**xx Section yy Scout Group**

Covid-19 Plan for

Return to Face-to-Face Scouting

Preparing for Scouting within **AMBER** Phase

Version: 1.0

Date: July 2020

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| **Overarching Guidance** |
| This policy is written by [name and role] in conjunction with the GSL and other adults within the Group. It [has been/ will be] approved by the Group Executive before being passed to the District Executive for final approval. This is in line with the guidance document ‘Getting back together safely. A framework for restarting face-to-face Scout meetings and activities’ accessible from the Scout Association website from June 2020.  The guidance released from the Scout Association refer to the following principles:   * Our priority is to keep young people and adult volunteers safe. * A national framework will help volunteers locally to focus on delivering high quality programme activities to meet the needs of their young people. * We actively consider inclusion and accessibility for all in our decisions to resume in line with our values and equality legislation. * Returning to face-to-face Scout meetings and activities is voluntary and needs to be with consent of volunteers, parents and young people. * Our approach will be solutions-focussed and in line with government guidance and health and safety legislation.   At each stage of national review, the Scout Association will consider what level of Scouting activity can take place. We will then use this to decide how we feel that we can offer safe, accessible Scouting at a local level. |

We take personal data privacy seriously. The data in this form is used to assess the suitability for the return to face to face Scouting based on the controls put in place. The personal data in this form is used to identify the individuals who have completed and approved the risk assessment. This includes the individual who undertook the assessment, the line manager, Executive members and County Commissioner, who will all have access to this data. Scouts headquarters will retain this data for 3 years after the Covid-19 readiness level goes to ‘Green’ and does not return to ‘Amber’, ‘Yellow’ or ‘Red’ to act as evidence of the assessment taking place. For further details on the Scouts data processing stance please visit our Data Protection Policy here. <https://scouts.org.uk/DPPolicy>’.

The Scout Association’s COVID Code

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| In addition to the overarching principles to return to Scouting, the Scout Association have produced ‘the COVID Code’ which is published in the document referenced above. It highlights 5 key checks that need to happen in order for Scouting to return safely. These are listed below: |

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| **Area of Consideration** | **Actions to Take** |
| 1. A COVID-safe risk assessment has been completed and we have communicated control measures to volunteers, young people and parents and all are encouraged to raise concerns | * Are you writing a RA ? * Have you consulted adults in Scouting ? * Covid procedure training prior to meetings with YP ? Optional for adults ? * DBS and ? * Communication with parents and YP ? * Discussion with YP before restart ? * Plan for review ? (and approval of revisions ?) |
| 2. Additional hygiene measures are in place | * Explain the need * Explain what you will do |
| 3. Social Distancing will be observed (check current distance determined by your Government) | * Explain how you will comply |
| 4. Maximum group sizes will be limited and determined by scouts.org.uk and members will be consistent where possible | * Group size ? * Mixing in groups ? including adults and YL’s * Adult attendance at multiple sections ? |
| 5. Make adjustments for young people and adults vulnerable or affected by COVID, and consult to make sure return plans are accessible and inclusive | * Continue online sessions ? for whom ? * Individual support ? |

Plan for Return to Face-to-Face sessions

Before Young People Return

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| **Event** | **Actions to Take** |
| Will Adults meet prior to YP return ? | * What actions will be taken ? |

When Young People Return

At present (July 2020), the Alert Level is Amber. Everyone returns or some gradual return, how will this happen ?

* Bullets . . .

What about YL’s ?

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| **Event** | **Actions to Take** |
| Before Meetings resume | * Communication, survey ? find out which youngsters will arrive at Scouts together (same car) who are in same class/bubble at school. How will you deal ? * Communication, letter, explaining plans, FAQ ? parents meeting on Zoom ? need confirmation of letter, need consent to return |
| Arrival at the start of a meeting  At the end of a meeting, this will be reversed. | * Delivery of YP – individuals or car sharing ? * Parking, arrival times, arrangements, section and groups * Registration (how ?) adults, YP, YL’s, retention of information for track and trace * Handwashing on arrival ? |
| Activities | * All together or in groups ? social distancing ? adult support ? * Meeting length ? * Supply of refreshments and similar ? * Programme/weather ? * Group has a base ? Cleaning ? * Equipment, cleaning, multiple uses ? Quarantine ? |

Considerations by Adult in Charge

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| **Additional considerations** |
| Have you shared the actions of this risk assessment with all adults?  Have you considered any individual care plans? |

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| **Risk Assessment Area** | | | Preventing transmission of Covid-19 | |
| **Person(s) Responsible** | | | Leader in Charge | |
| **Hazard Identified? /**  **Risks from it?** | **Who is at**  **risk?** | **How are the risks already controlled?**  **What extra controls are needed?** | | **What has changed that needs to be thought about and controlled?** |
| Preventing transmission of Covid-19  children to adults, adults to adult, adults to children, children to children |  |  | |  |
| Someone becoming symptomatic |  |  | |  |

Considerations for Administration

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| **Hazard Identified? /**  **Risks from it?** | **Who is at**  **risk?** | **How are the risks already controlled?**  **What extra controls are needed?** | **What has changed that needs to be thought about and controlled?** |
| Arrangements for parents bringing medicines for children |  |  |  |
| Will visitors be allowed to attend meetings? |  |  |  |
| Do emergency contact details need to be updated? |  |  |  |

Considerations for Cleaning

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| **Hazard Identified? /**  **Risks from it?** | **Who is at**  **risk?** | **How are the risks already controlled?**  **What extra controls are needed?** | **What has changed that needs to be thought about and controlled?** |
| Has the water system been flushed for all areas not used since lockdown? |  |  |  |
| Do you have a good supply of soap, hand sanitiser, paper towels?  Who is monitoring toilets etc and ensuring stocks are replenished?  How will you provide the facilities to dry washed hands and dispose of the used towels hygienically? |  |  |  |
| How will you ensure that there is thorough cleaning of the environment/ equipment/resources at the end of each meeting? |  |  |  |

Section Meetings

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| **Hazard Identified? /**  **Risks from it?** | **Who is at**  **risk?** | **How are the risks already controlled?**  **What extra controls are needed?** | **What has changed that needs to be thought about and controlled?** |
| What will you allow children to bring with them (e.g. water bottles)? |  |  |  |
| How will Young People get changed ? |  |  |  |
| How will we control social distancing and contact cleaning of toilets? |  |  |  |
| How will contact surfaces be kept clean? |  |  |  |
| What of the weather is inclement? |  |  |  |

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| How you will share relevant information with parents about any new procedures: drop off times and routines, collection times and routines? |  |  |  |
| How will you ensure that spaces are well ventilated? |  |  |  |
| How will you build in regular opportunities for handwashing and ensure hands are washed thoroughly? |  |  |  |
| First Aid Provision |  |  |  |
| How would we safely administer First Aid or personal care? |  | Personal care, maybe beaver has peed themselves . . . |  |
| What if a young person does not follow the rules and guidelines provided? |  |  |  |