

Attendance Policy

Version 3, April 2025

Policy Owner: Trustee Board



Background

Scouting is designed as a continuous programme of activities that equips young people with the skills they need to succeed in life. We expect that all young people will attend every week unless they have a good reason.

Our volunteer leaders put a lot of time and effort into planning the programme, and having young people drop out with little or no notice causes disruption, wasted time and potential disappointment for other young people.

Informing Us of Absence

We understand that other commitments or events sometimes prevent attendance at our activities, or that sometimes the unexpected occurs. When this does happen, we ask that you let the volunteer-in-charge of the activity know (or by emailing info@51bathscouts.org.uk, where you don't know who that person is) as soon as possible of the expected absence.

Should you fail to inform a volunteer twice in advance of non-attendance, unless in exceptional circumstances, this may lead to the termination of your young person's membership. This is at the discretion of the Group Lead Volunteer.

Non-attendance

Failure to attend for three consecutive weeks without good reason may result in the young person's membership being terminated. Any subs, trip fees or other due payments will be non-refundable.

Attendance is regularly monitored throughout the term to ensure that best use is made of available spaces. Where a young person's attendance is low (excepting reported illness) the Group Lead Volunteer will contact the parents to discuss the reasons for this. Should attendance not improve, the young person's membership may be terminated.

Trip Signups

We use an automated system to send out signup requests for trips and events. Please make our lives easier by clicking on the link and responding either “Yes” or “No” – not responding at all makes it very hard for our leaders to plan trips as they do not have a good idea of how many will be attending.

If you do not respond to a signup request before the specified deadline then we cannot guarantee that your child will be given a place at the event. Spaces at events will only be given after the sign-up deadline in exceptional circumstances, determined by the volunteer-in-charge in consultation with the Group Lead Volunteer, or if it benefits the Group to give the space.

Complaints and Appeals

Complaints and appeals in relation to decisions made under this policy must be directed to the Group Chair, whose decision is final.