

COVID-19 information

Guidance document for adult volunteers and parents.

Version	1.1
Date	2 September 2020

Returning to face-to-face Scouting at the 1st Beaumaris Sea Scout Group

Getting back together safely: The COVID Code from Scouts UK

1. A COVID-safe risk assessment has been completed, control measures have been communicated to volunteers, young people and parents and all are encouraged to raise concerns.
2. Additional hygiene measures are in place.
3. Social distancing will be observed (*currently 2m in Wales for those over 11 years old*).
4. Maximum group sizes will be limited as determined by Scouts UK (*currently 30 in Wales*). Members of each group will be consistent where possible.
5. Young people and adults who are vulnerable to or affected by COVID-19 will be consulted to make sure return plans are accessible and inclusive by making appropriate adjustments.

Restart non-negotiables

1. Subscription payments must be up to date. Beaver Scouts, Cub Scouts and Sea Scouts will NOT be allowed to re-join their section, or join another section in the Group if subscriptions are outstanding.
2. Parents must make a Gift Aid declaration or indicate that they are not eligible to make such a declaration. Beaver Scouts, Cub Scouts and Sea Scouts will NOT be allowed to re-join their section, or join another section in the Group if Gift Aid declaration status is unspecified. The preferred method of declaration is through Online Scout Manager, although paper declarations and verbal declarations to section leaders are permitted.
3. Parents must confirm that they have checked that the contact information held on OSM is current and would allow adult volunteers to contact a responsible adult who can arrange to collect their child should they develop symptoms or should the meeting need to end early.
4. Ratios of adult volunteers to young people must be consistent with those specified by Scouts UK (see table below).
5. All adult volunteers must have completed the compulsory training associated with their role.

Ratios specified by Scouts UK (<https://members.scouts.org.uk/supportresources/4806>)

	Indoors	Outdoor activities held away from the usual meeting place	Nights away experiences (led by Nights Away Permit Holder)
Beaver Scouts	Minimum: 2 adults present	1 adult to 6 Beavers plus the leader-in-charge	1 adult to 6 Beavers plus the leader-in-charge (Minimum: 2 adults must be present overnight.)

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Cub Scouts	Minimum: 2 adults present	1 adult to 8 Cubs plus the leader-in-charge	1 adult to 8 Cubs plus the leader-in-charge (Minimum: 2 adults must be present overnight.)
Sea Scouts	Minimum: 2 adults present	1 adult to 12 Scouts	1 adult to 12 Scouts (Minimum: 2 adults must be present overnight.)

Protecting ourselves and others

We have developed a COVID-19 risk assessment which has been approved by the Anglesey District in accordance with the requirements of the Scout Association. It can be found in the COVID-19 Response section of our [public documents folder](#) on our website.

Anyone (parent, Beaver Scout, Cub Scout, Sea Scout or adult volunteer) who has coronavirus symptoms, or lives with someone who has symptoms, or is in an extended household with someone who has symptoms **within the previous two weeks MUST NOT ATTEND** any face-to-face meeting that is part of a group activity until their isolation period has expired.

Where adult volunteers from different households have to share transport, they should all wear face coverings while in the vehicle together and wipe handles etc. Scouts UK advises that young people should not use public transport to get to a Scout meeting during amber readiness level.

We will follow the Government's guidance which is for those over 11 years old to maintain social distancing of 2m so far as is reasonably practicable. We will implement other measures, such as changing the way we start and finish meetings (Grand Howl, Colours etc.) and ask parents to emphasise that leaders' instructions must be followed at all times.

As part of protecting ourselves and others from the transmission of coronavirus and infection with COVID-19, a number of additional procedures have been identified in the group's COVID-19 risk assessment.

The following protocols will be observed at each meeting, whether indoors or outdoors, during amber or yellow readiness levels:

- a. Please follow any systems put in place during drop off and collection. For example, you may be asked to follow a one-way system. These will be communicated to you prior to the meeting.
- b. Adult volunteers will set up a hand sanitiser station prior to the start of the meeting, with pump dispenser and visual directions on appropriate hand rub technique. This area will be supervised during arrival and Beaver Scouts, Cub Scouts and Sea Scouts will be taught, where necessary, how to sanitise their hands effectively.
- c. Adult volunteers will ensure that hand wash is available for use in any toilet areas available for the use during the meeting. This means each of the three toilet areas in the Canolfan Iorwerth Rowlands Centre (CIRC) when this becomes available for use at the yellow readiness level.

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Where the group provides hand wash for use, adult volunteers will remove this to storage at the end of the meeting and make it available to other sections to use. Arrangements should be made to replenish hand wash when this is close to running out. If in doubt, contact the Group Scout Leader.

- d. Adult volunteers will ensure that key 'touch hot spots' are sanitised prior to, after and, where appropriate, during the meeting. These 'hot spots' include, for example, door handles.

Parents may, if they wish, provide their child with their own hand sanitiser. This must not be shared with others from outside their household. Similarly, while the Scouts guidance is that face coverings are not recommended, we will respect the decision of any individual (or their parent) who decides to wear one. The group cannot take responsibility for any loss or damage, or for the effectiveness or otherwise, of sanitiser or face coverings that are provided by parents.

Consulting with volunteers, parents and young people

The group has provided updates to parents via closed social media groups which include contact information for the Group Scout Leader so that parents can ask questions and raise concerns. An online survey link has been circulated to parents, via both social media and direct email, asking about their intentions for their children's return to face-to-face Scouting. All adult volunteers have been consulted. We are having to respond to the changed circumstances of some adult volunteers.

Finding a safe place to meet

The group does not own its own premises and therefore does not have ready access to outdoor or indoor areas that can be used for meetings. Adult volunteers will determine appropriate locations to use for outdoor meetings and communicate the details to parents via OSM and the closed Facebook groups.

The hazards and control measures for each location will have been determined prior to a meeting taking place. Where significant hazards have been identified and are being controlled, this will be recorded in a risk assessment.

A safe and enjoyable programme

Initially, under the limitations imposed on us by Scouts UK and ScoutsCymru during the amber readiness level period, we are only allowed to hold virtual meetings or meetings outdoors.

Each section leader and their team will plan a responsive programme that can adapt to the changing circumstances. Where an outdoor meeting is planned and weather conditions are too bad to run the planned programme, the meeting will be postponed and a Zoom meeting will be held instead.

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Knowing what to do if something goes wrong

a. First Aid

Procedure for treating an injured person:

1. Wear personal protective equipment (PPE) every time: a plastic apron, a face mask, a visor, and **TWO** pairs of disposable gloves ('double gloving' is to enable safe removal and not an indication of the level of risk).
2. Encourage the injured person to wear a mask or face covering if possible. This does not apply if the casualty:
 - is unconscious
 - is choking
 - is asthmatic
 - is experiencing breathing difficulties
 - has a facial injury.
3. If cardiopulmonary resuscitation (CPR) is required:
 - act in accordance with your training; the priority is to preserve life and the risk of infection is relatively small compared to the certainty of death if an individual requires CPR and does not receive it.
 - follow current guidance from the Resuscitation Council UK about providing ventilations / rescue breaths (adults: place a cloth over their mouth and nose and proceed with compressions-only CPR; children are more likely to have suffered respiratory arrest and need ventilations. If trained, use a face shield or pocket mask to reduce the risk of cross infection).
4. For all other cases, provide first aid in accordance with your training.
5. You should keep your mask on until the injured person is either handed over to the ambulance service or to a parent or guardian.
6. Clean up any body fluids while still wearing PPE and clean down the area using the spray sanitiser provided. Dispose of any cloths used for cleaning.
7. Remove personal protective equipment as follows:
 - Tear off apron – DO NOT remove over head or try to untie. Ball up in one hand.
 - Remove first pair of contaminated gloves with apron inside.
 - Dispose of gloves and apron in waste bag.
 - Remove visor while still wearing the second pair of gloves and sanitise using spray sanitiser and disposable cloth/wipe. Dispose of any cloths used for cleaning.
 - Remove face mask. Ball up in one hand.
 - Remove second pair of contaminated gloves with mask inside.
 - Dispose of gloves and mask in waste bag.
8. Waste bag should be secured and disposed of in domestic waste (e.g. black bin at CIRC)

(The above procedure will be provided on a laminated card in the same location as the first aid equipment.)

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b. If an adult volunteer displays symptoms during a meeting

The adult volunteer will be asked to go home, self-isolate and arrange for testing. If this reduces the ratio of adults to young people below the required number, the meeting must be stopped. Parents will be contacted to collect their children using the contact information stored in Online Scout Manager.

Parents should be aware that a number of our adult volunteers routinely share transport to meetings and that the need for an individual to go home may result in more than one adult volunteer having to leave. This increases the likelihood of a meeting needing to be stopped.

c. If a Beaver Scout, Cub Scout or Sea Scout displays symptoms during a meeting

Every effort will be made to 'isolate' the child at an increased distance from others while remaining under the care and supervision of an appropriate adult. The parents of the affected child will be contacted and required to collect them as soon as possible.

Supporting those made vulnerable by the crisis

Parents are asked to contact the Section Leader or the Group Scout Leader if their child is shielding, in a vulnerable group or needs us to make reasonable adjustments because of their additional needs.

Keeping our buildings safe and secure

As a group, we do not own our own buildings. We pay for the hire of the Canolfan Iorwerth Rowlands Centre on Steeple Lane in Beaumaris, and this building has its own management committee.

Getting Scouts back into the great outdoors – campsites and activity centres

The District will have to submit a risk assessment for approval by the Area Commissioner before any group can use the campsite at Talwrn for any activity. No residential activities will be permitted until GREEN readiness level has been authorised. UK Scouts have already indicated that this will not occur before 25 September 2020.

Reviewing this guidance

We will periodically review this guidance. Your comments and questions are welcome. Please contact the Group Scout Leader: jon.carter@bss.wales, 01248 360353, 07887 841304.