidance and so have changed guidance accordingly.

On 9 September the NYA confirmed that despite changes in England restricting social gatherings to six people, the government has confirmed that as an essential service, youth sector activity continues. Scouting continues in line with current guidelines.

On 10 September the equivalent authority in Scotland changed their Readiness Level to Yellow, and Scouts Scotland followed. Note that in Scotland, Yellow does not allow camping (although DofE might be excluded or they might have not updated that document correctly). The letter sent to Members in Scotland explaining things is **\*\*\*here\*\*\*** <https://cms.scouts.org.uk/media/10840/scotland-yellow-readiness.pdf>

On 22 September, following latest Government advice, the NYA and Scout HQ confirmed that meetings in a Covid Secure environment will continue to be allowed

### **Main Announcement**

The main announcement has been copied from Scout HQ website and can be read at [www.icknieldscouts.org.uk/covidtemp.htm](http://www.icknieldscouts.org.uk/covidtemp.htm) - please do so !

It is relevant to clarify one item – wearing of face masks by adults – the relevant government advice is at <https://www.gov.uk/government/publications/face-coverings-when-to-wear-one-and-how-to-make-your-own/face-coverings-when-to-wear-one-and-how-to-make-your-own>

When to wear a face covering includes “community centres, youth centres and social clubs”, advice continues that you should also wear a face covering in indoor places not listed here where social distancing may be difficult and where you will come into contact with people you do not normally meet

When you are permitted to remove your face covering includes these two sections

- if you are speaking to or providing assistance to someone who relies on lip reading, clear sound or facial expressions to communicate
- if you are undertaking exercise or an activity and it would negatively impact your ability to do so”

And there is strong advice related to washing/sanitizing before putting it on and before/after taking it off – the guidance includes disposing of single use face covering after one use

So, in summary, all adult leaders need to wear a face covering except in the two circumstances above. You should wash your hands for 20 seconds before and after removing a face covering and before putting on a new one. Single use face coverings are exactly that, bin them when you take them off.

10/9 The announcement in the “Blue Box” on Scout HQ website has been updated to reflect the changes in blue above.

22/9 The announcement in the Blue Box on Scout HQ website has been further updated

## Changes

**Framework Document** – Amber, sessions can take place outdoors or indoors – Yellow, Camping can take place in England. Clarification that the risk assessment is only related to being Covid secure, risk assessments for all activities must be written but do not form part of the submission for approval. Risk assessments should be resubmitted for approval when significant new risks are identified or moving to a new risk level. Statement that non camping residential activities and international trips will only be permitted in Green and not before 3 December 2020.

Updated to Version 3 on 10 September – changes affect Scotland only

**Guidance for Exec's and Commissioners** – Repeat of explanation that risk assessments should be reviewed monthly and submitted for reapproval when new risks are added or moving to a new risk level. Addition of new statement regarding liability. [No change](#)

**Getting your section back together** – Repeat of the review and reapproval advice. Requirement to confirm in your risk assessment that you have planned programmes for your section but the programmes and their risk assessments do not need to be provided to the District approver.

[No change](#)

**Planning a safe and enjoyable programme** – now version 6 – activities requiring permits should comply with the Covid requirements of the governing bodies as published on their websites. Guidance that we do not use the term “bubbles”. National guidelines for social distancing in youth work activities should be followed at all times, these are different to the guidance for schools and out of school settings. While meetings can take place outdoors or indoors, preference is for outdoors. Detailed guidance is being prepared for camping when we get to Yellow. There are significant changes to the checklist for planning sessions on pages 6 and 7 (gone from a half page to two full pages !), please read and digest this.

Updated to Version 7 on 10 September – changes to formatting only to improve clarity – changes to versions 1 to 5 were previously highlighted yellow with new changes in version 6 in green – now the statement explaining that on page 3 has gone, the only changes highlighted are the new ones which appeared in v6 and these are in yellow. Certain sections were previously underlined, that has also gone.

Still Version 7 but updated on 22 September – addition of guidance for bonfires and firework events, remembrance parades and District events – also guidance for using third party providers (trampolining, climbing etc

**Speaking with parents, carers and young people** – updated to version 2 on 10 September. Two significant additions

Groups will need to get consent from parents and carers before young people return to face to face activities, and then additionally when moving to indoor activities (when permitted locally), and

A common question being asked by parents is around the need to record attendance of those at Scouts meetings for the purposes of test and trace should someone be diagnosed with Covid. In normal circumstances attendance records are maintained and so it is important to reassure parents that this is a precautionary measure, retaining the same information as usual meetings and would only be shared if there was a need to do so as per government advice. This is not about recording anyone's details on any tracing apps etc.

**Protecting ourselves and others** – statement regarding face coverings. Clarification of need to keep register details, including who is in which group for 6 weeks for track and trace purposes. Hand hygiene to be strictly followed, wipe surfaces after use. There is a checklist in Appendix 1, the link to face covering advice for England is out of date (HQ knows !), see comment above regarding adults wearing face coverings.

Updated to version 3 on 10 September – there are some notes on the webpage relating to what has changed in the guidance, including Scotland cannot meet indoors in Amber, adults need to use face coverings indoors unless leading an activity. Unfortunately they omit to mention (only spotted on line by line comparison with v2 !)

(a) retention period for registers changed from “6 weeks” to “at least 21 days or in line with your local retention policy whichever is the longer”.

(b) Addition of “Don't forget that if someone has been confirmed with Covid and been in contact with Scouts within the infectious period this would meet the threshold for being a reportable incident so please complete the online incident form to report this to HQ.”

**Getting everyone there safely** – the only changes relate to “indoors in Amber” and “camping in Yellow” which have been covered elsewhere

[Updated to version 3 on 10 September – formatting updates only – green highlights are now yellow – and there is a font change on the last page](#)

**Finding a safe place to meet** – Amber, if meeting indoors, that the buildings are compliant with all regulatory requirements and the restarting face to face Scouting maintenance checklist has been completed. Change to “preparing your meeting place for use”, “setting up for meetings”, “during your meeting” and “key considerations”

[Updated to version 4 on 10 September – removing “indoor in Amber” from Scotland – document now correctly formatted to fill each page](#)

**Keeping our buildings safe and secure** – addition of “other considerations”, a statement about hygiene arrangements, social distancing and face coverings which is in other guidance too.

**Buildings used by others** – addition of “other considerations” section, it’s the same statement as above

**Doing the DofE** – this document has changed massively, read it if relevant. Expeditions in a Scouting context will be permitted before end of October if we move to Yellow before that time. Individuals can take part in an Expedition with an AAP but not in a Scouting context. Guidance for indoor meetings in Amber follows that in other documents as does camping in Yellow

[Updated to version 4 on 10 September – removing indoor activities in Scotland in Amber \(but it seems camping is still allowed in Scotland for DofE\)](#)

This document is not intended to be exhaustive, rather to give guidance on the main changes. Please ask if you have questions.