

## MINIMUM STANDARDS (Guidelines)

The annual **Star Award Assessment** is used to recognise Packs who are meeting the Aims of the Association. They are an essential tool for Pack Scouters, Scout Group Leaders, Region and National to identify areas of weakness so that support can be given and appropriate corrective action taken.

The Star Award assessment period runs from 1 January to 31 December each year.

### AVERAGE NUMBER OF CUBS IN THE PACK:

There should be no less than 6 Cubs in the Pack.

### ADULTS IN THE PACK:

All appointed Adult Leaders must be suitably trained and appropriately warranted. Additional assistance, as required, to maintain the ratio of one adult, not necessarily uniformed, to six Cubs.

### ALL OTHER SECTIONS

When assessing the following sections it is important to grade the markings according to:

- Presentation
- Accuracy
- Accessibility

### PROGRAMME PLANNING AND QUALITY:

- a) Detailed long term '**Year-at-a-Glance**' plan to include: National (if applicable), Regional, District, Group and Pack events; training courses.
- b) Detailed short term '**quarterly**' or school term plan to include: dates; events; themes; Cubs movements (birthdays, going-up, etc.); responsible Scouter.
- c) Details of **weekly programmes**:
- d) Weekly programme quality in respect of:
  - Content – theme, linking sentences, details of all games, activities, handcraft, etc.
  - Variety – is there a variety of different ingredients being used each week (the seven ingredients are: games, playacting, yarns, singing, activities, handcraft, advancement/interest badges)?
  - Discipline
  - Slickness and timing – does the pack meeting start and finish on time; timing of each activity, etc.
  - Full use of helpers – does everyone take an active role in the programme each week.

- e) **Pack ceremonies** carried out according to ***Cub and Scout Ceremonies***.
- f) Uniform and smartness: All uniformed members wearing the uniform according to ***Organisation Rules***.

#### ADVANCEMENT BADGE PROGRESS:

Each Cub needs to have completed at least two Challenge Badges (Silver or Gold Wolf Awareness, Community, Outdoor and Aptitude) during the period under review. Cubs that have joined the Pack within the last six months are to be included in the Advancement section as they would have earned the Membership badge. If they have been invested for longer than six months, they should have earned a Challenge Badge as well. These two together should be included in the advancement section.

#### INTEREST BADGE PROGRESS:

One of the requirements for the Challenge badges is to earn one interest badge per challenge; therefore each Cub should earn at least two interest badges during the period under review.

#### ATTENDANCE:

Attendance is one way to evaluate the success, or failings of a Pack. Clear, accurate attendance figures should be kept.

#### MAINTENANCE OF EQUIPMENT AND DEN:

- a) **Pack programme equipment well maintained and functional** – it is the responsibility of every Adult Leader to ensure that the Cubs in our care are not exposed to undue risk at all times.
- b) **Up-to-date First Aid kit** – accidents do happen and it's best to be prepared! Always keep a properly stocked and up-to-date First Aid kit close by when running your pack programmes and on outings.

#### PACK RECORDS:

- a) **Attendance Register** - should be clear, accurate and up-to-date. Can be an electronic copy but **MUST** be available at all times.
- b) **Personal Records** – detailed up-to-date record of each Cub, including name, address, contact telephone number, date of birth and progress should be kept. These may be on the official cards or in a file/book or an electronic copy. These records **MUST** be available at all times during pack meetings and on outings.
- c) **Progress chart** – this could be either the type available at Scout Shops or a homemade one. It must be where the CUBS and PARENTS can see and read it. It **MUST** always be up-to-date.

#### OUTDOOR ACTIVITIES AWAY FROM REGULAR MEETING PLACE:

**Outings** – outings should be encouraged, particularly pack outings. The duration of the outing must be three (or more) hours. These outings should be well prepared and run

**over and above** the normal pack meetings. All permits and consent forms need to be available at all times.

**Camping** – knowledge of the rules governing Cub Camping is necessary. Each Cub camp or Pack holiday to be under the supervision of a **CUB CAMPING LICENSE HOLDER** plus **ONE WARRANTED SCOUTER**. Every effort should be made to keep the ratio of one adult to every six Cubs.

#### GOOD TURN PROJECT:

This should be encouraged at all times. The Pack should have a least one good turn project a year. The Cubs should be encouraged to do good turns all the time. Please note that to claim the points for the good turn project it must be over and above the outings, group activities or National Challenge already entered.

#### GROUP ACTIVITY (CUBS/SCOUTS/PARENTS):

The inclusion of joint group activities should be encouraged to show parents what Scouting is all about and how they can assist their Cubs to achieve. Please note a going-up ceremony is not a joint group activity.

#### COMMUNICATION:

- a) **Contact** – it is important that contact be made with parents of all new Cubs, preferably before they get invested. The family background will assist you in understanding the new Cub as well as making you aware of any challenges the Cub may have.
- b) **National Challenge** – participation in the National Challenge may only be claimed if an entry form was completed and submitted to your RTC – Cub Programme.
- c) **Sixer Council Meetings** – these very important meetings should be held at least once per quarter.
- d) **Pack Scouters Council** – all Pack Scouters and Assistants, Pack Helpers and, on occasion, Cub Instructors should regularly attend Pack Scouters Councils (at least one per quarter). Running a Pack is a team effort, and ALL adults should be part of the planning and writing of the weekly programmes and the planning of events.
- e) **Regular interaction between the Pack and the Troop** – working effectively as a team is vital for the well-being of the Group. Planning events together, such as camps, going-up ceremonies, etc., ensures that the event runs smoothly and is enjoyed by all.
- f) **Regular interaction between the Pack and the District** – is necessary for the organisation of District events such as B-P Sundays, cook-outs, galas, etc.

#### ASSESSMENTS:

The assessment should be done in a friendly manner. The object of the assessment is to assist the Pack Scouter in understanding what is required to run an effective Pack and to establish if the Pack Scouter is on the 'right track'.

Visits to individual Packs are undertaken as a normal part of the Support Team's function. At the earliest of these visits in the New Year, it is recommended that the Star Pack Assessment form be discussed as a guideline to running an effective Pack. Any

problems or difficulties could then be resolved and the Pack Scouter set on the right track to a good final assessment.

**SUGGESTION FOR FINAL ASSESSMENT:**

The Regional Team Co-Ordinator (RTC) – Cub Programme could interchange Evaluators between different districts. This would probably make the assessment easier for both the Pack Scouter and Evaluator.

**DEADLINE DATES:**

All completed assessment forms are to reach your RTC Cub Programme by no later than Saturday **7<sup>th</sup> December 2019**.

A summary of the assessment forms is to reach the National Chair – Cub Programme by Saturday **21<sup>st</sup> December 2019**.

AWARDS are made as follows:

**GOLD STAR CERTIFICATE:**

Grand total of 80% with a minimum of 50% in EVERY section and answer 'yes' to all of the following questions:

1. Have you had an average of 15 or more Cubs over a 12 month period?
2. Do you currently have two warranted Pack Scouters?
3. Has the Pack camped or gone on a Pack outing each term during the period under review?
4. Do you include the 7 ingredients of a Pack programme in your weekly meetings?
5. Have your numbers increased during this year compared to last year?

**SILVER STAR CERTIFICATE:**

Grand total of 70 (i.e. 70-79%)

**BRONZE STAR CERTIFICATE:**

Grand total of 60 (i.e. 60-69%)

**PARTICIPATION CERTIFICATE:**

Grand total is less than 60%