



# Our bravest and best.

## National Scout Awards.

[scouts.org.uk/awards](https://scouts.org.uk/awards)  
#SkillsForLife



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## Abbreviations in use in this document:

BEM	=	British Empire Medal
CBE	=	Commander of the Order of the British Empire
MBE	=	Member of the Order of the British Empire
NAAG	=	National Awards Advisory Group
OBE	=	Officer of the Order of the British Empire
POR	=	Policy, Organisation and Rules
QAVS	=	The Queen's Award for Voluntary Service
UKHQ	=	The National Headquarters of the Scouts

# Our awards: helping you to say thank you

Dear friends,

It's so important that we thank and recognise our fellow Scouts for their incredible service. These are the shining lights who make Scouts possible.

Most of us in Scouts look for, and expect, no reward. But a timely word of thanks is always appreciated and can work wonders.

That's why I'd like you to think about putting people forward for our award scheme. Our Service Awards are an opportunity to make that occasional 'thank you' even more special. They're for those special volunteers who, over time, you find yourself thanking more frequently.

We know that you're busy people, which is why we want to make the nomination process as simple as possible. You will find all the information you need in this booklet. Our brilliant National Awards Advisory Group is supporting us with this; they're the team who makes sure the system works – and it's these experts who've put this guide together.

I also love the fact we celebrate those young people and adults who show courage in adversity and quick thinking in the face of danger. In this pack, you'll also find out how to nominate people for Gallantry and Meritorious Conduct, including the Cornwell Scout Badge.

While we can't recognise everyone every year – it's vital we recognise those who have truly shone. So have a careful think about those most deserving and don't delay with your nomination. An award can mean the world to these outstanding people and their families.

Thank you,



Chief Scout



# Introduction

The Chief Scout is delighted to make awards to the many deserving adults and young people, who have shown themselves to be exceptional. The NAAG, who advise the Chief Scout, seek to maintain a national and where relevant, international, levels of requirement for each award, so maintaining the success and respect in which the Awards are held. The NAAG would appreciate nominations being put forward in timely and proper manner from Counties/Areas/Regions/Islands and Districts with fully completed and convincing citations. The NAAG is comprised of adult volunteers within Scouting, including two volunteers under the age of 25.

The NAAG and Awards Team at UKHQ, also seek to support Commissioners and Local Award Advisory Groups, where they exist, in the process of nominating and citation writing. The range of awards available seek to provide formal recognition of both good and exceptional adult service, recognition of special acts of bravery, quick thinking in the face of danger, courage and endurance for all young people and adults involved in the Movement.

Posthumous Awards are not normally given, except: where an award has already been approved by the Chief Scout or in the case of awards for gallantry, where the individual concerned dies as a result of the incident.

These guidelines provide a quick guide to the Awards of the Scouts, however, further information can be found at <http://members.scouts.org.uk/awards> or by contacting the [Awards Team](#) at UKHQ. The NAAG also offer support through visits to counties and events as well as telephone support where required.

Awards and Recognition of Service – POR, Chapter 11, Rules 11.1 to 11.11.

# Getting started

Whatever award is being considered, it is our way of saying thank you for something exceptional. It is important to recognise this in the nomination and below are some tips.

## T

- **Think** about our fellow volunteers, the people who are always doing even more than is expected of them.
- **Their** conduct may have been outstanding and worthy of recognition, been meritorious or even gallant.

## H

- **How** long have they been doing it for and do they already have an award?
- **Have** a conversation with the District or other relevant commissioner to see how the individual might be recognised appropriately.

## A

- **Are** they up to date with their training, relevant to their current role(s), in accordance with the training time frames?
- **Are** they compliant with their DBS requirements?

## N

- **Note** down all the brilliant things that person does for Scouting and add time frames as this is really helpful.
- **Note** down examples of being a role model despite personal adversity, acts of bravery and collect evidence from others where ever possible.

## K

- **Knowing** them helps. Ask others for their input and build up a good factual picture of why they should be considered for an award. This may form the citation, where one is required. Make the citation accurate, concise, but enough detail to tell the amazing story.
- **Keep** the nomination secret, individuals should not be aware of considerations or submissions and they should not be made by relatives.

## S

- **Submit** your nomination to your local commissioner (DC or above) or a Local Awards Advisory Group (if you have one) to submit the decision online or pass to the Awards Team at UKHQ for a decision where appropriate.
- **Success!** Then send congratulations and arrange suitable award presentation events, which may include some publicity etc.

Over the next few pages we will look at the awards and when they might be appropriate and how to progress a nomination.

# Length of Service and local awards

## Chief Scout's Length of Service Awards

The Chief Scout regularly thanks adult volunteers for their length of service. The young people in Scouting would not have the fun and adventure without them and it is important to recognise the most valuable contribution that all volunteers give, whatever their role. Length of Service is recognised automatically at UKHQ and Districts are sent certificates, and either a cloth emblem or brooches with a white knot and corresponding green number ready for presentation. It is important that a suitable presentation is made and that it is given with some gravitas and gratitude on behalf of the Chief Scout.

All roles in [Table 2 Appointments of POR](#) with a minimum membership category of 'Member' or 'Associate Member' are eligible for Length of Service Awards. All roles that are eligible count towards the length of service. This does not cover service held in a youth role including Scout Network however, if an eligible role was held alongside these roles, this service would count.



Service whilst holding adult appointments within the Scouts is recognised by the length of service awards at 5, 10, 15, 20, 25, 30, 40, 50, 60 and 70 year intervals based on the start dates for roles in Compass. Service need not be continuous.

## Thanks Badge

A Thanks Badge may be a suitable local thank you for a short-term valuable piece of work or a longer-term commitment. They can be purchased via [Scout Store](#) and is usually presented by Groups/Districts, as a sign of gratitude and appreciation at a suitable ceremony. The Thanks Badge is usually awarded to adults from both within and outside of Scouting, but could, should the occasion warrant it, be awarded to a young person.



The Thanks Badge is intended for presentation to those individuals whose practical support or service to Scouting, usually over a number of years, is considered worthy of special recognition.

## Commissioner's Commendation

The Commissioner's Commendation is a local award to recognise both adults and young people including non-members. The method of presentation is determined locally, although as a commissioner's award, it is anticipated that the relevant commissioner or a deputy make the presentation of the cloth emblem or brooch. The commissioner decides the reason for the award and then cloth badges, brooches and certificates can be purchased via [Scout Store](#).



The Commissioner's Commendation is a local award that can be used by any commissioners to recognise adult and youth members and non-members for their contribution to the Scouts. This award carries no set criteria and is illustrated by a purple knot. This award is worn in the same location on the uniform as other adult awards.

For adult members, once a Commissioner's Commendation has been awarded, the details of the award should be submitted to UKHQ using the [online form](#) so the members Compass record can be updated. Awards will be uploaded to Compass once a quarter.

# Good Service awards

The following four awards should all be applied for and approved using the [Nomination Form for the Chief Scout's Commendation for Good Service & the Award for Merit \(Editable PDF\)](#) or the [Nomination Form for the Bar to the Award for Merit & the Silver Acorn \(Editable PDF\)](#). If awarded, the decision should be submitted to UKHQ using the [online form](#).

These awards are typically for members and associate members who have completed relevant training for their roles, within required time frames and who have consistently given service over and above that which is expected within their role. The appropriateness of the award for the Chief Scout's Commendation for Good Service, the Award for Merit, the Bar to the Award for Merit and the Silver Acorn are determined locally (monitored by the NAAG) in line with the requirements indicated below for each. Where the person nominating is unsure as to the level of an award, it is appropriate to submit a citation for consideration and recommendation by the Local Awards Advisory Group.

## The Chief Scout's Commendation for Good Service



The Chief Scout's Commendation for Good Service is given in respect of not less than 5 years good service, which stands out. It should be regarded as the Chief Scout's recognition of the very real contribution made to the Association by the individual concerned.

## The Award for Merit



The Award for Merit is given for outstanding service. It implies keen, conscientious, imaginative and dedicated service over a sustained period, of at least 12 years duration (exceptionally 10).

## The Bar to the Award for Merit



The Bar to the Award for Merit may be awarded after at least five years of further outstanding service after receiving the Award for Merit.

## The Silver Acorn



The Silver Acorn is awarded after at least 20 years' service, which should be specially distinguished and appreciably better than outstanding.

The following two awards should all be applied for using the [Nomination Form for the Bar to the Silver Acorn & the Silver Wolf \(Editable PDF\)](#) which once endorsed locally, should then be emailed to the [Awards Team](#) at UKHQ.

These awards will all be considered by the NAAG, in line with the duration of service that has been over and above that expected and in the period since any previous awards. Again, these awards are for adult members and associate members who have completed relevant training etc.

All of these awards require a citation, which should clearly explain the actions that have been considerably more than expected of that person's role, since any previous award. Noting that for the Silver Wolf a brief summary of exceptional service over the duration of the Scouting involvement should be included.

The Bar to the Silver Acorn and the Silver Wolf are considered for award on a quarterly basis. In exceptional circumstances, a nomination to the Chair of the NAAG can be considered out of the normal sequence with sufficient cause.

The NAAG will consider the whole citation and make a recommendation that is in line with the wider perspective. It is helpful, although not essential, for the nominee to indicate the level of award anticipated, when known. The NAAG may seek further information and or make a recommendation different to that desired, but is happy to discuss with those making a nomination to achieve an agreeable conclusion, in line with the national perspective.

## The Bar to the Silver Acorn



The Bar to the Silver Acorn may be awarded only after a Silver Acorn and for at least a further five years of similarly distinguished service.

## The Silver Wolf



The Silver Wolf is the unrestricted gift of the Chief Scout and is only awarded for service of a most exceptional nature. It is not normally awarded until at least a Silver Acorn has been previously gained and a further prolonged period of exceptional service has been achieved. In practice, it is seldom awarded for less than 30 years' service although, because it is the Chief Scout's unrestricted gift, no length of service is prescribed.

# Meritorious Conduct and Gallantry awards

The following awards should all be applied for using the [Nomination Form for Meritorious Conduct, Gallantry, Cornwell Scout Badge & Chief Scouts Personal Award \(Editable PDF\)](#) which once endorsed locally, should then be emailed to the [Awards Team](#) at UKHQ. They will all be considered by the NAAG in line with the wider national perspective.

## The Chief Scout's Personal Award



Awarded by the Chief Scout, in consultation with the NAAG, to recognise achievement not covered by the criteria for any other awards. The Award is available to all persons in Scouting, irrespective of whether they are a youth or adult member or what position they hold. It may be accompanied, where appropriate, with a suitable commemorative item.

## Meritorious Conduct awards

These awards are for individual youth and adult members, skills instructors, occasional helpers, administrators and associate members who have conducted themselves in Scouting with great merit, either under personal duress over a period of time or undertaken actions that are particularly worthy of note.

The Cornwell Scout Badge is only available to a young person, under the age of 25, who has shown themselves to be exemplary role models within Scouting despite the difficulties they have endured.

In all nominations, the citation should be timely, reflect the facts as they are known and seek to provide evidence from as many sources as possible, to aid the decision making process for the NAAG.

### The Chief Scout's Commendation for Meritorious Conduct



This award for meritorious conduct can be made to any Member, Associate Member, Occasional Helper, Skills Instructor, Administrator, Adviser or Honorary Scouter either for acts of bravery in which there has been no risk of life, or for courage and devotion to duty under suffering. It is awarded for meritorious conduct of a high standard.

The medal is a green ribbon with a blue vertical stripe and emblems or brooches correspond to this.

### The Medal for Meritorious Conduct



The Medal of Meritorious Conduct can be awarded to any Member, Associate Member, Occasional Helper, Skills Instructor, Administrator, Adviser or Honorary Scouter either for acts of bravery in which there has been no risk of life, or for courage and devotion to duty under suffering. It is awarded for meritorious conduct of an exceptionally high standard.

The medal is a green ribbon with a red vertical stripe and emblems or brooches correspond to this.

## The Cornwell Scout Badge



This rare award is made to young people in respect of great heroism or pre-eminently high character and devotion to duty coupled with great courage and endurance. Awarded in memory of Scout, John 'Jack' Travers Cornwell, who served in the Royal Navy and did not leave his post, aboard HMS Chester; even when grievously wounded.

The Cornwell Scout Badge has an associated grant for awardees, please read the information forwarded from the Awards Team in the instance of the award of a Cornwell Scout Badge.

Please consider the following points when making a nomination for these awards. In relation to acts of merit;

- What makes the actions stand out from any other?
- How does the action relate to the age of the persons involved and or the use of Scouting skills?
- Has the individual had any ongoing effects or taken further actions, e.g. fundraising?
- Is the nomination timely (i.e. within a 12 month timeline)?
- Where has the information been gathered from, ensuring any persons involvement unbiased view?

In medical cases;

- When did any difficulties arise, or did they precede any involvement in Scouting?
- If all Scouting members had the same difficulty, would the nominee still merit special recognition?
- What is the prognosis, if known?
- What is the perceived suffering or determination and how this has affected an individual's participation in Scouting?
- Is the nomination timely and have appropriate thanks/recognition of efforts or congratulatory letters been sent?
- Ensure that suitable arrangements are made regarding presentation and promotion in the event of such acts and awards.

## Gallantry awards

Gallantry awards are considered where an individual has put their own life at risk, whilst undertaking a meritorious act. The Cornwell Scout Badge may also be considered in light of gallant acts where great heroism or pre-eminently high character and devotion to duty coupled with great courage and endurance.

These awards are for individual youth and adult members, skills instructors, occasional helpers, administrators and associate members who have conducted themselves with great merit, in the face of personal danger.

Where more than one person is involved in a situation, individual nominations should be made, indicating the specific involvement of individuals, which will each be considered on their own merit.

### The Gilt Cross



This award is made to any Member, Associate Member, Occasional Helper, Skills Instructor, Administrator, Adviser or Honorary Scouter, for acts of bravery in the face of danger where life has been at moderate risk.

The medal is a blue and red vertically patterned ribbon and emblems or brooches correspond to this.

### The Silver Cross



This award is made to any Member, Associate Member, Occasional Helper, Skills Instructor, Administrator, Adviser or Honorary Scouter, for acts of bravery in the face of danger where life has been at considerable risk.

The medal is a blue ribbon and emblems or brooches correspond to this.

### The Bronze Cross



This award is made to any Member, Associate Member, Occasional Helper, Skills Instructor, Administrator, Adviser or Honorary Scouter, for acts of bravery in the face of danger where life has been at extraordinary risk.

The medal is a red ribbon and emblems or brooches correspond to this.

Please consider the following points when making a nomination for Gallantry awards;

- Nature of incident
- Place, date and time of incident
- Account of incident
- Any eye-witness reports e.g. an independent eyewitness, emergency services or any other rescue services
- Any newspaper articles about the incident
- Has the County Commissioner sent a congratulatory letter?
- Have any other awards been received with regards to this incident?

# National Honours and other awards

The current Scout Good Service awards recognise the outstanding and significant contributions made by our adults within Scouting.

National Honours applications will be subject to evidence of a nominee's Scouting commitment and contribution having a wider and additional impact on the community. This could be by way of their Scouting delivery or as additional activities over and above their Scouting activity.

If you thinking about submitting a nomination and want to discuss any application prior to commencing the process the NHSG would be happy to engage with you at this point.

Across the UK, Lord Lieutenants will seek and be supportive of applications for National Honours locally. Deputy Lieutenants will also be helpful in supporting nominations. To find their contact details, search for your regional Lord Lieutenant in an internet search engine. Alternatively you can request support from the NHSG to find these details by emailing the Awards Team ([awards@scouts.org.uk](mailto:awards@scouts.org.uk)).

It is recommended that County/Area/Regional Commissioners and Chairs invest in forming a relationship with their Lord Lieutenant, as they play a significant role in the operation of the National Honours system. Where a number of Counties cover a shared lieutenancy, the respective CCs and County Chairs should work together to devise an appropriate communication process which allows for effective liaison with the Lord Lieutenant.

## British Empire Medal (BEM)

Awarded for a 'hands-on' service to the local community. This could be a long-term charitable or voluntary activity, or innovative work of a relatively short duration (3 to 4 years) that has made a significant difference

Nominations for the BEM should be considered by local Scouting for any individual who has made a contribution to their local community by way of or in addition to their Scouting contribution. Members of the NAAG can also assist with supporting such nominations as they are being constructed.

## The Queen's Award for Voluntary Service (QAVS)

The highest award given to volunteer groups across the UK. Any group of two or more people doing volunteering work can be nominated for the award. The majority of the group must be volunteers, and more than half the volunteers must have the right to live in the UK.

To be nominated they should do work that:

- Provides a service and meets a need for people living in the local community.
- Is supported, recognised and respected by the local community and the people who benefit from it.
- Is run locally.

Volunteer groups should have been running for 3 years or more to be nominated.

Scouting provides individuals and groups with numerous opportunities to enhance and improve their communities. Our programme encourages 'Community Impact' via our Skills for Life Strategy. Some of this work may also be considered for the QAVS.

Successful nominations are likely to set out what the Group is doing that makes it different from others, and

demonstrate the benefits the Group's work is bringing

### Other ways to recognise individuals or groups locally

In addition to the National Honours system, individuals and Groups within Scouting have been recognised in some other community and national awards that provide good recognition for good work and dedicated service.

There are some examples of the recognition available below:

<b>Groundwork Community Award:</b>	<a href="http://groundwork.org.uk/sites/communityawards">groundwork.org.uk/sites/communityawards</a>
<b>Dementia Friendly Awards:</b>	<a href="http://alzheimers.org.uk/-friendly-awards">alzheimers.org.uk/-friendly-awards</a>
<b>Pride of Britain Awards:</b>	<a href="http://prideofbritain.com">prideofbritain.com</a>
<b>Local Hero Awards (examples)</b>	<a href="http://kingdomfm.co.uk/life-in-fife/local-hero-awards-2019/">kingdomfm.co.uk/life-in-fife/local-hero-awards-2019/</a> <a href="http://spirefm.co.uk/features/local-hero-awards.php">spirefm.co.uk/features/local-hero-awards.php</a> <a href="http://yorwaste.co.uk/local-hero-awards">yorwaste.co.uk/local-hero-awards</a> <a href="http://unsungheroawards.com/event">unsungheroawards.com/event</a>

People do amazing work in Scouting and beyond, it is a wonderful way to support and reward them for the outstanding work by a nomination for a National Honour, however it is recommended that when contemplating the submission of a citation for a National Honour via the 'Scouting route', a preliminary discussion is had with the NAAG via the [Awards Team](#) at UKHQ.



**Commander of the Order of the British Empire (CBE)**



**Officer of the Order of the British Empire (OBE)**



**Member of the Order of the British Empire (MBE)**



**British Empire Medal (BEM)**



**The Queen's Award for Voluntary Service (QAVS)**