



## **Memorandum of Agreement**

### **Between The Scout Association and SSAGO**

#### **Introduction**

This document sets out the intended relationship between the Student Scout and Guide Organisation (SSAGO) and The Scout Association (TSA) outlining how the organisations will work together and support each other to promote the development of Scouting and Guiding. It is to be read in conjunction with the constitution of SSAGO and The Scout Association's Policy, Organisation and Rules (POR) and the Memorandum of Agreement between Girlguiding and SSAGO. In the event of any issue of interpretation and/or anomaly regarding POR or the Memorandum of Agreement between Girlguiding and SSAGO, such issue shall be referred (as the issue may require) to TSA and/or Girlguiding HQs to decide at their sole discretion.

#### **1. Fundamentals**

- 1.1 The heart of SSAGO's aims is to support the Scouting and Girlguiding movements within the UK. Primarily, this includes supporting members of both organisations and the continuation of their Scout and/or Guide journeys while at university, along with the promotion of the movements and the active recruitment of new members.
- 1.2 Similarly, as SSAGO is an affiliated organisation, TSA will support both SSAGO and its goals. Primarily, this involves the recognition of the organisation and its membership, working together and supporting each other, the inclusion of SSAGO in discussions relevant to SSAGO members and the promotion of the organisation to Scout members.

#### **2. Insurance**

- 2.1 It is the responsibility of the National SSAGO Executive Committee to ensure that every SSAGO club and member is insured throughout their programme and that delivery of Scouting activities is conducted in accordance with the rules of The Scout Association as detailed in POR. The only exception to this is when the activity is specifically organised by Girlguiding.
- 2.2 Where members of SSAGO are also members of The Scout Association or Girlguiding, their insurance to cover personal accident and medical expenses will be provided through their respective organisations.

- 2.3 Both The Scout Association and Girlguiding will provide public liability insurance to cover the activities of their own members, whilst each is participating in SSAGO activities.
- 2.4 The Scout Association will additionally provide public liability insurance to cover the liability that attaches to the SSAGO members delivering Scouting activities who are not members of The Scout Association or Girlguiding.
- 2.5 For members of SSAGO who are not also members of The Scout Association or Girlguiding, SSAGO will purchase an insurance policy to cover personal accident and medical expenses from Scout Insurance Services Ltd.

### **3. Incident Reporting and Emergency Procedure**

- 3.1 The Scout Association's emergency procedures detailed in POR chapter 7 must be followed and where the wording reads District Commissioner, the responsibility lies with the local SSAGO chairperson or president and ultimately the National Chairperson.
- 3.2 The Scout Association's Safe Scouting and Emergency Procedures (known as the purple card) must be followed at all times. This can be found at [scouts.org.uk/por](https://scouts.org.uk/por).
- 3.3 Incidents must be reported to the member's relevant organisation, Scouts to the Scout Information Centre and Guides to Girlguiding Headquarters. This can be found at [scouts.org.uk/por](https://scouts.org.uk/por).
- 3.4 In the event of a claim The Scout Association and Girlguiding insurance providers will share information to determine whether or not liability needs to be shared.
- 3.5 With regards to incident reporting, they should be reported to both. You should consider which organisation can offer you immediate support if necessary (where media attention may be generated please contact The Scouts' Media Officer). Incidents must be reported to The Scout Association as SSAGO is insured through The Scout Association.
- 3.6 Activities that go against the values of The Scout Association and/or banned by them are not be permitted. Activities are banned by The Scouts on the grounds of lack of external regulation, challenges acquiring suitable insurance or appropriateness of the activity.

### **4. Safeguarding and DBS Checks**

- 4.1 All SSAGO members aged 18 and over must follow The Scout Association's Child Protection Policy and Safeguarding Code of Practice (known as the Yellow Card). This can be found at [scouts.org.uk/safeguarding](https://scouts.org.uk/safeguarding). This includes undertaking DBS which must be ensured by SSAGO.

- 4.2 To enable SSAGO members to volunteer and support The Scout Association's activities and events, a SSAGO Scout Active Support Unit (SASU) will be set up and operate as part of The Scout Association. SSAGO members may only deliver Scouting activities under the auspices and as members of the SSAGO SASU. SSAGO SASU members who are not members of either association elsewhere may obtain the relevant disclosure checks through TSA.
- 4.3 The Active Support Manager of the SSAGO Active Support Unit must be a current SSAGO member and will work with the National SSAGO Executive Committee to ensure all relevant SSAGO members hold up to date DBS checks.
- 4.4 The purpose of the Active Support Unit is outlined in the SSAGO SASU Service Agreement.

## **5. Activities and Nights Away**

- 5.1 The Scout Association's rules for the safe undertaking of activities, residential and overnight experiences must be followed during the planning, running and undertaking of these activities (see POR chapter 9). This can be found at [scouts.org.uk/por](https://scouts.org.uk/por).
- 5.2 Activities banned by The Scout Association are not permitted. These can be found at [scouts.org.uk/por9.67](https://scouts.org.uk/por9.67).
- 5.3 Notification for all adventurous activities, residential and overnight experiences must be made to and recorded by the National SSAGO Executive Committee.
- 5.4 An InTouch system must be in place for all activities, residential and overnight experiences. This can be found at [scouts.org.uk/por9.3](https://scouts.org.uk/por9.3).

## **6. Communication**

- 6.1 The National SSAGO Executive Committee will invite representatives of The Scout Association and Girlguiding to Executive meetings where required.
- 6.2 The Scout Association and Girlguiding will be invited to send a representative to SSAGO full Committee meetings as detailed in the SSAGO Constitution.
- 6.3 The Scout Association and Girlguiding will be invited to send representatives to the National SSAGO AGM as detailed in the SSAGO Constitution.
- 6.4 As part of the handover process for the National SSAGO Executive Committee a joint meeting will be held with The Scout Association, Girlguiding and representatives of both the outgoing and incoming Executive to ensure continuity.
- 6.5 All changes to the SSAGO Constitution require approval by both The Scout Association and Girlguiding as detailed in the SSAGO Constitution.

## **7. Brand and reputation**

7.1 The Scout Association permits SSAGO to use its brand assets for non-commercial use in line with its Brand Guidelines. These can be found at [scouts.org.uk/brand](http://scouts.org.uk/brand).

7.2 SSAGO members will conduct themselves in accordance with the POR of The Scout Association and not bring Scouting into disrepute.

## 8. Award Schemes

8.1 Only SSAGO members who are full members of a Scout Network (a District or UK Scout Network) are entitled to take part in the Scout Network programme and complete The Scout Association's awards.

## 9. Liability

9.1. TSA will not be liable for any costs, claims, losses, damages or liabilities whatsoever suffered by SSAGO unless required by law.

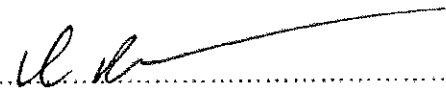
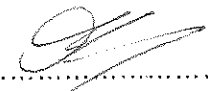
## 10. Amendment and/or Variation

10.1. This Memorandum of Agreement may be amended and/or varied at any time by agreement between the parties in writing and any such amendment and/or variation shall be signed and dated by the parties and appended to this agreement.

## 11. Termination

7.1. Either party may bring this Memorandum of Agreement to an end by way of a 30 day notice to the other.

## 12. Signing

Name on behalf of TSA: 	Name on behalf of SSAGO:  (Joshua Smith)
Role: Head of Education	Role: SSAGO CHAIR 2017-19
Date: 22/6/18	Date: 02/08/2018