



**SSAGO**  
Student Scout and  
Guide Organisation

***POLICY DOCUMENT:***

**ACTIVITY GUIDELINES, BEHAVIOUR &  
DISCIPLINARY PROCEDURES**  
(Nov 2008)

**POLICY DOCUMENT**

## 1. OVERVIEW

SSAGO has for some time operated policies regarding the activities which we undertake, and have always, had an obligation to follow those guidelines outlined by the Headquarters. These policies must be followed by all SSAGO Clubs, their Members, Independent Members, Associate Members and Honorary Members.

This Policy Document aims to outline the regulations regarding activities, behaviour and the action which SSAGO can take as an organisation against individual members and where necessary clubs.

## 2. ACTIVITY GUIDELINES.

Activities deemed inappropriate for SSAGO Members to be Taking Part in

The following activities are not permitted under the Joint Activity Rules:

- Bungee jumping
- Canyoning
- Go karting/quad biking on public roads
- Hang gliding
- Hitch-hiking
- Paint ball games
- Laser quest
- Riding inflatable's towed behind powered watercraft
- Shooting at targets of human form

These activities are not acceptable under any circumstances. Clubs must note that the use of a 'mystery evening' to go undertake one of these activities will not be tolerated by SSAGO, Girlguiding UK nor The Scout Association, and sanctions will be sought against clubs who persist in doing this. SSAGO's insurers do NOT underwrite these activities, under any circumstances.

### a. ADVENTUROUS ACTIVITIES

Previously it has been necessary to follow joint activity rules and adhere to the most stringent guidelines from either The Scout Association or Girlguiding UK. This however is no longer necessary. The Scout Association are the sole providers of our insurance and so it is only necessary to follow The Scout Association Policy for activities that are undertaken.

Where notification of the relevant District/County Commissioner is necessary in POR, this should be substituted with SSAGO Notifications Manager. Where the Notifications' Manager is the person responsible for submitting this they should submit the notification directly to the SSAGO Secretary

**If SSAGO is running/helping with events for members of Girlguiding UK the Guiding manual MUST be followed.**

**Participants over the age of 18:** Activities where all participants are over the age of 18 can complete the 'Adult Groups in Adventurous Activities' card, a guidance card for adults in Scouting undertaking adventurous activities. Completing this declaration means that people undertaking adventurous activities require no authorisation to do so. This 'White Card' can be obtained from the National SSAGO Secretary or from the Information Centre (0845 300 1818)

See: <http://www.scoutbase.org.uk/library/hqdocs/facts/pdfs/fs120087.pdf>

It is however good practice, recommended where possible, that the appropriate activity authorisation for an activity is sought.

**Participants under the age of 18:** Activities in which any member is under the age of 18 MUST follow the guidelines for that adventurous activity as outlined in the appropriate factsheet and the Policy, Organisation and Rules (POR) of The Scout Association.

Factsheets and POR information for ALL activities can be found at: <http://www.scoutbase.org.uk/library/>

b. NIGHTS AWAY

**Nights Away Notification:** Nights Away Notification: It is a requirement for ALL nights away undertaken by SSAGO that a Nights Away Notification Form, (NAN Form) be completed. This must be returned to the SSAGO Notifications Manager. Where the Notifications' Manager is the person responsible for submitting this form they should submit it directly to the SSAGO Secretary. If camping on a camp site not owned by The Scout Association, then a copy of the NAN form must be sent to the District Commissioner of the area which the campsite is in. This person can be identified by telephoning the Information Centre on 0854 300 1818.

**Nights Away Permit Scheme:** A Nights Away Permit is not required for those events where all members are over the age of 18 years old. However a permit IS required if any member staying away overnight is under the age of 18 years old.

NAN Form:

<http://www.scoutbase.org.uk/library/hqdocs/facts/pdfs/formnan.pdf>

Night

Away

Permit:

<http://www.scoutbase.org.uk/library/hqdocs/facts/pdfs/fs120432.pdf>

**Failure to adhere to the guidelines outlined for Adventurous Activities and Night Away as outlined by The Scout Association may nullify insurance on an activity. It is therefore IMPERATIVE that these requirements are followed.**

### 3. BEHAVIOUR

#### a. GENERAL BEHAVIOUR

Behaviour, which is not in the nature of Scouting or Guiding, will not be tolerated; any actions which bring the reputation of SSAGO, The Scout Association or Girlguiding UK into disrepute will be dealt with by the National SSAGO Executive.

#### b. ALCOHOL

SSAGO operates no official alcohol policy; however, where our members drink we encourage them to do so sensibly, and for clubs to adopt a rational approach to drinking. We actively encourage the membership to monitor and police itself in terms of what is acceptable and unacceptable drinking behaviour.

Alcohol is NOT an excuse for poor behaviour, inappropriate behaviour propagated under the effects of alcohol will not be more favourably viewed, that acts committed when sober.

No body under the age of 18 must consume alcohol whilst participating in any activity under the banner of SSAGO, Scouting or Guiding. Anybody who does will be breaking the law and so appropriate action will be taken. Any body found to be supplying alcohol to a person under the age of 18 is also breaking the law and will have appropriate action taken against them.

#### c. ILLEGAL SUBSTANCES

The use of illegal substances of any kind will not be tolerated by SSAGO. The police shall be called immediately, and a lifetime ban from SSAGO will automatically occur, additionally the member/s involved will have their name/s passed to The Scout Association and Girlguiding UK, and their University.

#### 4. DISCIPLINARY PROCEDURES

- a. **Clubs not paying membership** shall be disaffiliated by majority vote of the National SSAGO Executive and subsequently barred from attending SSAGO events until membership is paid in full.
- b. **Clubs who persistently ignore Activity Guidelines** shall be disciplined by majority vote of the National SSAGO Executive in one or more of the following ways.
  - Banned from SSAGO Rally or Ball, or;
  - Banned from any specific aspect or activity on a Rally or Ball as deemed appropriate, or;
  - Given a temporary suspension from SSAGO
- c. **Individuals who behave in an un-Scouting or Guiding fashion** may be dealt with at the discretion of the National SSAGO Executive by majority vote in one or more the following ways:
  - Banned from SSAGO Rally or Ball, or;
  - Banned from a Specific activity on a Rally or Ball, or;
  - Given a temporary suspension from SSAGO, or;
  - Given a lifetime ban from SSAGO.
- d. **Any Club or individual causing loss or damage to property** may be dealt with at the discretion of the National SSAGO Executive by majority vote in one or more the following ways :
  - As per points b or c above;
  - Seek to claim compensation to cover the loss or damage

***The level of discipline used shall be at the discretion of the National SSAGO Executive, and at their recommendation, where necessary at the discretion of the full committee. In all circumstances both Girlguiding UK and The Scout Association will be kept informed throughout the decision making process.***