

Cabot Scout District References Policy

POR JAN 2019 <https://scouts.org.uk/por>

f2) References

If the applicant's character and background are not known (as determined by the Appointments Advisory Committee), or if the applicant is returning to Scouting after a period of absence, the Appointments Secretary must obtain at least two references in writing (using form RF or using Compass).

g) If references or the AAC Panel meeting have raised any doubts about the suitability of the candidate, then the Appointments Chair should be advised by the Appointments Secretary. The Appointments Chair will consult in confidence [see 3.5 above] with up to 2 other Appointments Advisory Committee members (and the referee(s) if required), and with the responsible Commissioner, in order to agree next steps to draw the matter to an appropriate conclusion. If the outcome is to not appoint then details of the reason must be recorded on Compass using the End Role Unsatisfactorily option.

For some roles we request references to determine a volunteer's suitability for both Scouting and their role.

There are 3 Appointment Process routes in Scouting but only 1 has a requirement for references.

(Requires References) Process 1: Roles that are appointed using the Appointment Process managed by the relevant Appointments Advisory Committee

When the relevant line manager wishes to appoint any adult to a new role that is subject to the AAC process.

Process 2: Roles that are appointed by the relevant Scout Council at their Annual General Meeting. When the relevant electoral body has at its AGM elected a member of the Executive Committee or agreed the nomination of a member to the Executive Committee.

Process 3: Roles that are appointed by the relevant Executive Committee.

When the relevant Executive Committee has appointed a role within its authority.

In Cabot District if an applicant (Process 1) has not been involved in Scouting for 12 months or longer then references would need to be collected again. Any immediate change in role (CofR) hence would not require requesting references. A caveat to this is there could be situations in which taking a defensive approach to the Appointments Process would promote the seeking of references for a particular person's suitability as determined by the Appointments Advisory Committee.

References are **not** made available to the respective Appointments Committee panels as part of their approval meetings.

All references to be received and approved within 5 months of the member role start date.