



# Young Leader Registration Form & Placement Agreement



### Registration and Training Information

All Explorer Scout Young Leaders (ESYLs) are members of a Young Leaders' Explorer Scout Unit and so must be registered with the District. **It is compulsory for ESYLs to complete Module A within three months of registering** and on completion of this they will receive their Log book and Module A badge.

**You must use this form to register as an ESYL in your District.**

### Personal Details

First Name			
Last Name			
Date of Birth			
Address			
Town		Postcode	
Email Address			
Telephone			
<b>Emergency Contact 1</b>			
Contact Relation		Contact Number	
<b>Emergency Contact 2</b>			
Contact Relation		Contact Number	
Details of any medications being taken			
Details of any medical or cultural needs			

### Scouting Details

Explorer Scout Unit		District	
Scout Group working in		Section	
Meeting Night & Time			
Section Leader Name			
Previous Scouting experience			

### *Duke of Edinburgh (DofE) Information (if relevant)*

Start Date		Estimated completion date	
Assessor Name		Assessor Email Address	
eDofE Number		DofE Level	
Aims acting as an ESYL			

**I have read, understood and agree to undertake the requirements and responsibilities from the agreement.**

ESYL Name		Signed	
ESL(YL) Name		Signed	
Section Leader Name		Signed	
GSL Name		Signed	
Date			

*This form should now be sent to the ESL(YL), DESC or DC (in absence of other roles) to be processed.*

### **For District / Young Leader team use only**

Module A Completed Date		Log book Issued Date	
Mentor (i.e. ESL(YL))		Neckerchief Agreed	



# Young Leader Registration Form & Placement Agreement



## **Placement Agreement**

The following agreement relates to the requirements and responsibilities relating to Explorer Scout Young Leader (ESYL) provision within individual Scout Groups. The agreement aims to provide clarity as to the areas of responsibility and the requirements for all parties involved and should therefore be signed the ESYL themselves, Explorer Scout Leader (Young Leader) (ESL(YL), Section Leader (SL) and the Group Scout Leader (GSL).

### **Please be clear that:**

- The District is responsible for the Explorer Scout provision (14-18 years old), this includes ESYL Units.
- Where an ESYL takes an active part in an Explorer Scout Unit (outside their work as an ESYL in their Section), they are directly responsible for paying membership fees. It is recommended that if the young person's **only role** is as an ESYL at a Scout Group, then the Group should pay membership fees for that member.
- ESYLs should wear their Explorer Scout shirt at meetings and events, and SLs should encourage this. **Under no circumstances may an ESYL wear the adult leader's uniform before they turn 18.**
- The Neckerchief the ESYL will wear is agreed with the ESL(YL) and described on the registration form.

### **Requirements for placing an Explorer Scout Young Leader within your Scout Group:**

- a) ESYLs must be registered with the District Explorer Scout Provision before starting to volunteer.
- b) Contact with the ESL(YL) should be made by the SL with the full knowledge and approval of the GSL.
- c) The SL and GSL in partnership with the ESL(YL) must ensure that all ESYLs have completed Module A within three months of registering with the District.
- d) ESYL contact details, including health and InTouch information, must be held by the SL and ESL(YL).
- e) The SL must ensure they are aware of current developments of the ESYL's scheme and must induct the ESYL into the Group and include them in all section/planning meetings and events.
- f) There must be no more than three Explorer Scout Young Leaders working in any section.

### **Implied responsibilities of Explorer Scout Young Leaders:**

- a) Module A must be completed within three months of registering & starting to volunteer.
- b) Where placements are being used for the DofE's volunteering section, at least two hours of training must be completed at each level of the award.
- c) Regular attendance is expected at weekly meetings and any additional activity days/camps, programme planning meetings and reviews. Full contact details must be provided to the SL and kept up to date.
- d) You must make contact with the ESL(YL) to complete missions and DofE's Assessor Reports and remain up to date with the Policy, Organisation and Rules (POR) of The Scout Association.

### **Implied responsibilities for Explorer Scout Leader (Young Leader) and Managers:**

- a) The ESL(YL) must ensure that the ESYL is awarded with all ESYL badges, including mission badges, and update progress on modules and missions as part of the training scheme.
- b) All adults **must remember** that an ESYL is still a youth member and so they must be treated as such, supervised at all times and not given adult responsibilities.
- c) ESYLs must not be included as a young person ratio as the Leader in Charge is responsible for the ESYL and no ratio is required. This does not mean that they should not be included in your Risk Assessment.
- d) Completed Health and Permission Forms for Nights Away and Adventurous Activities must be obtained from parents/guardians for all ESYLs. All ESYLs must be provided with separate accommodation to adult members and youth members they work with.
- e) Management of Young Leaders outside of Group matters rests with the ESL(YL).
- f) The ESL(YL) and District Explorer Scout Commissioner must ensure that ESYLs are aware of forums and training dates and should be encouraged to participate. They also agree to, alongside the SL and GSL, keep ESYLs informed of District, County and National Level events and opportunities and support the ESYL with their training towards other Scouting, DofE awards and other awards (i.e. ILM award).