

EPHING FOREST SOUTH

NIGHTS AWAY PERMIT GUIDELINES

In order to avoid any confusion in regards to the process around the assessment of a night's away permit, we have produced the following guidelines which must be followed:

Full details of the scheme and the Permit Application process can be found on <https://members.scouts.org.uk/FS120800> and <http://members.scouts.org.uk/nightsawaypermits>

It is recommended that the intention to apply for a Permit is discussed with the Group Scout Leader and the Group's Training Adviser before applying.

1. Applications require a minimum two months' notice prior to camp. Minimum three months' notice if the summer break falls between application and camp
2. Fully completed application forms must be submitted with the initial request from the adult wishing to be assessed to the Nights Away Coordinator: Alan Crook
 - o <http://scouts.org.uk/media/548098/Application-Form-Jan15.doc> and a follow up second sheet if required
 - o https://members.scouts.org.uk/documents/activities/na_app2.doc
3. On receiving the completed application form, the Nights Away coordinator will assign an assessor based on their availability and group
4. Adults will not be assessed if their mandatory training or DBS is not up-to-date
 - o Safeguarding
 - o First Aid
 - o Safety
5. If unclear whether Nights Away training is required - Module 16: Introduction to Residential Experiences & 38: Skills for Residential Experiences, contact the Nights Away coordinator with personal details including camping experience. The coordinator will discuss with the DC whether training is recommended
6. Only one person from each group's section will be assessed at any one camp.
 - o This means that if for instance, two cub leaders from the same group require a Nights Away permit, they will need to plan and run their own separate camps
7. If multiple adults from different sections, but from the same group wish to be assessed, they must show they are running independent events and prove they have their own programme, catering and camping areas.
 - o This means that a cub leader and scout leader from the same group can be assessed over the same weekend and on the same site as long as they can show they are running their own events
8. Joint group camps cannot be used for assessments
 - o This means that two or more groups sharing the experience cannot be assessed. Groups need to show they are running separate events, providing sufficient assessors are available
9. To reduce the amount of travel for the assessors, the recommended campsites are:
 - o Gilwell Park / Hargreaves Campsite
 - o Thriftwood / Tolmers
 - o Chigwell Row
10. Assessments will NOT be carried out on organised camps such as:
 - o Sixers & Seconders Camps
 - o District Activity Days
 - o County Run Events and National Events such as Gilwell 24, Gilwell Winter Camp etc

Permit Renewals

1. ***Steps 1 - 4 apply for all Permit renewals - the NA Assessor will arrange to discuss the Assessment Checklist in relation to recent camps the Applicant has run.***
2. ***Expired permits of more than 12 months will require a practical assessment***