

## Ongoing Safety Training e-learning audio components

### Script

#### Get the facts: safety first

##### 1. Role selector: Manager

Lucia has been a Group Scout Leader in Scouting for five years.

'I'm one of the more experienced members of the team, so when it comes to safety I've always felt pretty confident that I know my stuff. Recently though, I found out just how important reminding yourself of your responsibilities really is.

I was carrying out an informal review of one of my section leaders after he had been in the role for a year. When talking about what he enjoyed most about the role, he mentioned that he loved taking his young people to the local indoor climbing wall. I wasn't even aware that he was doing this! It turned out my District Commissioner didn't know about this either.

I had wrongly assumed that he would be aware of the need to get activities approved. It wasn't his fault that he didn't – new leaders have a lot to get their heads around. Now though, I make sure that I discuss safety at all of our leaders' meetings, and remind them of the [Safety Checklist for Leaders](#). I also check the [Safety Checklist for Managers](#) on a regular basis – just to double check that I am fulfilling my own responsibilities!

##### 2. Role selector: Leader/ any other role

Emmanuel has been a section leader in Scouting for four years.

'I really enjoy my role as a section leader. Organising outdoor activities so that the young people get a chance to do something different that they wouldn't normally do is my favourite part of the role. Recently though, I found out it is just as important to pay close attention to the safety of an activity as it is to make sure the activity happens in the first place.

Last month, my leadership team and I organised a short hike for our section. About a quarter of the way into the hike, we realised that we were missing one of the young people! I tried to stay calm, but inside I was really panicking. Luckily, after a minute or so, we saw her running towards us from around the corner. It turns out we had accidentally left her in the toilets after stopping for a bathroom break.

Looking back I can see just how important appointing a leader in charge is. All of the adults had assumed that a headcount had taken place before we left the toilets. Had there been someone who was responsible for allocating roles and coordinating the responsibilities of all

of the adults, we could have avoided this situation. It's a simple point, but now I make sure that I regularly use my [Safety Checklist](#) as a reminder at the start of activities.'

### 3. Role selector: Executive Committee Member

Henry has been an Executive Committee member in Scouting for 12 years.

"I've been in this role for many years now and know just how crucial it is to be aware of your responsibilities. When you've been doing a role for a long time, it's easy to fall into bad habits. Every now and then though, something happens that makes you think twice and consider whether you are in fact fulfilling all your responsibilities.

At our last meeting, we had a report from one of the section leaders who had just come back from camp. She highlighted that the hose on one of the gas stoves had leaked whilst they were there. One of the Executive Committee members agreed to go away and check all the stoves. She emailed the committee a week later to say that some of the gas hoses were over 10 years old and were looking a bit worse for wear!

A number of members have replied to this email saying that we really do need to make sure that the Group's equipment is checked regularly. After all, it's our responsibility to ensure that all Group-owned equipment is safe to use so that young people can enjoy Scouting in a safe way. I know our Chairman has ordered us all a copy of the [Safety Checklist for Executive Committee Members](#) and will be giving this out at our next meeting to remind us of our responsibilities."

#### See it in action: accident reporting

Knowing how to report incidents is crucial to ensuring the safety of everyone involved in Scouting. Find out about Liam, a section leader, and his experiences with this.

'I've been lucky enough not to face a serious incident in my time as a section leader, but of course things can't always go as planned. When an accident takes place, I need to know what to do. After all, if the accident isn't dealt with properly the first time, how can we make sure that it doesn't happen again?

I know that if there's an accident that needs medical treatment or the emergency services have been called, I need to report it to the Scout Information Centre. I always make sure that one of the adults has a copy of the [Purple Card](#) with them too.

But it's also important to report near misses. These are accidents or unplanned events, which didn't result in a reportable injury or damage, but had the potential to do so. By doing this we can spot trends and act early to make sure these incidents don't happen again with more serious consequences. To report these kinds of incidents you'll need to fill out the near miss form at [scouts.org.uk/nearmiss](https://scouts.org.uk/nearmiss).

And even though you don't have to report every accident to the Scout Information Centre, it's important to record details of all accidents in local accident books, and to make sure that the relevant people are informed about it. That way, they too can spot any trends and act to address any potential safety issues.'