

Guidelines for a Beaver Scout Sleepover



Item Code FS155053 Jul/08 Edition no 5

0845 300 1818

Purpose

Sleepovers give young people their first experience of a night away from home without their parents/guardians. They are the young person's first taste of residential Scouting and it is vital that any 'introductory' experience of the activity should be of good quality. This will ensure that the young person is not put off by a bad experience. It is equally essential to integrate Sleepovers into any Colony's programme. The progressive Nights Away scheme operating in all sections and the balanced programme emphasise the importance of camping and residential experiences.

This factsheet represents an introduction to running a Sleepover.

Criteria

To achieve a 'quality' experience the criteria below should always be adhered to:

- Participation by Beaver Scouts
- One night only (24 hours maximum, including travel time at either end)
- Indoor only
- A Nights Away permit must be held
- Leadership team as below
- Obtain parental permission

Participation

Sleepovers are part of the Balanced Programme. They may be offered to all Beaver Scouts within the Colony or limited to older Beaver Scouts only,

at the discretion of the Beaver Scout leadership team

The activity offers the following benefits to young people:

- The fun and excitement of spending time with friends
- More time for extended activities
- Completing part of the Outdoor Challenge
- Contributes towards the Nights Away Activity Badge
- A link to other sections
- A sense of independence for young people

One night only

Sleepovers should not last longer than 24 hours, including the travel time to the activity and away from it at the end. Then venue should be close enough to allow parents/carers to have access to their child should it be required.

Indoor only

The venue should be suitable, have a kitchen available and washing facilities. There must be separate sleeping, toilet and washing facilities for adults and young people, and there should be separate sleeping, toilet and washing facilities for boys and girls. However this may not necessarily mean separate rooms for sleeping for the young people. If there is only one room available for the Beaver Scouts' sleeping accommodation, you can put up screens dome tents to provide separate sleeping areas.

Whether using Scout premises or public buildings, the venue must be secure at all times and not

accessible to the general public. Doors must be lockable from the inside, with adequate fire doors for emergency use.

A phone should be on hand for the whole time that the Sleepover takes place.

Leadership team

All adults should be known to the Beaver Scouts or there should be the opportunity for this to happen before the event. The recommended minimum ratio for outdoor activities held away from the usual meeting place and Sleepovers is 1 adult to 6 Beaver Scouts plus the Leader in charge. The person in charge must hold a Nights Away Permit.

It is desirable that the leadership team is a balance of male and female adults. Members of the Leadership Team should be nominated to take responsibility for first aid and catering.

All adults must have been the subject of the enquiry process set out in POR Rule 3.26

Preparation

The venue should be visited at least two months before the event so that you are satisfied the facilities are adequate for your Sleepover. This also gives plenty of time for the programme to be planned and the appropriate forms to be completed and submitted.

Notification

The completed form NAN should be with your District Commissioner at least seven days before the event.

Parental permission

This must be obtained in writing from parents/carers before the event.

Checklist for organising a Sleepover

- A Nights Away permit must be held
- The Leadership team must agree the activity and their area of responsibility e.g first aid, catering, security.

- Visit the venue and check facilities including sleeping arrangements, security and proximity of phone (in addition to any mobile phone)
- Set date and venue
- Check that a fire risk assessment has been carried out for the venue you are using. Also remember to carry out risk assessments for the activities, please see Activities – Risk Assessment factsheet (FS120000).
- Decide which Beaver Scouts the event will be for (eg. All Beavers, 7-years and over only)
- Prepare draft programme, menu and arrange transport and cost for the event.
- Find a suitable Home Contact for the event (see Fact Sheet FS120078)
- Invite the Beaver Scouts/parents/guardians to the Sleepover with full event details and kit list using the form available on FS120082
- The letter must seek formal permission from parents/carers (with a returnable form)
- Involve Beaver Scouts in planning the programme
- Form NAN to District Commissioner
- Completed FS120078 to Home Contact
- Check that you have the permission to attend for Beavers and medical information for everyone attending, as well as guidance for any young people on medication
- Carry out the Sleepover and have a great time
- Detailed review by Leadership team
- Do it again!

For further information on Sleepovers see Nights Away and chapter 5 of Colony Essentials. Colony Programmes provides a wealth of ideas for developing a great programme for the Sleepover.