

Programme Review - Scout



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To celebrate all that is going well with your Scout Troop and to help you focus on areas that you would like to improve, it's a good idea to review certain elements of your Troop regularly. It will be likely that you will undertake your review on an annual basis, at a time and place to suit you and your team. You will need to be open and constructive in order to make sure that the Scout Troop continues to develop. Your review will help you to continue planning and running a Balanced Programme. It should involve everyone connected to the running of the Scout Troop.

The review should be kept and considered on a regular basis – don't just do it and forget it!

A step by step approach to Review

Here is a simple six-step process to completing a review.

Step 1: Gathering information

Before you meet to carry out the review, you will need the information required for the 'Membership' section. It is essential you have all the facts before you begin your review.

Hopefully, you will have details of programmes you have used over the past year. This will help you identify the Zones and Methods that have been covered and those that need more attention. This information will be needed for the Programme section of the review.

Step 2: How do you feel?

The three sections, Membership, Programme and Opportunities can be discussed in any order. They do not all have to be discussed at the same time. You may choose to discuss them over a series of evenings, or to allocate a certain amount of time

to each one. You will need to be open and honest during the discussions.

Step 3: Making comments

After each discussion, record some comments in the each of the boxes provided. The comments may only be a few words, but the whole team should be in agreement.

Step 4: Drawing conclusions

From each of the comments recorded, you should be able to draw some conclusions. The conclusions should identify parts of the Troop programme that are going well, things that the could be improved and things that the Troop Leadership Team think need further support and attention in the future.

Step 5: Looking forward

Looking at the items you noted in the conclusions, focus on two or three issues that the team consider the most important or most urgent. Choose items that will improve the quality of Scouting for all the members.

Discuss and agree the actions you need to take to make a difference. This should include seeking support from outside of the Scout Troop – this may come from the Assistant District Commissioner (Scouts), District Commissioner, or another source.

Decide who is going to be responsible for achieving the action. This should be someone who is willing to take the lead. You also need to agree when you think the action should be completed by. This should be both a practical and possible timescale – but make sure it is within a reasonable period.

Step 6: Talk to your Group Scout Leader

Completing the review does not mean that you have to solve all the problems within the Troop. A review will identify what support you need. The role of the GSL is to support all the sections in the Group to make sure they can offer good Scouting. This also allows them to coordinate the support available.

File a copy

Finally, keep a copy for the Troop records so that you can refer to it during the year to check on progress.

Programme Review – The Scout Troop

By regularly recording key statistics you can monitor the progress (or otherwise) that your Troop is making.

Section 1: Membership

Membership							
What was the membership of the Troop 12 months ago, or at last review?							
Boys		Girls		Total		Average weekly attendance	
What is the current membership of the Troop?							
Boys		Girls		Total		Average weekly attendance	
Number of young people coming into the Troop at last review?							
Boys		Girls		Total		Average weekly attendance	
Number of young people coming into the Troop in the current 12 months?							
Boys		Girls		Total		Average weekly attendance	
Number of young people leaving the Troop at the last review?							
Boys		Girls		Total		Average weekly attendance	
Comments: i.e. reasons for leaving /age of leavers							
Number of young people moving into Explorer Scouting at the last review?							
Boys		Girls		Total		Average weekly attendance	
Number of young people moving into Explorer Scouting in the current 12 months?							
Boys		Girls		Total		Average weekly attendance	

Leadership

How many of the following were involved in the Troop 12 months ago?

Leaders		Troop Assistants		Parent Helpers		Young Leaders	
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How many of the following are currently involved in the Troop:

Leaders		Troop Assistants		Parent Helpers		Young Leaders	
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Hints and Tips

- Other Groups in your Districts may have lists of young people waiting to join, who could join your Section today. By keeping good communication with local Groups, you can work together to offer Scouting to more young people.
- Are the young people moving on? If necessary, investigate why not and put plans into place to facilitate the moving on process.

Of those that left – how many went to do other things instead?

Our Membership Plan		
What are we going to do?	Who is doing it?	Date to complete it
1		
2		
3		
4		
5		
6		
7		

Section 2: Programme

How effectively did we incorporate activities from each of the Programme Zones into our Troop programme during the review period?

Programme Zones	Not well			Very well	Comments
Community	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	
Creative Expression	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	
Fit for Life	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	
Global	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	
Outdoor & Adventure	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	
Beliefs & Attitudes	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	

Comments

Methods

How successful have we been at using the full range of Methods in the Programme during the review period?

Methods										
Activities outdoors	Never	<input type="checkbox"/>	Rarely	<input type="checkbox"/>	Regularly	<input type="checkbox"/>	Usually	<input type="checkbox"/>	Always	<input type="checkbox"/>
Activities with others	Never	<input type="checkbox"/>	Rarely	<input type="checkbox"/>	Regularly	<input type="checkbox"/>	Usually	<input type="checkbox"/>	Always	<input type="checkbox"/>
Design and creativity	Never	<input type="checkbox"/>	Rarely	<input type="checkbox"/>	Regularly	<input type="checkbox"/>	Usually	<input type="checkbox"/>	Always	<input type="checkbox"/>
Games	Never	<input type="checkbox"/>	Rarely	<input type="checkbox"/>	Regularly	<input type="checkbox"/>	Usually	<input type="checkbox"/>	Always	<input type="checkbox"/>
Prayer, worship and reflection	Never	<input type="checkbox"/>	Rarely	<input type="checkbox"/>	Regularly	<input type="checkbox"/>	Usually	<input type="checkbox"/>	Always	<input type="checkbox"/>
Service	Never	<input type="checkbox"/>	Rarely	<input type="checkbox"/>	Regularly	<input type="checkbox"/>	Usually	<input type="checkbox"/>	Always	<input type="checkbox"/>
Team-building activities	Never	<input type="checkbox"/>	Rarely	<input type="checkbox"/>	Regularly	<input type="checkbox"/>	Usually	<input type="checkbox"/>	Always	<input type="checkbox"/>
Technology and new skills	Never	<input type="checkbox"/>	Rarely	<input type="checkbox"/>	Regularly	<input type="checkbox"/>	Usually	<input type="checkbox"/>	Always	<input type="checkbox"/>
Themes	Never	<input type="checkbox"/>	Rarely	<input type="checkbox"/>	Regularly	<input type="checkbox"/>	Usually	<input type="checkbox"/>	Always	<input type="checkbox"/>

Comments

Hints and Tips

- Some methods you will naturally use more than others, i.e. play games. It may be completely appropriate to use some methods in every Section meeting. However, you should aim to use a range of methods over a given period of Programme.
- If you identify methods/zones that you feel you under-use, [Programmes Online](#) can help you plan programmes using specific methods and zones.

Awards

How many Challenges and Chief Scout's Gold Awards have been awarded in the review period?

Outdoor		Global		Creative		Adventure		Expedition	
Fitness		Community		Promise		Outdoor Plus		CSGA	

Hints and Tips

- Use the Challenges in your planning to ensure you are running a Balanced Programme. You should aim to deliver Challenges at a rate that allows each young person to complete enough challenges to gain the Chief Scout's Award during their time in the Section.
- International experiences do not have to involve travelling abroad. Opportunities for international Scouting can involve the internet, hosting Scouts from overseas, attending international camps in the UK etc.

Our Programme-check Plan		
What are we going to do?	Who is doing it?	Date to complete it
1		
2		
3		

Section 3: Opportunity

How successful has our programme been at providing Scouts with the following opportunities.

Opportunities for all young people to have a say on the life of the Section and the Programme through the Troop forum	Excellent	<input type="checkbox"/>	Good	<input type="checkbox"/>	OK	<input type="checkbox"/>	Few	<input type="checkbox"/>	None	<input type="checkbox"/>
Opportunity for older Scouts to meet with the adult Leaders in the Troop Leadership Forum	Excellent	<input type="checkbox"/>	Good	<input type="checkbox"/>	OK	<input type="checkbox"/>	Few	<input type="checkbox"/>	None	<input type="checkbox"/>
Opportunity for all Scouts to have residential experiences	Excellent	<input type="checkbox"/>	Good	<input type="checkbox"/>	OK	<input type="checkbox"/>	Few	<input type="checkbox"/>	None	<input type="checkbox"/>
Opportunity for all Scouts to have an international experience	Excellent	<input type="checkbox"/>	Good	<input type="checkbox"/>	OK	<input type="checkbox"/>	Few	<input type="checkbox"/>	None	<input type="checkbox"/>
Opportunities for activities in the great outdoors	Excellent	<input type="checkbox"/>	Good	<input type="checkbox"/>	OK	<input type="checkbox"/>	Few	<input type="checkbox"/>	None	<input type="checkbox"/>
Opportunities for Scouts to gain at least two Challenge Awards during the Review period	Excellent	<input type="checkbox"/>	Good	<input type="checkbox"/>	OK	<input type="checkbox"/>	Few	<input type="checkbox"/>	None	<input type="checkbox"/>
For a range of Challenge Badges to be covered?	Excellent	<input type="checkbox"/>	Good	<input type="checkbox"/>	OK	<input type="checkbox"/>	Few	<input type="checkbox"/>	None	<input type="checkbox"/>
Opportunities for Scouts to explore and understand their Promise and Law	Excellent	<input type="checkbox"/>	Good	<input type="checkbox"/>	OK	<input type="checkbox"/>	Few	<input type="checkbox"/>	None	<input type="checkbox"/>
Opportunities for Scouts to gain further Activity Badges	Excellent	<input type="checkbox"/>	Good	<input type="checkbox"/>	OK	<input type="checkbox"/>	Few	<input type="checkbox"/>	None	<input type="checkbox"/>

Comments

Our Opportunities Plan		
What are we going to do?	Who is doing it?	Date to complete it
1		
2		
3		
4		
5		