

# Introduction to the Adult Training Scheme



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This factsheet outlines the new Adult Training Scheme. The scheme has been designed to provide personal development opportunities for adults, both within their Scouting role and as individuals.

**Key Principles:** The Scheme is based around a number of key principles:

- Training based on the needs expressed by those involved across the movement.
- Learning based on a modular system with adults completing only those modules relevant to their role.
- Accessibility regardless of geography, education, personal circumstance or special needs.
- Recognition of prior learning, experience and knowledge.
- Opportunities for adults across the movement to interact.
- The combination of familiar Scout training methods, such as group work, with new training methods such as e-learning.
- A national scheme which is recognised by all Counties/Areas.
- External recognition of Scout training.

## **Provisional Appointments:**

The first stage of the scheme begins after the recruitment of an adult. The individual must agree a job description with their Group Scout Leader or Commissioner which will state who they will be working with, what they are required to do, how long for and where support is available to them.

They will then begin a locally agreed induction programme. Individuals will also be required to complete Form AA and for those new or returning to the movement, Form RF and the Criminal Records Bureau (CRB) form.

Once the CRB form has been received the Appointments sub-committee Secretary will inform the County Training Manager that the adult must begin the Adult Training Scheme and a Provisional Appointment will be made.

## **'Getting Started':**

Following the issue of a Provisional Appointment, adults can begin the 'Getting Started' section of the programme which is made up of the four areas that are required before the presentation of a Warrant:

- Module 1, *Essential Information*
- Module 3 or 4, *Tools for the Job*
- The Appointment process.
- A Personal Learning Plan.

## **Personal Learning Plan**

Each adult should have a Personal Learning Plan which provides an agreed record of planned learning for a specified role. Adults will complete their Personal Learning Plan using the *Adult's Personal File* and through discussion with their Training Adviser who will provide them with

guidance through their training. The plan will identify the modules relevant to their role and will establish those where training is required as well as those where existing skills and knowledge meet the requirements. The Plan should include:

- Which modules training is required for.
- Which method of learning is to be used.
- How each module will be validated.
- Target timescales.
- The date of the next review meeting.

Once CRB checks have been returned satisfactorily and an adult has completed the 'Getting Started' stage, a Warrant can be presented and they can begin working towards the goals set in their Personal Learning Plan.

#### **Validation**

Validation is the means by which an individual's ability to use a skill in practice is confirmed. All modules required for a particular Appointment must be validated regardless of whether the skills have been gained by previous experience or by planned learning. Each module has a fixed requirement and there are usually a number of validation methods for participants to select from. Validation methods should:

- be appropriate for those that have or have not attended training.
- involve people doing their job in Scouting and not be an extra task
- demonstrate that some (but not necessarily all) of the module objectives have been met.
- seek to improve the quality and/or quantity of Scouting.

#### **The Modules:**

##### **Module 1 : Essential Information**

Provide basic information for adults to prepare them for their new role.

##### **Module 2: Personal Learning Plan**

Helps to create a plan for an individual's learning.

##### **Module 3: Tools for the Job (Section Leaders)**

Provides basic information on the role or area of responsibility of the individual.

##### **Module 4: Tools for the Job (Managers)**

Provides the basic information on the role or area of responsibility of the individual.

##### **Module 5: Fundamental Values of Scouting**

Explores the links between the values expressed in the Purposes, Principles and Method of Scouting and a balanced programme, the awards and badges.

##### **Module 6: Changes in Scouting**

An overview of the development of Scouting.

##### **Module 7: Valuing Diversity**

Explores The Scout Association's policy regarding the promotion of diversity and its practical application.

##### **Module 8: Skills of Leadership**

Covering the knowledge, skills and attitudes required to be an effective leader.

##### **Module 9: Working with Adults**

Looks at how an individual can work effectively in a team.

##### **Module 10: First Aid**

Covering the skills and knowledge required to manage an incident and provide basic First Aid.

##### **Module 11: Administration (Section Leaders)**

Looks at the necessary procedures and records required for effective administration of the Section.

##### **Module 12: Providing a Balanced Programme**

Looks at the successful planning and implementation of a balanced programme.

##### **Module 13: Growing the Movement (Section Leaders)**

The ways in which an individual can work with their GSL/others to plan and implement growth in their Group and Section.

**Module 14: Young People Today**

Looks at ways in which an adult can identify and meet the needs of young people.

**Module 15: Challenging Behaviour**

Provides guidance on how adults can prevent and manage challenging behaviour in their Section.

**Module 16: Nights Away**

Provides the information required for an adult to plan and run residential experiences.

**Module 17: Activities Outdoors**

Enables adults to plan and run exciting, safe and developmental activities outdoors.

**Module 18: Practical Skills**

Enables adults to gain and develop practical skills for the benefit of young people in their section.

**Module 19: International**

Provides an International focus for Section activities.

**Module 20: Administration (Managers)**

Looks at the necessary procedures and records required for effective administration of Groups, Districts and Counties/Areas.

**Module 21: Growing the Movement (Managers)**

Covers the ways in which a manager can plan, execute and facilitate change in their area.

**Module 22: Section Support**

Enables those not working directly with young people to understand the Sectional Programmes, Section method and Section characteristics.

**Module 23: Safety for Managers and Supporters**

Covering specific roles, responsibilities and systems to ensure safe Scouting.

**Module 24: Managing Adults**

Looks at the skills and knowledge required for the effective management of adults.

**Module 25: Assessing Learning**

Provides the knowledge and skills required for the effective support of adults through the Scout Wood Badge and other assessed schemes.

**Module 26: Supporting Adults**

Enables supporters to provide effective support to adults in sections.

**Module 27: Instructing Practical Skills**

Provides the skills, knowledge and attitudes necessary to instruct practical skills.

**Module 28: Facilitating**

Provides the skills, knowledge and attitudes to facilitate individuals and small groups.

**Module 29: Presenting**

Provides the skills, knowledge and attitudes required for effective presentation.

**Module 30: Supporting Local Learning**

Enables Local Training Managers to co-ordinate learning plans and produce a programme of learning.

**Module 31: Planning a Learning Experience**

Providing the skills, knowledge and attitudes necessary for research and designing training experiences.

**Module 32: Delivering a Learning Experience**

Provides the knowledge, skills and attitudes to plan, prepare and run a training experience.

**Module 33: Planning a Learning Provision**

Enables Training Managers to plan and meet the learning needs of an area.

**Module 34: Managing a Learning Provision**

Enables County/Area/Regional Training Managers to manage the learning provision of their area.

**Module 35: Internal Moderation**

Looks at how to monitor the quality of The Scout Association's Adult Training Programme.

**Module 36: Special Needs**

Provides information, support and resources for those working with young people with Special Needs.

*For further information refer to The Adult's Personal File and The Scout Association Training Scheme.*