Scouts
21st Craigalmond
(South Queensferry)

Waiting List Policy

Scouting in South Queensferry is very popular, and we currently have a substantial waiting list. Unfortunately, this means we cannot always offer a space to potential members as quickly as we would like.

To maintain transparency, this policy outlines the criteria for selecting young people from our waiting list.

We operate within the equal opportunities policy of The Scout Association and welcome all young people, aged from 4 to 18 years and beyond into Network Scouts (ages 18-25), subject to spaces being available, and the Section having sufficient adult volunteers to run the programme.

The safety and well-being of all young people are our top priorities. If a member has additional support needs, their membership will be dependent on our ability to provide them with the ongoing support they need in order to fully enjoy Scouting and remain safe.

Single Waiting List

We implement a single waiting list for the entire group to facilitate a fair and efficient process for all young people. Should a young person not receive a spot in Squirrels, they will automatically be considered for Beavers. This procedure continues in a similar manner from Beavers to Cubs, Cubs to Scouts, Scouts to Explorers, and Explorers to Network. This system ensures that all young people have the opportunity to advance through the ranks smoothly.

Minimum and Maximum Ages

We accept names onto our waiting list from the age of 2 and encourage parents to add their young person as soon as possible to maximise the chances of securing a space when they are old enough.

Getting onto the Waiting List

To join our waiting list, please visit our website: https://southqueensferryscouts.org.uk/.

Siblings of members must register separately on the waiting list.

Selection Criteria for Newcomers to Scouting

Catchment area:

While we do not have a set catchment area, our priority is to welcome new members from South Queensferry and Dalmeny. This helps maintain a sense of community; however, we understand that there are various reasons why young people may wish to join our group, including the convenience of meeting nights. We have a history of accepting members from nearby areas, and we encourage open conversations about any special circumstances that may apply.

Criteria for Selecting Names:

When selecting names from our waiting list, for newcomers to Scouting, we consider the following criteria in this order (for existing and former Scouts, please refer to the Moving Up Policy):

1. ***Young people of adults in uniformed roles:***
   The volunteer must be a full member, have served at least three months, have planned and run one session, and have completed the 'Growing roots' training (excluding first response) Learning | Scouts. The Section Lead must sign off on new leaders before their child can join. However, these requirements do not apply to Squirrels uniformed leaders for childcare reasons. In exceptional cases, such as being a single parent or facing childcare difficulties, the volunteering period prior to the young person's start can be shortened with the agreement of the Group Lead Volunteer. For more information on the joining journey, please visit this link.

2. ***Young people of adult volunteers in an admin or office bearer position:***
   The volunteer must be a full member, have served within the Trustee Board or the Group for at least three months and have completed the 'Growing roots' training. The Chair, Group Lead Volunteer or Section Lead must sign off on new volunteers before their child can join.

3. ***Existing members of 21st Craigalmond:***
   Young people who are already members of the group, advancing to the next section, i.e. Squirrels to Beavers, Beavers to Cubs, Cubs to Scouts, Scouts to Explorers and Explorers to Network.

4. ***People relocating to South Queensferry or Dalmeny:***
   Existing Scouters transferring from other Districts into South Queensferry. Note: Please refer to the note below regarding Transfer requests.

5. ***Siblings:***
   We recognise that siblings observing their brother or sister enjoying Scouting may occasionally feel a sense of envy. To accommodate this, we offer some priority for siblings of current members of our Group, as long as they have been on the waiting list for a minimum of six months. We believe it is important to ensure fairness, which is why we cannot prioritise a younger sibling who has been on the list for one week over a new joiner waiting for three years. All siblings must register on the waiting list like every other applicant.

6. ***Time on the waiting list:***
   With the exception that newcomers will not usually be invited to join a Section if their age prevents them from participating for at least two terms with that Section. However, if this is the case, they will be given priority in the next Section whenever possible.

If a place is offered to a Young Person on the waiting list and it is either declined or not acknowledged within 5 days, or if the Young Person leaves the group and later requests to return, they will be placed at the bottom of the waiting list. If we do not receive a response within 3 weeks, the Young Person will be permanently removed from the waiting list.

Additionally, if a Young Person does not meet the required standards for their Section—particularly in terms of regularly attending meetings and events, as well as other factors such as behaviour and paying membership fees—their place may be withdrawn and offered to someone on the waiting list.

Transfer Requests

We do accept transfer requests from young people who have been Scouters in other parts of the country and have moved to South Queensferry or Dalmeny, as stated in item 4 on the list above. However, we cannot guarantee immediate availability of spaces. While we will make reasonable efforts to accommodate newcomers, the priorities listed as 1, 2, and 3 above are more important to the Group. We will not make exceptions if it means compromising the space allocated to an existing member.

We occasionally receive transfer requests from within the Craigalmond District. Generally, these requests are not permitted, and individuals should not expect such transfers to be approved. However, there are some particular cases that the Group Leaders may consider:

- If you are transferring because there is insufficient space elsewhere in the District (e.g., a Cub reaching 11 years old in a Group that has no spaces in Scouts), then applicants should contact us. Please ensure that you specify where you are transferring from and the reasons for your transfer. These requests will be treated as category 5, but we will need to verify the situation with your current Group Leaders first to prevent queue jumping. Allowing this transfer is at our discretion only.

- If someone has a space in another Craigalmond Group and they are moving to a new Section (i.e. Squirrels to Beavers, Beavers to Cubs, Cubs to Scouts or Scouts to Explorers), but the new Section does not meet on an available night, and only if other arrangements cannot be made, then please contact us. State where you are transferring from and your reasons for the transfer. These young people may be considered under category 5 at our discretion, but we will first need to verify the situation with your existing Group Leaders to prevent queue jumping. This provision is explicitly not to allow for any fast-track mechanism; it is expected to be used fairly with consideration for others on the waiting list. Ultimately, it will be at the Group's discretion whether to allow this transfer.

- Except in exceptional circumstances, all other requests for transfers within the District will be categorised as category 7. As such, young people will be placed on the waiting list without any special priority. Whilst we would like to welcome all newcomers, we feel this is the fairest approach for everyone

already on the Group waiting list. It would be unfair for someone who already has a local space in Scouting to bypass those who are waiting for an opportunity to join, unless there is a compelling reason for the transfer.

Second Opinion

If you believe your application has not received fair consideration, we encourage you to contact the Group Lead Volunteer at glv@sqscouts.org. The Group Lead Volunteer is committed to ensuring a fair process and will make the final decision regarding Group Membership. Typically, the Leader in charge of the relevant Section will handle admissions, but in special cases, the Trustee Board may provide additional guidance.