



Notifications

**When, why, who you need to notify
in Blackdown**

Introduction

POR 9.1.2.1 The District Commissioner (Lead Volunteer, DLV) is responsible for approving all activities for Squirrels, Beavers, Cubs, Scouts, Explorers and Network.

This would be untenable for the District Lead Volunteer to approve every scouting activity, including regular evening programmes for all 20 groups and 8 explorer units across the District.

Therefore, there have been put in several systems in place to enable the approval of various activities.

Regular Evening Programme

It is up to the Group Lead Volunteer to approve your weekly programme, but the District would need to know when you are meeting away from your usual meeting location.

This can easily be done by sharing access to your OSM section with the district portal:

<https://portal.blackdownscouts.org.uk/osm/>

You will no longer need to email across your term programme to the DLV (or even when you change plans last minute) as long as you keep OSM up to date (by 3pm that day) and have appropriate location details in the Summary.

Activities

'Non-Adventurous' Activities

The DLV will give de facto approval to any 'non-adventurous' activity that meets ALL of the following criteria:

1. It is not adventurous or is not listed in the [Activities Index](#)

Basically, if you think your activity might be adventurous, it probably is!

Some activities that are adventurous that do not require notification and approval are:

- Hillwalking/hiking: If it is Terrain Zero and under 2 hours in activity duration
- An instructed activity at Huish Woods (not if self instructed)

2. It takes place within Blackdown District.
3. The person leading the activity (and permit holder if required) has a current appointment as a Leader, Assistant Leader or Skills Instructor in Blackdown District.
4. The person leading the activity has informed, and has the approval of, their Group Scout Leader or Explorer/Network Commissioner to undertake the proposed activity.

If all of the above apply, then no additional approval is required.

Don't forget that all of the activity rules in POR still apply, such as the need for a Risk Assessment, InTouch etc.

'Adventurous' Activities

If your activity doesn't meet all the above criteria, it is considered an 'adventurous activity' You must get approval at least 7 days in advance (ideally 14 days).

Example activities that DO require notification:

- Any activity that requires an Adventurous Activity Permit
- An instructed activity at Huish Woods when self-instructing
- Water activities that are on Class C waters
- Any shooting activity
- Air activities
- Any activity listed in the [Activities Index](#)

To get approval you must fill in an 'Adventurous Activity Notification' available at:

<https://portal.blackdownscouts.org.uk/forms/aan>

The activity **cannot** go ahead until you have received an approved form.

If the activity is part of a Nights Away Experience you do not have to fill in a separate form, but you need to include the details of any adventurous activities, instructors, permit holders, external provider information.

Nights Away

Each time you run a nights away experience you must get approval from the DLV at least 7 days in advance (ideally 14 days).

To gain approval, you will need to provide the following information:

- Event Leader and Permit holder for the event
- Section(s) and group size
- Venue location and information
- List of adults attending
- Planned activities and risk assessments.
- InTouch provision

To get approval you must fill in a Night Away Notification' available at:

<https://portal.blackdownscouts.org.uk/forms/nan>

The event **cannot** go ahead until you have received an approved form.

International

As soon as you start planning an international visit abroad you must notify the [Assistant County Commissioner \(International\)](#). They will guide you through the process of getting approval for the event.

More info: [Scout Visit Abroad Website](#)

Safeguarding

If a child or young person tell you about or you have a concern about their welfare, or you receive a complaint, concern or allegation about you or another adult inside or outside scouting you must follow the guidance on the yellow card.

What has recently changed is that you no longer report it locally to the DLV or GLV but directly to the HQ safeguarding team.

More info: [Scout Yellow Card](#)

Miscellaneous

Transporting Air Rifles

When transporting riffles or pistols onto or off any Blackdown owned property, e.g. Huish Woods, you need to obtain DLV permission.

<https://portal.blackdownscouts.org.uk/forms/rifles>

Summary

If you are not sure about anything listed here or anything else, please feel free to contact the DLV at;

dc@blackdownscouts.org.uk