Scouts

1st Billingshurst

Lower Station Road, Billingshurst, West Sussex, RH14 9SX

gsl@1stbillingshurst.org.uk
www.1stbillingshurst.org.uk

Welcome

Welcome to the 1st Billingshurst Scout Group! By joining, your child is becoming part of a global movement of over 28 million Scouts, alongside 400,000 young people across the UK discovering adventure, new skills, and lifelong friendships.

Starting something new can feel like a lot to take in, so this pack is designed to show you how everything works here.

Getting Started & Joining OSM

- Complete the membership form at the back of this pack and return it to your section leader.
- We will securely upload your details to Online Scout Manager (OSM) and safely destroy the paper form.
- You will then receive an email invitation to My.SCOUT, where you can view and manage your child's information online.

How You Can Get Involved Scouting is a community effort, and we love welcoming families into the fold:

- **Volunteer Your Time:** We are always looking for regular adult helpers. Whether you can offer a specific skill, help run activities, or lend a hand behind the scenes, your support makes a huge difference—and it's genuinely fun!
- **Support While You Shop:** If you're short on time, you can still help by signing up for our Easyfundraising account. It costs you nothing extra but generates vital donations for our group whenever you shop online.

Please take a moment to read through the rest of this pack. If you have any questions, reach out to us anytime at **gsl@1sbillingshurst.org.uk**.

Thank you for choosing 1st Billingshurst—we're excited to start this adventure with you!

Yours in Scouting

Zoë Jenkins, Monicka Frisby & Stuart Sexton

Group Lead Volunteer Team

Scouts
1st Billingshurst

Group Contacts

EXECUTIVE COMMITTEE

Group Lead Volunteer

Zoë Jenkins (Kaa)	gsl@1stbillingshurst.org.uk

Group Leadership Team Members

Monicka Frisby & Stuart Sexton

Chair

Lucy Sexton	lucylou93@hotmail.com

Trustee (minute taker)

Jacque Laing	jacque.laing@gmail.com

Treasurers

Monicka Frisby & Lucy Sexton	monickafrisby@yahoo.co.uk lucylou93@hotmail.com

SECTION LEADERS

Scout Team Leaders

Stuart Sexton - Arun Troop	Arun.Scouts@gmail.com
Anita Bates & Colin Barker – Downlands Troop	DownlandsScouts@gmail.com

Cub Scout Team Leaders

Sam Waters (Akela) – Parbrook Pack	Cubs.Parbrook@gmail.com
Tracy Evans (Raksha) – Dauxwood Pack	DauxwoodCubs@gmail.com

Beaver Scout Team Leaders

tbc - Oaklands Colony	OaklandsBeavers@gmail.com
Carrie Tucker - Cedars Colony	Cedars.Beavers@gmail.com

DISTRICT CONTACTS

District Lead Volunteer

Matt Pike	dc@pandpscouts.org.uk

Phoenix Explorer Unit

Matt Pike	phoenix@pandpscouts.org.uk

Developing young people

Scouting helps young people grow through hands-on learning, teamwork, and responsible risk-taking. Our progressive program offers continuous activities, badges, and awards tailored across five age groups:

Beaver Scouts	6 to 8 years	Group based
Cub Scouts	8 to 10½ years	Group based
Scouts	10½ to 14 years	Group based
Explorer Scouts	14 to 18 years	District based
Network Scouts	18 to 25 years	District / County / Area based

Beyond regular meetings, your child will enjoy age-appropriate outings, sleepovers, camping, and outdoor challenges. Our balanced program caters to all abilities while celebrating group success. Young people can earn prestigious honours, including the King's Scout Award and, from age 14, the Duke of Edinburgh's Award scheme.

Our Responsibilities

All Scouting adults must follow strict policies on safety, equal opportunities, and child protection. To ensure young people remain safe while enjoying their adventure, every adult undergoes rigorous vetting—including criminal record checks—and must strictly adhere to our **Young People First** code of behaviour.

Youth Membership

Scout Association membership is voluntary and open to anyone aged 6 to 25, regardless of background or ability. Young people join by making a simple promise, and all Scouts worldwide share the iconic purple membership badge.

The Promise

All members make this simple promise and become part of the worldwide Scout movement:

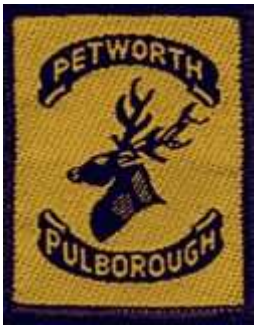


On my honour
I promise that I will do my best.
To do my duty to God and the King
To help other people
And keep Scout law.

The promise is adapted for younger children and accommodates different faiths and nationalities. Across the UK, nearly 100,000 adult volunteers support our youth members in roles ranging from leaders and administrators to managers. We also warmly welcome help from parents and guardians.

1st Billingshurst Scout Group

Our group is part of the Petworth and Pulborough District within the West Sussex Scout County. Members can learn more about regional Scouting at **westsussexscouts.org.uk**.



Attendance is mandatory for only two annual events:

- **St George's Day Parade:** Held on the Sunday nearest April 23rd.
- **Remembrance Day Parade:** Held on the Sunday nearest November 11th.

We also encourage children to join other district and county camps, competitions, and events to experience the wider "Family of Scouting" beyond Billingshurst HQ.

Today, we run two Beaver Scout Colonies (Oaklands & Cedars), two Cub Scout Packs (Parbrook & Dauxwood) and two Scout Troops (Arun & Downlands). The different sections meet at the following times and days:

Day	Section	Start	End
Monday	Beavers (Oaklands)	17.15	18.30
	Scouts (Arun)	19.00	20.30
Tuesday	Beavers (Cedars)	17.15	18.30
	Cubs (Parbrook)	18.45	20.00
Wednesday	Cubs (Dauxwood)	18.15	19.45
	Explorers (Phoenix)	20.00	21.30
Friday	Scouts (Downlands)	18.30	20.00

What do members need?

Your child doesn't need a uniform for their first few weeks—casual clothes are fine while they settle in over their 4 to 6-week trial.

Key Information:

- **Investiture:** Once they finish their membership badge requirements, they will be invested into the group. A uniform is required for this ceremony (and you'll need to sew on their badges!).
- **Outdoor Activities:** Meetings often happen outside the HQ, so please fully complete the attached forms, including emergency contacts.
- **Updates:** Inform us immediately of any contact detail changes to ensure your child's safety.

Buying a uniform

The Scout Association offers uniforms, books, and resources at **shop.scouts.org.uk**. You can also buy uniforms locally in Horsham (Camping World, Broadbridges) or Chichester (DW Camping). Your section leader will tell you when it's time to buy a uniform before your child's investiture, including which items are required versus optional.



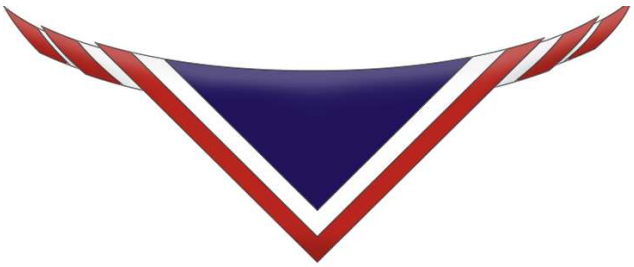
Beaver Scout Uniform



Cub Scout Uniform



Scout Uniform



Members receive the Group scarf (necker) and woggle when they are invested into the group. These cannot be bought beforehand, but replacements can be purchased through your section leader if lost.

How much does it cost?

£

Subscriptions & Costs

- Termly Fee: Subscriptions are £40 per term, requested at the start of each term.
- What's Covered: Meetings, materials, HQ maintenance, insurance, badges, and your child's annual Scout Association membership fee (paid on your behalf to Gilwell).
- Outings & Camps: Special events, trips, and camps incur an additional charge.

Changing sections

- **Transition Period:** When moving up (Beavers at 8, Cubs at 10½, Scouts at 14), members spend 4 weeks attending both their current and new sections.
- **Uniform:** They wear their existing uniform until invested into the new section.
- **Timing:** Section leaders will coordinate with parents to arrange transition and investiture dates.



Online Scout Manager (OSM) & My.SCOUT

We use **Online Scout Manager (OSM)** to securely store your child's personal, medical, and contact details, as well as track attendance and badges.
Through **My.SCOUT**, you can create a login to update details, view the section program, track badge progress, and stay informed about upcoming events.

Leadership

Our Scout group is run by unpaid volunteers—known as Scouters—supported by Explorer Scouts (aged 14 to 18) acting as Young Leaders. All leaders and young leaders' complete role-specific training in their own time, with costs and adult uniforms covered by the group.

Leadership & Support

- **Reporting Structure:** Team leaders report to the Group Lead Volunteer, who is accountable to the District Lead Volunteer for Petworth and Pulborough.
- **Questions & Concerns:** Direct any questions or complaints to your child's team leader first. If your concern involves them, contact the Group Lead Volunteer, followed by the District Lead Volunteer if necessary (contact details are at the front of this pack).

How the Group Operates

All adult team members at 1st Billingshurst Scout Group are volunteers who give their time for free. They are organised in a hierarchy of roles that include:

Group Lead Volunteer	The Group Lead Volunteer is a uniformed leader responsible for managing and supporting the Scout Group and its team members to ensure it runs effectively. They are assisted by a uniformed Leadership Team Members.
Team Leaders	This is the uniformed team leader responsible for managing and leading a section. This includes the planning and delivery of the Balanced Programme to the Section.

Team Members	Uniformed team members tasked with helping the Team Leader run the section.
Young Leaders	A young person, normally an Explorer Scout, who helps with a section. They are aged between 14 and 18 years old

How Can I help the Group?

As a voluntary organisation, we welcome support from parents and guardians:

- **Parent Helpers:** Some sections use a parent rota to meet adult-to-child ratios (helping 1–2 times per term). If assigned, please arrange a swap with another parent if you cannot make your date. Occasional helpers do not need a DBS check, but regular volunteers must complete one.
- **Uniformed Leaders:** No prior Scouting experience is required—just enthusiasm! Volunteers receive training through the Scout Association's Adult Training Scheme to earn their Wood Badge.
- **Trustee Board:** Support the group behind the scenes as a Trustee. Roles include Chair, Treasurer, Membership Secretary, Quartermaster, Fundraising Secretary, or Section Parent Representative.

Whatever your skills or availability, there is a way to get involved. Please ask us how you can join the team!

Raise free donations for **1st Billingshurst Scouts and Guides** every time you shop online—at no extra cost to you! Over 3,000 retailers (including Amazon, John Lewis, and Sainsbury's) will donate a percentage of your spend.

How to get started:

1. **Sign up for free:** Visit **easyfundraising.org.uk/causes/1stbillingshurst**
2. **Shop via Easyfundraising:** Start at their website, use the mobile app, or install the browser Donation Reminder.
3. **Raise funds:** The retailer donates directly to us when you check out—with zero hidden fees.

Medical and dietary information

Please inform your section leader of any medical conditions, specialist treatments, behavioural needs (e.g., ADHD, anxiety, dyspraxia), physical or mental disabilities, or dietary requirements. List these details on the membership form at the back of this pack and notify leaders immediately if your child's needs change.

Child protection

The Scout Association safeguards all members from harm by providing a secure environment, thorough training, and clear procedures. Every leader and helper carries a **Yellow Card** outlining our mandatory code of good practice, which is available for parents to inspect upon request.

Supporting your child

Scouting is a team effort, and leaders rely on parents to support their child's experience.

- **Drop-off & Pick-up:** Arrive no more than 10 minutes early. Ensure two adults are present before leaving your child, pick up on time, and inform leaders if someone else is collecting them.
- **Uniform & Independence:** Encourage your child to prepare themselves. Unless told otherwise, they must wear a clean, ironed uniform, necker, and sensible shoes to build pride and show off badges.
- **Communication:** Notify leaders if your child will miss a meeting. Check with them afterward for notices or tasks and keep an eye out for emails via OSM and section Facebook posts.
- **Forms & Payments:** Submit activity forms and payments on time. If you face any difficulties, speak confidentially with your Team Leader.

- **Additional Needs:** Share any school IEP or support statements so we can best assist your child.
- **Badges:** Explore challenge awards and activity badges for your child's section at **members.scouts.org.uk/supportresources**.

Parent Helper Information & Guidelines

Welcome to the team! Here is what you need to know for your volunteer evening:

- **Safeguarding & Policies:** Read the "Yellow Card" given to you at the start of your shift to understand our safety code of practice. Our anti-bullying policy is posted on the hall noticeboard.
- **Encourage Independence:** Interact, listen, and help with activities, but encourage children to solve problems together. Avoid staying right beside your own child so you both get the most out of the experience!
- **Join the Fun:** Help referee games, promote fair play, and enjoy the activities.
- **Hall Logistics:** Tables and chairs are in the small rear meeting room; tea, coffee, and juices are kept in the kitchen.
- **Rota Swaps:** If you cannot make your assigned date, please arrange a swap in person during pick-up. For data protection reasons, contact details cannot be shared.

Useful websites

http://www.1stBillingshurst.org.uk – 1st Billingshurst official website
http://www.Scouts.org.uk - The Scout Association official website
http://shop.Scouts.org.uk/ - The official Scout Shop website
http://westsussexScouts.org.uk/ - The home page for West Sussex Scouting
http://pandpscouts.org.uk/ - Petworth & Pulborough Scout District

More Information

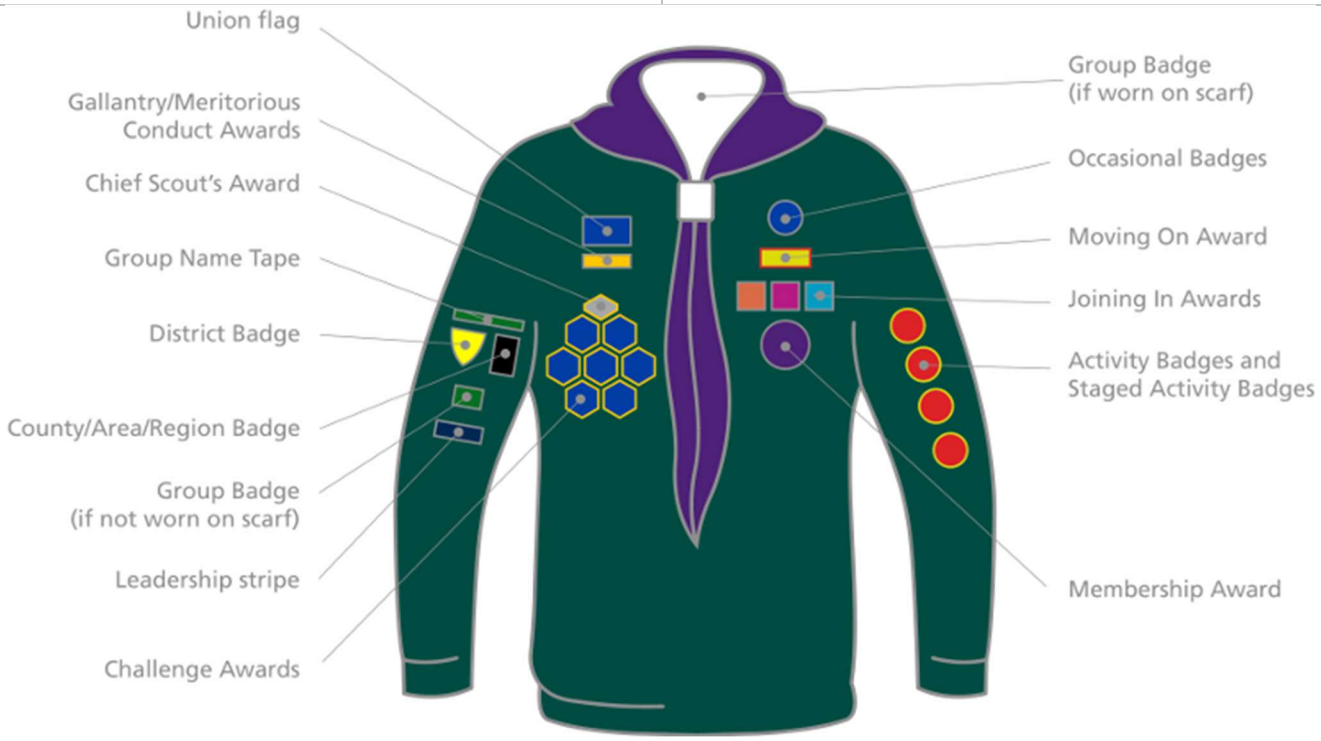
You can get more information by one of the following methods:

- The Group Lead Volunteer; Zoë Jenkins gsl@1stbillingshurst.org.uk
- The Scout Association's Information Centre can be contacted on **0845 300 1818 (local rate) or 0208 433 7100**

Beaver Scout Information	
Promise	I promise to do my best. To be kind and helpful And to love God
Motto	Be prepared
Uniform	Turquoise blue polo shirt and jumper Navy blue activity trousers Group scarf and woggle. Black shoes & socks
Section	Colony divided into Lodges, with Lodge Leaders
Age range	Start at 6 must leave before 8.5
Awards	Membership Award (Purple) Joining in Award Challenges Awards Activity Badges Staged Activity Badges Chief Scout's Bronze Award – Highest award for Beaver Scout



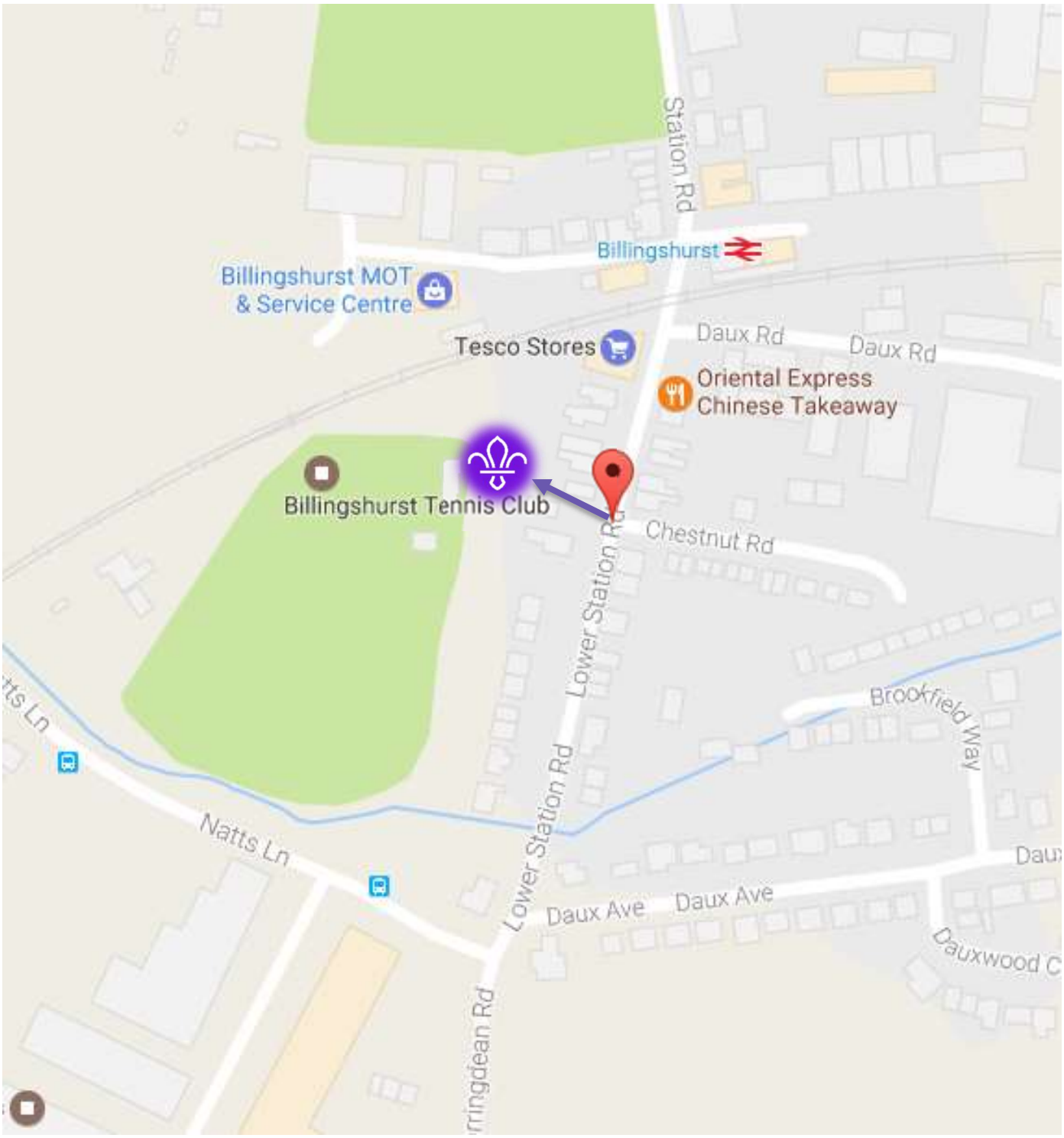
Cub Scout Information	
Promise	I promise that I will do my best. To do my duty to God and to the King To help other people And to keep the Cub Scout law
Law	Cub Scouts always do their best. Think of others before themselves And do a good turn every day
Motto	Be prepared
Prayer	Make me a good cub Scout I pray, Help me to do my best each day. Do my duty, lord to thee. Be the best that I can be Amen
Uniform	Green Polo shirt and Jumper Navy Blue activity trousers Group Necker and coloured six woggle. Black shoes / socks
Section	Pack divided into sixes, with Sixers and Seconders
Age range	Start at 8 must leave before 11
Awards	Membership Award (Purple) Moving on Award – Beavers to Cubs Participation Award x 2 Challenge Awards Activity Badges Staged Activity Badges Joining In Awards Chief Scout's Silver Award – Highest award for Cub Scout



Scout Information	
Promise	On my honour, I promise that I will do my best. To do my duty to God and to the King To help other people And to keep the Scout law
Law	A Scout is to be trusted, A Scout is loyal. A Scout is friendly and considerate. A Scout belongs to the world-wide family of Scouts. A Scout has courage in all difficulties. A Scout makes good use of time and is careful of possessions and property A Scout has self-respect and respect for others
Motto	Be prepared
Uniform	Teal green long sleeved shirt. Navy Blue activity trousers Group Necker and leather woggle Black shoes / socks
Section	Troop divided into Patrols with Patrol Leaders (PL's) and Assistant Patrol Leaders (APL's)
Age range	Start at 10½ must leave before 14 ½
Awards	Membership Award (Purple) Moving on Award – Cubs to Scouts Joining In Award Challenge Awards Activity Badges Staged Activity Badges Chief Scout's Gold Award – Highest award for Scout



How to find us



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1st Billingshurst Scout Group – Membership Form

Childs Full Name		*Date of Birth*	
Parent Name 1		*Parent Name 2*	
Address & Postcode		*Address & Postcode*	
Home Phone Number		*Home Phone Number*	
Mobile Phone Number		*Mobile Phone Number*	
Email Address		*Email Address*	
Emergency Contact		*Address & Postcode*	
Home Phone Number		*Mobile Phone Number*	
Doctors Name		*Dr's Address & Postcode*	
Dr's Phone Number		*Date of tetanus jab*	
*Medical Info**		*Dietary Info***	
Allergies		*Swim 50m unaided?*	Yes / No

PHOTOGRAPH CONSENT *"I give consent for photos/videos of my child to be taken, stored and shared internally in the meeting location, local press, Scout websites and social media. I understand that if I later withdraw consent, previously published photos will not be able to be removed. (Regardless of this consent, the group/unit is not responsible for photos taken by other parties.)"*	Yes / No
SENSITIVE DATA CONSENT *"I give consent for the storage and processing of sensitive personal information, including medical details (these are required for the safety of your child). I understand these may be shared with other Scout groups/organisers if/when my child moves sections or attends external events"*	Yes / No

Parent Signature		*Date*	

*Please add details of any medical details you feel we should be aware of when responsible for your chid
** Vegetarian, Vegan, no Dairy, No Gluten Free