

# Updates to the Adult Training Core Documents – FAQs

The Adult Training Core Documents are updated on an annual basis and have previously included the following resources:

- The Adult Training Scheme
- Module Matrix
- Adult's Personal File
- Adult's Personal Files for Section Leaders
- Training Advisers Guide

This document has been created to help explain what has changed in the latest update of these documents and why these changes have been made.

## What has been changed and why have these changes been made?

Key Changes	Why has this change been made?
Mentoring and Coaching (39) module added.	This is a new Module which was created as part of the Future Leaders Project. It is intended as a supplementary resource for all Managers in Scouting.
Working with Adults (09) and Skills of Leadership (08) modules have been updated.	Modules 8 and 9 were updated to ensure the content is relevant to leaders and in line with modern thinking on leadership.
The Internal Moderation (35) module has been removed from all documents.	The module did not actually exist as an internal training course. There might be the need for some adults to take on the role of Internal Moderators on the Gateway qualification in the future if the partnership is renewed. This will be reviewed at a later stage in the year and a course created if necessary.
The 'Additional Needs (36)' module is not currently available. A holding message has been added to the Module Matrix directing interested adults to the SAID team for guidance on how to cater to young people with Additional needs.	The module will need extensive review by a group of subject matter experts to ensure it contains relevant and current information.
The terms 'Chairman' and 'Vice Chairman' have been replaced by 'Chair' and 'Deputy Chair' in all documents (where present).	This to align with the official role titles, and to bring TSA in line with Charity Commission guidelines.
The roles of District and County Scouter and Assistant Appointments Secretary have been included in the Training Core Documents.	These roles have been included in the Core Documents as they are roles within POR.
A holding message regarding ITOL membership has been added to all core documents.	At the present time, The Scout Association is not a member of ITOL. We are in the process of agreeing a new membership deal. Until then, new applications cannot be processed.
The order in which roles are listed in tables (i.e. for modules to be	This to mirror the actual structure of The Scout Association.

completed by each role) has been changed to start at Group level and then move through District, County, Region, Scottish roles at the end.	
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## When will the new versions of the Core Documents be made available?

The new versions will be available from 9<sup>th</sup> February 2018.

## How can I access the Adult Training Core Documents?

The following table shows how each document can be accessed:

Document	Where can this document be accessed:
The Adult Training Scheme	<ul style="list-style-type: none"> <li>■ Online at <a href="http://scouts.org.uk/training">scouts.org.uk/training</a></li> <li>■ To order from Scout Shops (colour)</li> </ul>
The Module Matrix	<ul style="list-style-type: none"> <li>■ Online at <a href="http://scouts.org.uk/training">scouts.org.uk/training</a></li> <li>■ To order from Scout Shops (colour)</li> </ul>
Adult's Personal Files for Section Leaders	<ul style="list-style-type: none"> <li>■ Online at <a href="http://scouts.org.uk/training">scouts.org.uk/training</a></li> <li>■ To order from Scout Shops (colour)</li> </ul>
Adult's Personal File for Managers and Supporters	<ul style="list-style-type: none"> <li>■ Online at <a href="http://scouts.org.uk/training">scouts.org.uk/training</a></li> <li>■ To order from Scout Shops (colour)</li> </ul>
Adult's Personal File for Non-Wood Badge Roles	<ul style="list-style-type: none"> <li>■ Online at <a href="http://scouts.org.uk/training">scouts.org.uk/training</a></li> <li>■ To order from Scout Shops (black and white)</li> </ul>
Adult's Personal File Supplementary Module Pages (all modules)	<ul style="list-style-type: none"> <li>■ Online at <a href="http://scouts.org.uk/training">scouts.org.uk/training</a></li> </ul>
Adult's Personal File Supplementary Module Pages (individual module pages)	<ul style="list-style-type: none"> <li>■ Online at <a href="http://scouts.org.uk/training">scouts.org.uk/training</a></li> </ul>
Training Adviser's Guide	<ul style="list-style-type: none"> <li>■ Online at <a href="http://scouts.org.uk/training">scouts.org.uk/training</a></li> <li>■ To order from Scout Shops (colour)</li> </ul>
Training Adviser's Guide: Training Adviser's for Managers and Supporters	<ul style="list-style-type: none"> <li>■ Online at <a href="http://scouts.org.uk/training">scouts.org.uk/training</a></li> <li>■ To order from Scout Shops (colour)</li> </ul>

## What happens if I need to complete a Supplementary Module that isn't in my Adult's Personal File?

The Supplementary Module Pages will be useful for members who choose to undertake any of the supplementary modules. These can be printed and inserted into any of the Adult's Personal Files or referred to online. The Supplementary Module pages for the Adult's Personal File can be accessed in one document with all the Supplementary Modules or the individual module pages are also available.