



# Adult Member Application (Uniform)

# A1

August 2024

*This application is to be used to register any uniformed Adult Member (Leader or Rover). For a full explanation refer to the IN1 Branch Forms Information document available from MyScout, or consult your Group Leader, Leader in Charge / Relevant Commissioner.*

**PLEASE PRINT CLEARLY**

**Membership #:**

<b>Given Name(s)</b>	<b>Surname</b>
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Hereby apply for acceptance/appointment as

<b>Appointment</b>	<b>Formation</b> <small>(Group/Unit/Team)</small>
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**In: (tick appropriate section from the list below) or leave blank for Group/District/Team**

Joey Unit 1	<input type="checkbox"/>	Cub Unit 1	<input type="checkbox"/>	Scout Unit 1	<input type="checkbox"/>	Venturer Unit	<input type="checkbox"/>
Joey Unit 2	<input type="checkbox"/>	Cub Unit 2	<input type="checkbox"/>	Scout Unit 2	<input type="checkbox"/>	Rover Unit	<input type="checkbox"/>
Joey Unit 3	<input type="checkbox"/>	Cub Unit 3	<input type="checkbox"/>	Scout Unit 3	<input type="checkbox"/>		

**Personal Information**

<b>Title</b>		<b>Gender</b>	MALE <input type="checkbox"/>	FEMALE <input type="checkbox"/>	OTHER <input type="checkbox"/>
<b>Former/Maiden Name</b>				<b>Date of Birth</b>	
<b>Preferred Name</b>					
<b>Address</b>				<b>State</b>	
<b>Suburb</b>				<b>Postcode</b>	
<b>Home Phone</b>		<b>Work Phone</b>		<b>Mobile</b>	
<b>Occupation</b>			<b>Email</b>		
<b>Postal Address (if different)</b>					
<b>Address</b>				<b>State</b>	
<b>Suburb</b>				<b>Postcode</b>	

The following data assists Scouts SA to assist with projects, applications and identifying support needs and gaining a better understanding of our membership.

<b>Are you of Aboriginal or Torres Strait Island origin?</b>	Yes	No
<b>Is English the primary language spoken at home?</b>	Yes	No

**Reference Check – Veremark**

Name	Contact Email	Phone

\* Please ensure that at least your first referee is a current or previous manager/supervisor/mentor. Referees cannot be family members.

**Previous Scouting Service**

Appointment	Group/District/Branch/Other	Period

This Code of Conduct is a personal commitment. Its purpose is to protect all members of Scouting. It applies to all members over the age of 18, regardless of location and role, when engaging with young people and adults in any form. This includes face to face contact and using technology such as on-line formats. Parents and guardians who wish to actively participate in Scouting activities must also follow this Code.

"I will set an example that I would wish others to follow.

Therefore, I will:

- respect the dignity of myself and others.
- demonstrate a high degree of individual responsibility,
- recognise at all times that my words and actions are an example to other members of the Movement.
- act at all times in accordance with the Promise and Law, Code of Ethics and this Code of Conduct, thereby setting a suitable example for all.
- not use the Movement to promote my own beliefs, behaviours and practices where these are not compatible with Scouting Principles.
- adhere to the Scouts Australia Child Protection Policy and provide a safe environment for youth members participating in the Scout Program, their parents or guardians and visitors.
- report any conduct seen or heard that does not comply with this Code of Conduct to the appropriate Scouting person."

## Code of Ethics for Adults in Scouting

**Integrity:** We demonstrate Integrity by:

- Acting with honesty, truthfulness and fostering appropriate healthy professional relationships
- Recognising and fulfilling where possible, our obligations to our community
- Taking responsibility for our own actions and developing integrity in others
- Acting with impartiality, truthfulness and honesty.

**Respect:** We demonstrate Respect by:

- Showing consideration to others, recognising each individual's uniqueness and diversity
- Minimising our impact on the environment and seeking to be good caretakers for future generations
- Committing to members well-being and on-going learning through the practice of positive influence, good judgement and empathy in practice.

**Courage:** We demonstrate Courage by:

- Providing challenging, developmental opportunities to empower young people
- Being good role models in Scouting, demonstrating positive attitudes and willingness to live by the Scout Promise and Law
- Being fair and reasonable

## Mutual Agreement

As a volunteer there are some things you have a right to expect from The Scout Association and its Adult Members.

You have a right to:

- a personal interview and placement in a suitable Adult Member position, with consideration given to your personal preferences and abilities;
- training necessary to undertake the position and to add to your knowledge and skills;
- clearly defined lines of responsibility and communication, with sound guidance and direction from someone experienced and well informed about the Movement;
- information in advance about the Organisation, its policies, objectives, program and new developments;
- receive meaningful recognition for your service and contribution;
- be included in planning and evaluating the program in which you are involved;
- be offered a variety of leadership roles and experiences where practical;
- be heard by a person in authority if you have any queries, complaints or suggestions;
- receive feedback on your performance.

In turn The Scout Association expects that you will:

- strive to have open and honest relationships with other Members;
- seek and accept honest feedback on performance;
- serve as a goodwill ambassador for the Association in the community at large;
- accept that the Association may sometimes have to reassign duties or even ask volunteers to leave, and that the final decision in such matters rests with the Association;
- discuss any queries, complaints or suggestions as per the established Branch Grievance procedure, with the appropriate person in authority, so that these matters can be dealt with quickly and effectively;
- be prepared to meet the challenges of helping young people deal with issues of community concern;
- undertake the training necessary for the appointment sought.
  - **for Leaders** - complete training to Wood Badge level and continue to keep up to date with specialist training courses, refresher courses and program review courses.
  - **for other Adult Members** - complete training courses appropriate to your appointment.
- Advise of any medical conditions which may impact on your role in Scouting in the future.

The Scouts Australia Child Protection Policy and Scouts Australia (SA Branch) Child Protection Framework requires the checking of all adult persons applying for membership of the Organisation, as well as adult persons acting as regular volunteers or helpers in a non-Leader capacity.

This policy and framework requires:

1. A National Police Check conducted by SA Police
2. A Working with Children Check conducted by the Department of Human Services (SA).

Your relevant Commissioner will be notified when your membership has been accepted and fully processed.

**No adults are to be invested as Leaders before this notification is received.**

In accordance with the Scouts Australia (SA Branch) Safeguarding Children and Young People Policy, Scouts Australia (SA Branch) reserves the right to reject an application for membership at its sole discretion.

If deemed necessary, Scouts Australia (SA Branch) reserves the right to retain a copy of your NPC.

The process for obtaining a National Police Check and Working with Children Check are outlined in the [Scouts SA Child Protection Screening Requirements](#).

### Current WWCC Clearance

If you hold a current WWCC please provide the details below to enable us to register your check with Scouts SA. Please enter these details exactly as they appear on your letter/screening confirmation.

<b>First Name</b>	
<b>Middle Name</b>	
<b>Last Name</b>	
<b>Date of Birth</b>	
<b>Reference Number</b>	SRN:
	CCR ID:

### Check before you submit this form

- Has the application been filled out in its entirety?
- Have you signed/initialled each page on this application as required?
- Have you completed all the declarations on Page 6 of this application?
- Have you attached your NPC application with all identification copies sighted by SAPOL/JP/Scouts SA Head Office as appropriate?
- If you already have a WWCC have you provided these details on Page 3?
- Please ensure all pages of this form are returned
- Please ensure the IAVP Phase 1 document attached to this form is completed and returned
- Have the correct people signed the form (Group Leader, Leader in Charge, Rover Unit Leader or Commissioner plus approved by the relevant Commissioner?

**SCOUT ASSOCIATION OF AUSTRALIA SOUTH AUSTRALIAN BRANCH INC (Scouts SA)  
LIABILITY STATEMENT (WAIVER) FOR SCOUTS SA MEMBERS ON AUTHORISED SCOUT  
ACTIVITIES AND THE GENERAL PUBLIC**

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In consideration for being allowed to enter and participate in any activity or program at Scouts SA Activity Centres the undersigned (**Entrant**) agrees as follows:

1. The Entrant understands that there are inherent risks associated with participation in activities at Scouts SA Activity Centres ranging from minor injuries, to serious injuries such as paralysis, or death and agrees to assume those risks. Whilst on approved scouting activities members of SA Branch will continue to be covered in full by the Scouts Australia SA Insurance Program.
2. The Entrant agrees to take care of themselves and others and to immediately advise Scouts SA staff or members if they consider they are in any danger or may be unable to complete any activity without jeopardising their safety or the safety of others. The Entrant must not participate in any activity under the influence of alcohol or drugs and must refrain from behaviour which could affect the Entrant's safety, the safety of others or any equipment or devices being used in any activities.
3. The Entrant must comply with all reasonable directions and instructions given by Scouts SA members and its staff including any warnings or safety instructions for the use of all equipment and devices.
4. Except where required by mandatory operation of law, Scouts SA shall not be liable to the entrant for any personal injury, death, loss or damage to personal property or for any direct, indirect, special or consequential loss or damage suffered by them or any other person. This clause does not exclude any entitlement that Scouts SA members have under the Scouts SA Insurance program whilst on approved Scout activities and programs.
5. The Entrant (on their own behalf and on behalf of their executors, successors, representatives, assigns and next of kin) hereby releases, waives and agrees to forego any claim they may have or may later acquire against Scouts SA, its officers or employees for any liability arising from any occurrence at any Scouts SA Activity Centre which leads to their personal injury or death or any loss or damage to personal property including without limitation any direct, indirect or consequential loss or damage that may arise from the same. This clause does not exclude the entitlement that Scouts SA members have under the Scouts SA Insurance Program whilst on approved Scout activities and programs.
6. The Entrant agrees that they are 18 years of age or over. If not, their legal parent or guardian must sign this waiver on their behalf or, if they are not the legal parent or guardian, they agree that they sign this with the express permission of the child's legal parent or guardian.
7. The Entrant agrees to execute the attached Recreational Services Fair Trading Act Waiver as a condition of participating in activities at Scouts SA Activity Centres. If the Entrant (or, if the Entrant is a child, a person authorised to sign on behalf of the Entrant) does not execute the Waiver then Scouts SA may refuse the Entrant entry to any Scouts SA Activity Centre and the Entrant may not participate in activities at these centres.
8. Neither this Waiver nor the Recreational Services Fair Trading Act Waiver are intended to reduce or invalidate the insurance cover to members of Scouts SA engaged in approved Scout activities and programs. That insurance cover operates separately. Although as a result of the waivers Scouts itself may have no liability outside of its specific member insurance, its insurer may provide specific cover for specific events to Scouts members engaged in official Scouts activities and in such circumstances Scouts' liability is limited to the amount of cover so provided.

**FAIR TRADING REGULATIONS 2010  
Form 1—Recreational services—Exclusion, restriction or modification  
and rights under the *Australian Consumer Law (SA)***

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**Your rights:**

Under sections 60 and 61 of the *Australian Consumer Law (SA)*, if a person in trade or commerce supplies you with services (including recreational services<sup>1</sup>), there is—

- a statutory guarantee that those services will be rendered with due care and skill; and
- a statutory guarantee that those services, and any product resulting from those services, will be reasonably fit for the purpose for which the services are being acquired (as long as that purpose is made known to the supplier); and
- a statutory guarantee that those services, and any product resulting from those services, will be of such a nature, and quality, state or condition, that they might reasonably be expected to achieve the result that the consumer wishes to achieve (as long as that wish is made known to the supplier or a person with whom negotiations have been conducted in relation to the acquisition of the services).

**Excluding, restricting or modifying your rights:**

Under section 42 of the *Fair Trading Act 1987*, the supplier of recreational services is entitled to ask you to agree to exclude, restrict or modify his or her liability for any personal injury suffered by you or another person for whom or on whose behalf you are acquiring the services (a **third party consumer**).

If you sign this form, you will be agreeing to exclude, restrict or modify the supplier's liability with the result that compensation may not be payable if you or the third party consumer suffer personal injury.

**Important**

You do not have to agree to exclude, restrict or modify your rights by signing this form. The supplier may refuse to provide you with the services if you do not agree to exclude, restrict or modify your rights by signing this form. Even if you sign this form, you may still have further legal rights against the supplier.

A child under the age of 18 cannot legally agree to exclude, restrict or modify his or her rights. A parent or guardian of a child who acquires recreational services for the child cannot legally agree to exclude, restrict or modify the child's rights.

**Agreement to exclude, restrict or modify your rights:**

I agree that the liability of **Scout Association of Australia South Australian Branch Inc** for any personal injury that may result from the supply of the recreational services that may be suffered by me (or a person for whom or on whose behalf I am acquiring the services) is—

(a) ~~excluded~~

(b) restricted as set out below:

*Excluded, except where Scout Members are covered by the Scout Association of Australia South Australian Branch Inc Insurance Program and then only to the limits of that Program]*

(c) ~~modified as set out below:~~

*[specify the nature of the modification]*

*\*Strike out whichever of (a), (b) or (c) do not apply and specify the nature of the restriction or modification, as is relevant.*

**Definitions**

1 **Recreational services** are services that consist of participation in—

- a sporting activity or similar leisure-time pursuit; or
- any other activity that involves a significant degree of physical exertion or risk and is undertaken for the purposes of recreation, enjoyment or leisure.

2 **Personal injury** is bodily injury and includes mental and nervous shock and death.

**Further information:**

Further information about your rights can be found at [www.ocba.sa.gov.au](http://www.ocba.sa.gov.au)

**Agreement and Authority****Agreement and Medical Authority**

I agree not to make a claim against Scouts Australia (SA Branch) beyond the level of insurance provided by their policies.

I authorise any Member or other official representative of Scouts Australia (SA Branch) to obtain any medical or dental attention or treatment, or ambulance assistance, considered necessary (or expedient) for the applicant. I agree to reimburse Scouts Australia (SA Branch) for any expenses incurred as a result, which are not covered by Scouts Australia (SA Branch) insurance policies.

**Liability Statement (Waiver) for Recreational services**

I agree that I have read, understood and agreed to the Liability Statement (Waiver) for Scouts SA members on authorised Scouting activities and the restriction of my rights under the Fair-Trading Regulations 2010.

**Consent to Use of Image**

I consent to photographic / video images of me / my child being taken at Scout activities and being used for promotional purposes by and for Scouts.

**Privacy Policy**

Scouts Australia (SA Branch) has always respected the privacy of its Members and customers and understands the importance you place on the protection of personal information in its care. Scouts Australia (SA Branch) has a Privacy Policy which conforms with Commonwealth legislation and copies are available on request. From time to time we may contact you to offer you products or services.

Please tick this box if you do not wish to be contacted in this way

If you do not want SA Branch HO to give out your numbers please nominate here (please tick and circle which number)

Home     Work     Mobile

**Explanation of Scout Association Insurance**

Scouts Australia (SA Branch) maintains insurance policies designed to cover you during your Scouting service. You should consult with your Group Leader or relevant Commissioner to ascertain the exact level of cover of these policies.

**Page 6**  
**Declaration and Undertaking**

I agree to accept the Scout Promise and Law and be guided by the Policies and Rules of the Association, the Branch and of the District in which my Group is located, or the Section I seek appointment with.

I agree that I have read, understood and agree to the Liability Statement (Waiver) for Scouts SA members on authorised Scouting activities and the restriction of my rights under the Fair-Trading Regulations 2010.

Adult Leaders: I understand that acceptance for appointment as an Adult Leader now or subsequently will place me under an obligation to complete Basic Training within **one year** and to complete Advanced Training within **three years** of that appointment.

I commit to advise Scouts Australia (SA Branch) if I am ever approached by the authorities in relation to improper conduct relating to children, assault, or any sexual offence by myself, whilst a member.

I authorise Scouts Australia (SA Branch) to utilise my National Police Certificate and Working with Children Check in the assessment of my Application for Adult Membership, in conjunction with my declaration below and agree that it may maintain a copy of this Certificate if deemed necessary.

I have reviewed this document in detail and am satisfied that I understand it. I accept the Code of Conduct and Expectation Agreement as outlined. In addition, I make the following declarations in support of my application:

Have you ever been found guilty of an offence of any sexual nature committed in Australia or any other country?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Have you ever been charged, reported, or defended in a court of law any allegation of sexual abuse, assault or a sexual offence of any kind in Australia or in another country?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Have you ever been (or are you currently) subject to any restrictions regarding your contact with children in any employment, volunteer, or personal capacity?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Have you ever been dismissed or resigned as a volunteer or employee (or reported by any authority) for improper conduct relating to children in any jurisdiction?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Have you been named as the defendant in an Intervention Order, Restraining Order, Apprehended Violence Order or Domestic Violence Restraining Order, or equivalent, in any jurisdiction?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

If you answered "yes" to any of the questions above, please submit a detailed summary of the circumstances surrounding the situation with your application. This should include dates and, where applicable, the reasons for the decision, conditions of employment, offence type and date, the court in which the matter was heard, and the status of any proceedings.

Place this in a sealed envelope marked "confidential" and attach it to your completed Membership Application form addressed to "Head of Member Services". Scouts Australia (SA Branch) reserves the unfettered right to accept or reject your application per its Safeguarding Children and Young People Policy.

Signed by Applicant **X** \_\_\_\_\_ Date \_\_\_\_\_

**Recommended (by Group Leader / Leader in Charge / Rover Unit Leader or Commissioner)**

<b>Sign</b>		<b>Appointment</b>	
<b>Print Name</b>		<b>Date</b>	

Once signed by the applicant and Leader in Charge/Crew Leader this form shall **be signed** by the District or relevant Commissioner or the authorised delegate.

**District or Relevant Commissioner**

<b>Approved</b>			
I am satisfied that all processes relating to Adult Membership have been carried out, this form and all associated forms are attached and that the Adult Member application has been completed correctly.			
<b>Sign</b>		<b>Appointment</b>	
<b>Print Name</b>		<b>Date</b>	

**Office Use Only**

Date ____/____/____	Data Entry	NPC Application	WWCC Application
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# Individual Adult Volunteer Plan

## Phase 1

The Individual Adult Volunteer Plan Phase 1 should accompany the application for adult membership and be completed for an adult member changing roles.

The expectation is that this Phase will be achieved no later than 12 months after joining the Movement or assuming a new role within the Movement.

If unable to tick each box, and your Team leader is unable to assist, refer to your next level up Team Leader or Branch Office for assistance.

I have received;

a copy of my role description

the Code of Ethics and Code of Conduct (Policy & Rules P5.2)

I have discussed what I would like to achieve in Scouting with my Team Leader

I have identified and agreed current proficiencies<sup>1</sup> relevant to the role with my Team Leader

I understand my rights and responsibilities as listed in the Mutual Agreement (Policy & Rules P5.3.5)

I commit to completing the requirements of the Certificate of Proficiency relevant to my role by <sup>2</sup> Refer Training Plan overleaf

I am aware who will provide me with support towards achieving a Certificate of Proficiency, that person being

I understand that should I not complete the requirements of the Certificate of Proficiency I will participate in an Adult Volunteer Performance Plan with my Team Leader.

Trainee Name:

Team Leader Name:

Membership Number:

Membership Number:

Signature:

Signature:

Date:

Date:

<sup>1</sup> These are to be mapped to requirements of the Certificate of Proficiency and agreed by Branch Commissioner Adult Training and Development (or equivalent)

<sup>2</sup> This is expected to occur within 6 months of joining subject to course availability within the Branch but must be no later than 12 months from joining.

# Training Plan

## Certificate of Proficiency – Youth Program Leader



Training Outcome	Element	Target Completion Date	
Induction			
<b>On the Job Training</b>			
	Phase: Plan>		
<b>On Demand Learning</b>			
<b>Scouting Preliminary</b>	I'm an Adult Leader		
	Child Safe Scouting		
	WHS for Scouting		
	<i>SP CHILD and SP WHS must be completed within 3 months of membership being approved.</i>		
	Preliminary ScoutSafe		
	Educational Objectives and SPICES		
	The Scout Method		
Youth Leading, Adults Supporting			
<b>Scouting Essentials</b>	I'm a Scout		
	Youth Empowerment		
	Thank you B-P!		
	Plan>Do>Review>		
	Achievement Pathways		
	Youth Led Programming		
	Being Inclusive		
	Making Patrols Work		
	Managing Behaviours		
	Building Resilience		
<b>Scouting Adventure</b>	Elementary Navigation		
	Navigation Skills		
	Operate Communication Systems		
	Camping Skills		
	Equipment for Lightweight Camping		
	Bushwalking Skills		
	Plan and Guide Outdoor Activities		
	Minimal Environmental Impact Practices		
	Interpreting Weather		
	Group Facilitation		
	Responding to Emergencies		
	Planning for Outdoor Activities		
<b>Multi Participant Training</b> (weekend residential/non-residential or weeknight courses) <i>NB: In most Branches it is a requirement that the pre-requisites listed above are completed 3 weeks prior to the course date</i>			
<b>Scouting Essentials</b>	Location:		
<b>Scouting Adventure</b>	Location:		

Trainee Name:

Membership Number:



# Training Plan

## Certificate of Proficiency – Program Support Leader



Training Outcome	Element	Target Completion Date	
Induction			
<b>On the Job Training</b>			
	Phase: Plan>		
<b>On Demand Learning</b>			
<b>Scouting Preliminary</b>	I'm an Adult Leader		
	Child Safe Scouting		
	WHS for Scouting		
	<i>SP CHILD and SP WHS must be completed within 3 months of membership being approved.</i>		
	Preliminary ScoutSafe		
	Educational Objectives and SPICES		
	The Scout Method		
Youth Leading, Adults Supporting			
<b>Scouting Essentials</b>	I'm a Scout		
	Youth Empowerment		
	Thank you B-P!		
	Plan>Do>Review>		
	Achievement Pathways		
	Youth Led Programming		
	Being Inclusive		
	Making Patrols Work		
	Managing Behaviours		
	Building Resilience		
<b>Scouting Management</b>	Leader of Adults Basic		
<b>Multi Participant Training</b> (weekend residential/non-residential or weeknight courses) <i>NB: In most Branches it is a requirement that the pre-requisites listed above are completed 3 weeks prior to the course date</i>			
<b>Scouting Essentials</b>	Location:		
<b>Scouting Management</b>	Location:		

Trainee Name:

Membership Number: