

# **Section Support: Week to Week Plans**

*(P&VS Edited June 2025)*

# Goal

After 17–20 weeks of support, Section Scouters will gain the confidence to deliver youth-led programming in small teams, providing safe, fun, and engaging experiences during weekly meetings, camps, and other Scouting activities.

## Congratulations!

You've completed Scouting Essentials, and your Scouters are now ready to host their registered youth for a practice meeting. It's time for them to apply what they've learned and begin leading their Section!

## Section Support Coordinator – Next Steps

### 1. Initial Planning

Using the appropriate Weekly Meeting Template for **Colony** or **Pack**, ask the Section Scouters to select and plan for 4 upcoming weeks.

(See links below for 16 weeks of outdoor program suggestions based on section level.)

### 2. First Practice Meeting

Meet your Scouters at their regular meeting location and time. Ask them to bring their registered youth for the first practice meeting. Additional registered youth will join at the second meeting. Begin assigning meeting tasks starting with Meeting 1.

### 3. Learning by Doing

Our program is built on the principle of **Plan! Do! Review!** encouraging Scouters to model these skills for youth. Mistakes are part of the learning process, provided they happen safely.

## Important Reminders

- This framework is intended as a flexible guide. Your approach should meet Scouters where they are — just as we do with youth.
- Scouters come from diverse backgrounds. Some may arrive with prior knowledge and experience (e.g. teachers, previous Scouting experience, camping skills), while others may be brand new to Scouting.
- As a Section Support Coordinator, you are a trusted advisor—but you are not the only resource available to new volunteers.
- Collaborate with your **Scouting Relationship Manager** and **Group Commissioner** to identify additional support opportunities such as:
  - Linking with other Sections
  - Accessing Subject Matter Experts (knots, shelters, STEAM, outdoor skills, etc.)
- Work together to identify which meetings you may start to step back from as Scouters grow in confidence. The goal is for Scouters to lead weekly meetings independently by the end of the 17–20-week support period.

## Yearly Program Plan

- Over the course of 17–20 weeks, Scouters and youth will collaboratively build a one-year program plan.
- This plan should be shared with the **Group Commissioner** and **Scouting Relationship Manager** either upon completion or at the end of your support period.
- As part of the program development, introduce Scouters to our **Program Challenges**, with strong encouragement to include:

[Great 8 Challenge](#) (introduction to Outdoor Adventure Skills)

[Dragon Trail Quest Challenge](#).

Encourage Scouters to visit [scoutshop.ca](http://scoutshop.ca) to check for the availability of related challenge crests.

## Outdoor Meeting Week to Week Links & Example

[Colony - 16 Weeks of Planning](#)

[Pack - 16 Weeks of Planning](#)

[Troop - 16 Weeks of Planning](#)

[Great 8 Challenge](#) – 8 weeks of Program

[Dragon Trail Quest Challenge](#) – 4 weeks of Program

**Sample of Colony:**

OUTDOOR SCOUTING WEEK TO WEEK					
Meeting	OAS/ SDG/ Theme	PLAN Let's Connect!	DO Activities to Get You Started	REVIEW See You Next Time!	Canadian Path 101
Meeting 6	SDG #14—Life Below Water	Have a discussion question for the Beavers (and Scouters) to answer, like: "What do you think it would be like living under water?"	<ul style="list-style-type: none"> <li>• Water Filter</li> <li>• Oil Spill Experiment</li> <li>• Game (Youth Choice)</li> </ul>	Review what you did by asking the Colony a couple of short questions, like: "How can we make sure that our water is clean for every creature on our planet?"	Facilitated Programming—let's get on the Canadian Path!
Meeting 7	Scoutcraft	Have a discussion question for the Beavers (and Scouters) to answer, like: "What cool things have you done at camp?"	<ul style="list-style-type: none"> <li>• Safety around camp (discuss the buddy system, the importance of telling a Scouter where you are going, etc.).</li> <li>• How do you know that water is safe to drink?</li> <li>• Learn basic knot tying.</li> <li>• Game (Youth Choice).</li> </ul>	Review what you did by asking the Colony a couple of short questions, like: "How can we make sure that our water is clean for every creature on our planet?"	Facilitated Programming—let's get on the Canadian Path!
Meeting 8	Scoutcraft	Have White Tails lead a discussion (with Scouter Support), like: "What new knot have you learned for this week?"	<ul style="list-style-type: none"> <li>• Practice building shelters.</li> <li>• Hang a drying line.</li> <li>• Hang mess kits.</li> <li>• Build a campfire (collect wood).</li> <li>• Discuss the <b>Leave-no-Trace principles</b>.</li> <li>• Game (Youth Choice).</li> </ul>	Review what you did by assisting White Tails in asking Lodges a question, like: "What can we do to make sure that we leave no trace?"	Have the Lodge plan an activity for the whole Colony. You can pick one of the upcoming themes and plan a full meeting based on that!
Meeting 9	Winter Skills	Have a discussion question for the Beavers (and Scouters) to answer, like: "What other shelters can we build at home?"  Check out <a href="#">IKEA's fort plans</a> .	<ul style="list-style-type: none"> <li>• Follow-the-leader game (to teach the importance of staying on the trail). Use glow sticks to help the youth find the leader.</li> <li>• Night T-Rex games</li> </ul>	Review what you did by having White Tails ask Lodges a question, like: "Does anyone know why pirates have a patch on their eye?"—so they can see in the dark.	<p><b>Use Plan, Do, and Review</b>  <b>Plan</b> what materials are needed for your adventure. <b>Do</b> your adventure and then <b>Review</b> what you have done. How can you apply this concept to the meeting that your Lodge is planning?</p>



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## Common Basics for All Weekly Meetings

### Role of Section Support Coordinators

Section Support Coordinators are present to **coach, mentor, and empower** Section Scouters — serving as a *guide on the side*, not a *sage on the stage*. The goal is to help Scouters build confidence and independence through supportive, hands-on learning.



## Flexibility & Adaptability

Even the best-laid plans may evolve. Scouters will have questions, and organic discussions may arise that explore valuable topics, skills, and competencies. **Embrace these teachable moments** and adjust plans accordingly. Make note of recurring themes that may inform future updates to the program materials. Apply **Plan! Do! Review!** as an ongoing learning cycle.

## Meeting Structure & Safety

- Begin and end each session with the **Section Opening and Closing**.
- Conduct a **Safety Moment** at the start of each meeting. Review potential risks, muster points, locations of first aid kits and AEDs. Include youth in these safety discussions to reinforce awareness and shared responsibility.

## Encouraging Engagement

- Remind Scouters that active participation will maximize their learning.
- Encourage open dialogue, sharing of experiences, and questions — often, fellow Scouters can offer some of the most insightful answers.
- Model this same approach with youth; curiosity and inquiry are essential parts of learning.

## Patrols & Group Work

- When participant numbers allow, divide Scouters and youth into **Patrols** (recommended size: 8 to 10 members).
- Experiment with consistent or rotating Patrol groupings to observe team dynamics and encourage collaboration.

## Scouter Development & Resources

- Review the **Scouter Development Map** during the first activity and encourage regular self-assessment using the **DHLC (David Huestis Learning Centre)**.
- Continuously reference the **Scouter Development Model** throughout your support period.
- Demonstrate how to access program resources on **scouts.ca**. Consider providing printed QR codes for easy digital access.

## Shared Learning & Leadership

- Model a growth mindset by demonstrating openness to learning from both Scouters and youth.
- Apply **Plan! Do! Review!** after activities that don't go as planned to reflect and identify lessons learned.
- Practice **Shared Leadership** by delegating meeting responsibilities to Scouters. Like youth, adults learn best by doing.
- Prepare Scouters to operate independently following your 17–20 week support period.
- Ensure Scouters know how to access support and Subject Matter Experts (SMEs) as needed.

## Flexibility & Contingency Planning

- Remain flexible and have backup plans available for unexpected challenges.
- Use these situations as learning opportunities, focusing on what participants gained from the experience.

  

- Be a Scout: use resources wisely, be kind, and model the principle of **learning by doing**.

## Ongoing Support

- Remind Scouters that while your support is scheduled for 17–20 weeks, additional assistance is always available through Group Commissioners and Scouting Relationship Managers.
- Keep a selection of “back pocket” games or activities on hand for spontaneous use.

## Communication & Meeting Preparation

- Use your agreed-upon communication platform consistently to share updates.
- Send a **weekly email** to Scouters one week prior to each meeting outlining:
  - The meeting plan
  - Session length
  - Materials required
  - Assigned responsibilities
  - A sense of excitement or “FOMO” (Fear of Missing Out)
- Include a **Meeting Template** with specific assignments for each Scouter.
- Conduct a **48-hour check-in** before each meeting to ensure Scouters feel prepared and supported.
- **Overnight Adventure Planning**
  - Propose dates for a **day camp visit and overnight camp** early in the support period.
  - Confirm dates promptly to secure reservations and ensure all participants can experience overnight Scouting adventures.
  - Recognize that no date may suit everyone perfectly; prioritize securing a booking early.

## Supporting Youth with Neurodivergences

Youth with neurodivergences may require different types of support compared to their neurotypical peers. It begins with Scouters taking the time to learn about various developmental differences, modeling inclusive and supportive behaviour, and thoughtfully adapting programs to create a more positive and accessible experience for all youth.

Importantly, many of the adjustments that benefit neurodivergent youth will often enhance the program for everyone. Incorporating inclusive practices can help foster a more welcoming and supportive environment for all participants.

### Practical Support: Sensory Bin

At every meeting, have a **sensory bin** available for any youth who may feel overstimulated or need a break from the activity. This can help youth self-regulate and re-engage when they are ready.

Suggested items for the sensory bin include:

- Colouring pages and crayons
- LEGO or building blocks
- Fidget toys
- Picture books
- Stress balls or other calming tools

Be sure to introduce and explain the purpose of the sensory bin to both youth and Scouters, helping to normalize its use as a positive tool for self-regulation.

For further information, please consult the resources available on The D.A.M. (Developmental Assistance Module) using the following link: [Sensory Bin Information](#)

## Before Your First Meeting – Safety

### Pre-Meeting Site Visit & Preparation

- Prior to your first meeting with Scouters and youth, conduct a site visit of the Section Meeting location with the [Meeting Place Risk Assessment Checklist](#).
- Use this visit to complete the [Activity Application Form \(AAF\)](#), [Emergency Response Plan \(ERP\)](#), and the [Risk Mitigation Plan](#).
- Share the completed safety documentation with Scouters to build their understanding of safety planning and procedures.

### Mentoring Scouters in Safety Practices

- Begin mentoring 1-2 Scouters on completing AAFs, ERPs, and risk mitigation plans.
- Once these Scouters are comfortable, they will in turn mentor the remaining Scouters.
- By Weeks 8–9, Scouters should begin independently submitting safety documentation to their Group Commissioner.

### Ongoing Safety Practices

- Conduct a **Safety Moment** at the start of each meeting with both Scouters and youth. You can start with highlighting some of [Safety Tips](#) Scouts.ca
- Encourage youth participation by asking them to identify potential hazards and risks and discuss as a group how to mitigate these.
- Reinforce that safety is a shared responsibility and part of every activity and game.

### Documentation Responsibilities

- Until Scouters are fully trained, you (the Section Support Coordinator) are responsible for preparing and submitting AAFs, ERPs, and risk mitigation plans to the Group Commissioner, Scouting Relationship Manager, or Group Support Scouter, following the timelines established during your initial planning meeting.
- Safety training will be provided to Scouters during the support period, with the goal of having Scouters independently managing safety documentation by Week 8.

### Scouter Training Process

- Meet virtually or in-person with one Scouter to review the process of completing AAFs and risk mitigation plans.
- Have that Scouter demonstrate the process to another, continuing until each Scouter has completed the process at least once.

### Introducing Documentation Early

- Before each meeting or activity, send Scouters a copy of the AAF, ERP, and risk mitigation plan. This will familiarize them with the format, information required, and expectations.
- Even if an AAF is not required for every meeting, provide one for each meeting during the training phase to build competence and confidence.
- Risk mitigation plans should be reviewed and submitted before each activity.

- Use the [Emergency Response Plan – Junior Sections Template](#), which includes common activity risks, suggested mitigation plans, and space to add activity-specific considerations.

## Weekly Meetings

### Week 1 & 2

**Week 1 – With Scouter Registered Youth** - Scouters are encouraged to bring “their” registered children to this meeting. This provides a safe environment for Scouters to practice what they have learnt before introducing all registered youth.

### Week 2 – All Registered Youth

\*Email should go out to families 1 week prior to meeting to let them know “the plan” and what youth should bring to each meeting. For example, indoor shoes, water bottle, bug spray, etc.

\*\*All communication should demonstrate the importance of communication to and from families and help to create FOMO (fear of missing out).

\*\*Emails should be sent by Section Scouters or by Group Commissioner. Ideally it is one of the Section Scouters as they are the 1<sup>st</sup> place of contact for parents.

### Plan:

Scouters & Youth – Meeting for Scouters 1.5hrs. (15 mins prep, 1 hr. meeting, 15 mins review & clean up). Meeting with Scouters and youth 1 hr. This will be the structure of meetings for Colony. Pack is typically 1.5 hours.

Scouters should take on responsibilities of meetings/activities on day 1. Our program is based on “learn by doing” and Plan! Do! Review!

Review Meeting Plan – Prep & Prepare Space	15 minutes – Scouters only
Welcome & Gathering Game	10 minutes
Section Opening	10 minutes
Get to Know You Game	5 Minutes
Get to know You Game	5 minutes
Section Code of Conduct	15 minutes
Review	5 minutes
Section Closing	5 minutes
Clean-Up, Review and Plan for next week with Scouters	15 minutes – Scouters only

### Review Meeting Plan – Prep & Prepare Space & Activities (15 minutes)

Review meeting plan and who is responsible for what activities and how the team can support.

Prep & Prepare Space for Activities. Sensory bin out for youth to see and try.

Remind Scouters about Plan Do Review – it won’t go perfectly but everyone will learn something.



## Gathering Activity & Welcome Parents (10 minutes)

### Gathering Game

For example, ask questions and have youth write or draw a picture of the answer. What was your favourite indoor/outdoor game/activity? What is their favourite game to play with friends? What place to do want to visit etc.

**Week 1** – Have a safety moment – ask Scouters and youth to identify hazards at the meeting place. Review transportation plan with families as they arrive – What is the procedure for family drop off/pick up. How are the youth arriving and leaving safely to the meeting spot.

Get to know you Game/Icebreaker Activity – see resources for ideas. Gathering games can be a great way to get to know families.

**Week 2** - 1 - 2 Scouter(s) to meet and greet parents – introduce yourself & other Scouters. Scouters should rotate weeks so that parents know who all the Scouters are.

\*Parents to fill in questionnaire (from myscouts) [Family Relationship Tool.docx](#) Just talking to parents and getting to know them (through asking questions on the Family Engagement tool) is more informal and less intimidating to families.

The remaining Scouters meet and greet youth and support gathering game.

\*Please pick a gathering game for the youth. Ask youth what games they would like to play for next week. They may have a few ideas to share. Example of a Gathering Game: [Marshmallow Challenge](#) Ask a Scouter to keep a list of Games to play – start to build a collection of back pocket games for the Scouters. These games can be placed on a que card or popsicle stick. Youth can pick a game to play if the weekly activity is not going as planned.

## Welcome & Section Opening (5 minutes)

### Section Opening (5 minutes)

#### Colony Opening and Closing

#### Pack Opening and Closing

### Links to Videos

#### Beaver/Colony Opening

#### Cub/Pack Opening

#### Troop/Scout Opening

### Promise

Review Promise, Law & Motto – it will take some time and lots of practice. Remember to have lots of patience and practice makes perfect. Opening can be adjusted and changed if the youth would like to modify. **\*Use the Alternative Promise**

Let youth know the Plan for the night. \*Visual can be very helpful for youth and helps Scouters to remember “what is next”. Timer is a great tool to keep track of time and helps with transitions.

Have a safety moment – ask youth to identify hazards at the meeting place. And don’t forget to let youth know where the washroom is located (you may want to ask youth to have a buddy when using the facilities.

## Get to Know You Games (5 minutes)

A fun way to learn names and more about youth.

A Scouter should be taking notes on answers from youth. These answers will help identify Program Areas of interest, activities, games, and possible adventures.

Have a safety moment – ask youth to identify hazards at the meeting place.

## Section Codes of Conduct (15 minutes)

With the youth, develop a Code of Conduct.

Explain the why:

- Sets out rules, expectations, and rights for all youth in the Section.
- Should be developed with the youth so that everyone agrees together what rules will be followed.
- Try to keep to positive statements – “I will” – instead of negative – “I won’t.”
- Protects the safety and well-being (physical and emotional) of everyone.
- Needs to be age appropriate.
- Reviewed regularly and updated as needed.
- Email the Code of Conduct to families and ask them to bring in a signed copy. This is a further opportunity to engage with parents and discover new things.

### Examples of Code of Conducts:

#### Beaver-Age Youth

AT BEAVERS, WE:

1. Will have fun!
2. Will keep our hands and feet to ourselves
3. Will speak one at a time and listen when others are speaking
4. Will do our Best
5. Are friendly and kind to each other
6. Will play fair
7. Will have good manners.

#### Cub-Age Youth - CUB CODE OF CONDUCT:

I will respect my Scouters and the other Cubs.

I will listen to others talking and raise my hand to speak.

I will not interrupt anyone or argue with them.

I will not swear or say anything mean about other people.

I will not threaten, hit, kick, punch or push anyone.

I will not be a bully or make fun of anyone.

I will always stay with the group.

I will not break anything that doesn't belong to me.

If anyone isn't following these rules, I will ask a Scouter for help.

If I don't follow these rules, I will miss out on activities. If my behaviour stays this way, I will miss 3 meetings and won't be allowed to go to special activities or camp coming up.

If I bully, hit, kick, say mean things or don't stay with my group, my parents will be told to come pick me up.

Printed name Youth Member

Signature of Youth Member

Printed name of Parent/Guardian

Signature of Parent/Guardian

Date

### **Scout-Age Youth – Code of Conduct**

#### **SCOUTS' EXPECTATIONS:**

Scouts are expected to respect their Scouters, volunteers, parents and fellow Scouts.

Scouts are expected to not take part in any form of bullying, theft, rough play/violence, discrimination of any kind or foul language.

Scouts are expected to keep themselves safe and stay with their Troop.

Scouts are expected to listen and follow instructions from their Scouters.

Scouts are expected to be supportive and give everyone a chance.

Scouts are expected to be prepared for camps and activities by having everything they need.

Scouts are expected to participate in meetings and activities, including the Plan-Do-Review process.

Scouts are expected to follow the rules to all activities, games, camps and events.

Scouts are expected to arrive on time to meetings and events.

Scouts are expected to do their best and adhere to the Scout Promise and Law.

#### **SCOUTS' RIGHTS:**

Scouts have the right to feel safe.

Scouts have the right to be free from bullying, name-calling, threats and violence.

Scouts have the right to be heard.

Scouts have the right to be protected from abuse.

Scouts have the right to participate.

Scouts have the right to equal treatment.

Scouts have the right to be respected.

Scouts have the right to ask for help.

Scouts have the right to be believed.

Scouts have the right to be happy and have fun.

#### **IF A SCOUT IS IN VIOLATION OF THE CODE OF CONDUCT:**

If a Scout is found to be in violation of the Code of Conduct, they may have to sit out a game or activity, or be requested not to attend a meeting, camp or event. For repeated violations, the Scout's parents/guardians will be called and told about the behaviour, and may be asked to come pick the Scout up from the meeting, camp or event. Serious or repeated violations may result in the Scout being suspended or expelled from the Troop.

Printed name Youth Member

Signature of Youth Member

Printed name of Parent/Guardian

Signature of Parent/Guardian

Date

#### **Activity:**

Break the youth up into patrols.

\*Patrols may be made up of different youth in the following weeks until you find a good combination.

Remember to have a mix of ages and skills.



Ask youth to brainstorm and create a sample Code of Conduct. Provide poster paper and markers. Don't be afraid to suggest ideas! Scouters - How can you take the Code of Conducts created in patrols and turn them into a Section one?

## Review:(10 minutes)

Answer any outstanding questions.

Ask youth one or two review questions (use review game suggestions to make it more interactive):

- What did you like about the meeting?
- What would you do differently?
- Is there a game you want to play next time?

Example of Review Games: [Thor's Hammer](#), [Roses and Thorns](#), [Agree and Disagree](#), [Gallery Walk](#)

## Section Closing (5 minutes)

Do a Section closing – can be found in the Scouter Manual on page 128

Section Goodnights and Goodbyes!

## Review with Scouters (5 minutes):

Answer any outstanding questions.

Ask Scouters one or two review questions (use review game suggestions to make it more interactive):

- What do you know now that you didn't know before?
- What would you like to know more about?
- What surprised you about this session?
- What will you be implementing in your Section?
- Is the communication tool working? Do you need to do anything different?

## Next Steps:

1. Answers to "Get to Know You Games" (15 minutes) can be used in planning Saga Adventures. Scouters will take a deeper dive into Saga Adventures in the coming weeks.
  - a. Pick an idea/theme/activity from Get to Know You Game to use for Saga Adventures and expand from the suggestions as an example. Please add these ideas to the Section's Yearly Program Plan.
  - b. Use Meeting Template to develop the next meeting with Scouters and "assign" tasks to Scouters. And assign who will be picking up supplies if required for the activity.
2. Week 2:
  - a. Patrol (10 minutes) What are they and why do we use them?

The use of small teams (also known as the "Patrol Method") is a key component of the Scouting Method. The names of the small teams for Section are called Lodges (Colony)/Lairs(Pack)/Patrols (Troop).

- b. Review Family Relationship tool review and develop a plan to engage parents in the program.

How can parents share the load of weekly activities. Ask 2 Scouters to take the lead on engaging with parents at the 1<sup>st</sup> meeting. The goal is to create a "community" or village. The old saying... "it takes a village" and "many hands make light work".

### Email (this should go out the day after)

Send email to Scouters and provide a summary of the meeting and the topics you covered. Include links to resources/activities introduced Also include:

1. Date for 1 day at Camp \*\*Please provide 2 possible Dates. Sometimes, there is never a good date for everyone.
2. Dates for the Weekend at Camp. \*\*Please provide 2 possible Dates. Sometimes, there is never a good date for everyone.
3. Based on the suggestions from the Gathering game, ask Scouters to add ideas to the yearly planner. time).

### Resources:

[Colony 101](#)

[Cub 101](#)

### Week 3 – Going Forward - All Youth (unless stated otherwise)

#### Plan: Approx. 1.5hrs

\*Email should go out to families prior to meeting to let them know “the plan” and what youth should bring to each meeting. For example, indoor shoes, water bottle bug spray etc.

\*\*All communication should demonstrate the importance of communication to and from families and help to create FOMO (fear of missing out). Highlight the fun and adventure of the previous week and emphasize the magic that will happen at this meeting.

Gathering Game	10 minutes before start time
Welcome	5 minutes
Section Opening	5 minutes
Sensory Bin Introduction – what’s in it and why/when to use – is there something else to add?	10 minutes
Make your own Fidget Toy <a href="#"><u>Make your own Fidget Toy</u></a>	15 minutes
Review – Q&A	5 minutes
Section Closing	5 minutes
Review – Scouters Only	15 - 20 minutes

### Supplies

- Update Supplies needed according to meeting template
- Printed resources and/or QR codes

- [Meeting Template](#) – should be filled in with information for the meeting and sent out by email to Scouters. Remember to assign who is doing what during the meeting. Scouters should bring the needed material for their piece of the meeting.
- Access to a Wi-Fi or data – work phone can be used as a hotspot \*if they are any Scouters who need to complete DHLC training - Scouting Fundamentals or Respect In sport, please have them complete training. They had dedicated their time to weekly activities; they can complete training during this time.

## Do:

### Gathering Game

For example, ask questions and have youth write or draw a picture of the answer. What was your favourite indoor/outdoor game/activity? What is their favourite game to play with friends? What places do they want to visit etc.

### Welcome and Ice Breaker Games/Steam Off Game/Body Break 10 minutes)

An icebreaker is an activity or game designed to welcome attendees and warm up the conversation among participants in a meeting/activity. A Steam Off Game/Body break Game is a great way to blow off some steam before getting into the main activity. Steam off games should be used throughout meetings to help with their attention spans and can be introduced whenever youth seem to have too much energy.

Example [Name Game](#) and other [Examples of Ice Breaker Games](#) or [Body Break/Steam Off Games](#)

\*Have a safety moment – ask Scouters and youth to identify hazards at the meeting place.

Review transportation plan with families– family drop off – parking area & drop off procedure.

Get to know you Game/Icebreaker Activity – see resources for ideas.

### Section Opening (5 minutes)

#### [Colony Opening and Closing](#)

#### [Pack Opening and Closing](#)

#### Links to Videos

#### [Beaver/Colony Opening](#)

#### [Cub/Pack Opening](#)

#### [Troop/Scout Opening](#)

### Review Promise, Law & Motto

\*Use the Alternative Promise. This ensures that we are inclusive to all volunteers, youth and families.

## Sensory Bin Introduction

\*Split youth into patrol as much as possible for activities and games. When patrols are formed with the right combination of youth, consider asking youth to name their patrol.

Introduce the Sensory bin. This is a touch and feel activity.

For further information, please consult the resources available on The D.A.M. (Developmental Assistance Module) using the following link: [Sensory Bin Information](#)

Explain what is in the “bin” and why/when to use – is there something else to add?

Make your own Fidget Toy [Make your own Fidget Toy](#)

## Review (10 minutes)

Scouters should ask one or two review questions (use review game suggestions to make it more interactive):

- What do you know now that you didn't know before?
- What would you like to know more about?
- What did you like about this activity?
- What would you do differently?

## Section Closing (5 minutes)

Do a Section closing – can be found in the Scouter Manual on page 128.

Homework: Assign Scouters to a task for the next meeting. For example, Bill can run the gathering game, Susie can have a steam off game and Donna can help with set-up etc.

Going forward, Section Scouters should be planning, organizing, and running weekly meetings. You are there to coach and mentor Scouters.

\*Send yearly planner examples to Scouters. Ask one Scouter to set up as a shared file (google sheet or Microsoft Excel and share with all Scouters. Scouters should update as they plan for the year.

Review with Scouters at the end of every meeting. What did they like about the meeting? Can they do anything differently? What did they learn from the youth?

Review the plan for next week and any ideas taken from the youth that can be added to the yearly plan

## Camp Planning

Provide dates for one day visit to camp and overnight – they should confirm dates at the next meeting to ensure that you can book the camp in a timely manner.

## Email (this should go out the day after)

Send email to Scouters and provide a summary of the meeting and the topics you covered. Include links to resources/activities introduced Also include:

4. Date for 1 day at Camp \*\*Please provide 2 possible Dates. Sometimes, there is never a good date for everyone.
5. Dates for Weekend at Camp. \*\*Please provide 2 possible Dates. Sometimes, there is never a good date for everyone.
6. Ask a Scouter to keep a list of Games to play – start to build a collection of back pocket games for the Scouters. These games can be placed on a que card or popsicle stick. Youth can pick a game to play if the weekly activity is not going as planned.
7. Based on the suggestions from the Gathering game, ask Scouters to add ideas to the yearly planner.

## Week 3- 6: Use meetings chosen from 16 Weeks

[Colony - 16 Weeks of Planning](#)

[Pack - 16 Weeks of Planning](#)

[Troop - 16 Weeks of Planning](#)

### Plan: With Scouters and Youth

\*Email should go out to families prior to meeting to let them know “the plan” and what youth should bring to each meeting. For example, indoor shoes, water bottle bug spray etc.

\*\*All communication should demonstrate the importance of communication to and from families and help to create FOMO (fear of missing out). Highlight the fun and adventure of the previous week and emphasize the magic that will happen at this meeting.

Review Meeting Plan – Prep & Prepare Space	15minutes – Scouters only
Welcome & Gathering Game	10 minutes
Section Opening	5 minutes
Patrol/Lairs/Patrols/Small Teams	5 minutes
Body Break	5 minutes
Activity from Template	15 minutes
Review	5 minutes
Section Closing	5 minutes
Clean-Up, Review and Plan with Scouters	15 minutes – Scouters only

### Plan: Review Meeting Plan – Prep & Prepare Space & Activities

Review meeting plan and who is responsible for what activities and how the team can support.

Review communication that was sent to families – the why.

Prep & Prepare Space for Activities.

Remind Scouters about Plan Do Review – it won’t go perfectly but everyone will learn something.

If time allows, show video [Myth:Beavers can't do Youth-led](#) and or [Role of the Scouter](#)

### Do:

#### Gathering Activity & Welcome Parents (10 minutes)

1 - 2 Scouter(s) to meet and greet parents – introduce yourself & other Scouters. Scouters should rotate weeks so that parents know who all the Scouters are.

The remaining Scouters meet and greet youth and support gathering game.

\*Suggested activity – [make sit upons](#) or [Bucket Sit Upons](#) – a place to store individual items – Scouters to decide if youth & families responsible for sit upon or whether Scouters/Section has storage space. This might take a few meetings to make & decorate.

## Section Opening (5 minutes)

Review Promise, Law & Motto – it will take some time and lots of practice. Remember to have lots of patience and practice makes perfect. Opening can be adjusted and changed if the youth would like to modify. Let the youth know the plan.

\*Use the Alternative Promise

**Body Break-** Give youth an opportunity to move and get the squirrels out. This should be used as needed. Sometimes we all need a movement to move. This can be as simple as "Head and shoulders", "Freeze Dance" or "Octopus". (5 minutes)

## Patrol / Small Teams (5 minutes)

Divide youth into Patrols. It is ideal to have a patrol with a variety of ages. Older youth an mentor and coach younger youth. Make note of the patrols. Did the youth work well together? Age range? Any challenges? This should be reviewed to see if the lodges/lairs/patrols work as needed.

## Game suggested from "Get to Know You Games" from previous week. (5 minutes)

- You may need a steam off game/body break. Youth may need to move and "steam off" some energy. Dance Party, Screaming Dragons etc.
- Or you can do a calming activity - [Graveyard](#)

## Review:(10 minutes)

Answer any questions from Sections.

Ask youth one or two review questions (use review game suggestions to make it more interactive):

- What did you like about the meeting?
- What would you do differently?
- Is there a game you want to play next time?

## Section Closing (5 minutes)

Do a Section closing - good night, Sections!

- 1 – 2 Scouters to facilitate pick-up and engage with families.
- Remaining Scouter to tidy up and support youth.

## Review: (5 minutes)

Answer any outstanding questions.

Ask Scouters one or two review questions (use review game suggestions to make it more interactive):

- What do you know now that you didn't know before?
- What would you like to know more about?
- What surprised you about this meeting?

## Week 7 - Plan: Section Leadership Council, Planning and TBD

\*Email should go out to families prior to meeting to let them know "the plan" and what youth should bring to each meeting. For example, appropriate clothing and footwear for the venue, water bottles, bug spray etc.

\*\*All communication should demonstrate the importance of communication to and from families and help to create FOMO (fear of missing out). Highlight the fun and adventure of the previous week and emphasize the magic that will happen at this meeting.

## Agenda

Review Meeting Plan – Prep & Prepare Space	30 minutes – Scouters only
Welcome & Gathering Game	10 minutes
Section Opening	5 minutes
Game – one from a Scouter	5 minutes
Section Leadership Council	15 minutes
Activity from Youth suggestions	15 minutes
Game from Youth Suggestions	10 minutes
Review	10 minutes
Section Closing	5 minutes
Review with Scouters	10 Minutes
Planning for Next Week	20 Minutes

## Supplies

- TBD
  - [Pond Map](#)
  - [Jungle Map](#)
  - [Canadian Trails Map](#)
  - [Section Planning Guide](#)
  - [Pack Planning Guide](#)
  - [Troop Planning Guide](#)
  - [Meeting Template](#)

## Plan: Review Meeting Plan – Prep & Prepare Space & Activities

Review meeting plan and who is responsible for what activities and how the team can support.

Review communication that was sent to families – the why.

Who is ready to take this responsibility over?

Did you engage parents and have helpers for this meeting?

Prep & Prepare Space for Activities.

Remind Scouters about Plan Do Review – it won't go perfectly but everyone will learn something.

Ask about the Section Map – What questions do they have?

## Do:

### Gathering Activity & Welcome Parents

1 - 2 Scouter(s) to meet and greet parents – introduce yourself & other Scouters. Scouters should rotate weeks so that parents know who all the Scouters are.

The remaining Scouters meet and greet youth and support gathering game.



\*Suggested gathering game – colour Section Map.

### **Section Opening (5 minutes)**

Review Promise, Law & Motto \*Use the Alternative Promise  
Let the youth know the plan.

### **Game (5 minutes)**

Ask a Youth to pick and or run the game.

### **Patrol / Small Teams (5 minutes)**

Divide youth into Patrol with ideal mix of white, brown, and blue tails. Make note of the patrol. Did the youth work well together? Age range? Any challenges? To be reviewed.  
Are Scouters working with these patrols working?

### **Section Leadership Council (15 minutes) 1 -2 Scouters**

Explain what a Section leadership is and how they will be taking on leadership roles.

Give Section leadership opportunities to expand their leadership skills. They can be tasked with extra responsibilities within their Patrol, lead a game or activity, or (with Scouter support) take on the planning of all or part of an adventure and ask for their patrol to observe the Code of Conduct.

Section leadership Council – how will you engage the youth with planning?

How will the Section leaderships take on more leadership roles during activities?

### **Game/Activity (15 minutes) TBD**

To run at same time as the Section Leadership Council.

\*Suggestion – supply cardboard boxes, tape and markers and see that they come up with.

Can they make a game to play for patrols to play?

### **Game TBD (10 minutes)**

- Don't forget to ask the youth if they have a game – they are great resources when you need Plan Z.

### **Review with Youth: (10 minutes)**

Ask the Sections what they are grateful for. Provide some examples.

Answer any questions from Sections.

Ask youth one or two review questions (use review game suggestions to make it more interactive):

- What did you like about the meeting?
- What would you do differently?
- Do they want to do it again?
- Is there a game you want to play next time?

### **Section Closing (5 minutes)**

Do a Section closing - Good night, Section!

- 1 – 2 Scouters to facilitate pick-up and engage with families.
- Remaining Scouter to tidy up and support youth.



## Review with Scouters: (10 minutes)

Answer any outstanding questions.

Ask Scouters one or two review questions:

- What do you know now that you didn't know before?
- What would you like to know more about?
- What surprised you about this meeting?
- When is a good weekend for Camp?
- Introduce SPICES – what are they and how the meeting touched each of these characteristics

Plan for Next Meeting – Scouters only!

Saga Adventures

Planning the year

## DO: (15 minutes)

Games – what are they and the why.

Steam off Games, Gathering Games etc.

- Develop a method of collecting back pocket games. For example, label popsicle sticks with different games and have youth pick one to play. Or have a small bag filled with games on a sheet of paper that a youth picks. Add to the games as you discover more ideas from youth/scouters. Assign to a Scouter.

## Week 8: Scouters Planning Meeting – Putting it all together! Scouters Only!

### 2.5 hours

\*Email should go out to families prior to meeting to let them know “the plan”. This week there is no meeting – instead it will be Scouter Development and planning. The email should highlight the previous week and what is coming up next! Save the dates should also be included for the day at camp and the overnight. Let parents know the date for the parents and youth meeting to help prep them and their youth for camp.

\*\*All communication should demonstrate the importance of communication to and from families and help to create FOMO (fear of missing out). Highlight the fun and adventure of the previous week and emphasize the magic that will happen at this meeting.

This meeting is for Scouters only	
Welcome & Gathering Game	10 minutes
Review Scouter Development Map	10 minutes
Saga Adventures	15 minutes
Scouter Activity	10 minutes
Planning your Year	15 minutes
Activity	10 minutes
Balancing your Program	20 minutes
Activity	10 minutes
Investiture	20 minutes
Review	10 minutes

### **Gathering Activity: (10 minutes)**

Ask Scouters questions about their adventure list, favourite foods, what skill they want to learn (scouting and or professionally), or place they want to explore and visit.

Ask them to draw a picture – this is an opportunity to engage in conversation, get to know each other a bit more and YES! This is an opportunity to learn more about the youth and what they would like to do.

\*Use post it notes, newspaper roll – demonstrate that what works for Scouters can work with the youth. This is an activity that can be done time and time again for a gathering game – as the seasons change, so do the answers we give.

### **Review Scouter Development Map: (10 minutes)**

How far have they come? What are their needs? What would Scouters like to know more about?

Next area of learning to focus on?

Ask Scouters to update the DHLC with the self-assessment quiz – if possible, show Scouters how to access quiz and other resources in the DHLC.

### **Saga Adventures (15 minutes) – Review Game Storming Ideas collected from Youth**

Sometimes the youth come up with a big idea that will need to take place over weeks or months.

Start with YES!

Saga Adventures build on a theme from one week to the next, building skills as the youth go.

For example:

#### **Pirates**

Treasure map reading ---> scavenger treasure hunt ---> knot tying ---> a scout craft flagpole ---> build your own pirate ship ---> race your pirate ship

#### **Movie Maker**

Write a script ---> watch a movie ---> dissect an old camera ---> make a poster ---> learn costume design and acting basics ---> start making stop motion or special effects---> make a short film and record it!

You can use this for lots of different ideas. Your only limit is your imagination! Look at those big adventures and work backwards to ensure that the youth build the skills needed to accomplish the adventure at the end.

*Remember* - Let the adventure decide the skills you need to learn, instead of letting the skills you already know decide the adventure.

Youth can participate in learning new things, building skills, or taking part in training or practice activities building up to the BIG adventure!

#### **Activity:**

With Scouters, select an activity from one of the Gamestorming activities that could become a Saga Adventure. Plan the Saga Adventure that ends with a day at Camp/Overnight depending on Scouters schedule.

Using sticky notes and poster paper to plan out skills or activities that will lead up to the big adventure.

- What skills do we need?
- What equipment do we need?
- Who can help us?
- What is the BIG adventure going to look like?
- Where can Scouters turn for support if they need to build their own skills?

This is how Scouters can turn an adventure that may seem like it should be a NO (Let's go to the moon!!) into a YES!!!?

### **Balancing Your Program (15 minutes)**

There are several tools you can use to help you plan a balanced program.

#### **Introduce [The Pond Map](#)**

The Map details out the six Program Areas of the Canadian Path in a Section-friendly way. It also includes places that represent other activities that are part of the Section Scouts' exploration of the Pond: campfires and special ceremonies at Hawkeye's Campfire, hikes and nights at camp at Tic Tac's Camp, work on Outdoor Adventure Skills at Echo's Mountain, linking activities with other Sections at Akela's Jungle and, for the Section leaderships, the tracking of their North Star Award Quest at Aurora's Northern Lights.

Based on the Section's interests, they may visit certain areas of the Pond Map more than others. However, Scouters should encourage their Colonies to visit each area of the Pond Map throughout the year.

Discuss with Scouters – are you using the Pond Map in your Section? Why or why not? Do you find it to be a useful tool? Are you deliberately trying to include each of the six Program Areas throughout the year?

#### **Introduce Personal Achievement Badges**

There are 16 personal achievement badges (PABs) that Sections can earn by completing three adventures that are related to that badge. The PAB Guide provides suggested adventures, or Sections can come up with their own.

Colonies can work together on a PAB, or Sections can complete their adventures independently with family support. You can also do a mix of this, with the Section doing two adventures together, and then encouraging Sections to complete a third independent adventure to earn the badge.

Some Sections (or their parents!) are very motivated to earn PABs. Others are not. Either situation is okay.

Discuss with Scouters – how are you incorporating PABs in your program, if at all? Do you have any “badge kids”? Do you do anything to encourage other youth who aren't “badge kids?” How strict are you when it comes to completing badge requirements?

#### **Introduce [Outdoor Adventure Skills](#)**

There are nine Outdoor Adventure Skills (OAS), which each have nine stages. Earning an OAS stage is an acknowledgement and celebration of learning. It is NOT a qualification, and earning a certain OAS stage should NOT be used as a pre-requisite to attend or participate in an adventure.

Learning and experiences both in and outside of Scouting can count towards OAS stages.

A youth of any age will always start at Stage 1, regardless of when they join Scouting. Stages earned in younger sections are maintained by youth as they advance to a new section.

Scouter Tip: many Outdoor Adventure Skills are difficult to achieve at the Section level. This is okay! Scouters are reminded that the North Star Award only requires five OAS stages completed over three years.

Discuss with Scouters:

How are you incorporating OAS stages in your program?

Which are reasonable to achieve, and which are out of reach for average Section Colonies?

Introduce other program opportunities on Scouts.ca including:

[Outdoor Adventure Skills](#)

[Personal Achievement Badges](#)

[Youth Adventure Challenges](#)

[STEM - Let's talk Science Partner](#)

[Scouts for Sustainability](#)

### **Activity:**

As a whole group review the plans that you've created.

- Are there activities that cover each part of the map?
- Are there activities that cover off any of the OAS skills?
- Did you include time in your meetings for Sections to share their PABs?
- Are there additional activities that you would add in?
- What's the plan for next week? \*Gathering activity will focus on Safety – have youth identify areas in the meeting place that are “unsafe”. Provide post it notes to ID areas/spots. One of the games should be an emergency drill – where to go and what to do.

### **Planning Your Year (15 minutes)**

Introduce the Section Planning Guide. Have hard copies or provide QR codes to Scouters. Show and discuss the Section Goals on page two.

[Section Planning Guide](#)

Start big – mark off any school breaks or holidays you won't be meeting. Will your Section have any holiday parties? Are there any Group/Council/National events you would like to attend?

Other key dates can include Investiture, Codes of Conduct, and Swim-Up. Remember that you may need more than one date to invest youth or review the code of conduct because youth can join throughout the year!

Are you undertaking a Saga Adventure? Where and how is that going to fit in?



When are you going to camp? What skills do youth and Scouters need to have to be successful and enjoy camp?

\* Ideally schedule a day to visit camp before the overnight opportunity with Scouters only.

\* A Saturday/Sunday Morning with 4 hours.

\*\* Camping Essentials with Scouters

[Section Camping Essentials .docx](#)

[Pack Camping Essentials .docx](#)

[Troop Camping Essentials.docx](#)

And don't forget to schedule a meeting with Parents. Parents will want to know more about the camp. Engage parents and have them learn. For example, "how and what to pack", and address concerns of homesickness (youth can bring a stuffy) etc.

How many times do you go outside? Are you planning any overnight adventures?

Your calendar is going to fill up faster than you expect!!

*Scouter Tip:* Resist the urge to plan out every single meeting far in advance. Leave some space and flexibility in your calendar to take advantage of linking opportunities, Group or Council events, National challenges, etc. Consider getting all your "big" adventures on the calendar for the year and fill in the details of weekly meetings on a seasonal basis.

*Don't Forget!* Scouting can happen year-round! Many Groups take the summer months off, but there can be advantages to Scouting in the summer. Consider how nice it might be to camp when it isn't cold, muddy, or snowy!

If summer adventures are new to your Section, or sound overwhelming to your Scouters, it is ok to start small. Consider one activity a month and do something fun and easy to keep in touch with families – perhaps a family BBQ, or a meetup at a local park/camp, campfire with s'mores, or family night hike.

### **Activity:**

As a group, look at a big yearly calendar (the bigger the better).

- Add in the big dates
- Look at the adventures you've generated and add them into which season you think that activity fits best into. Can Scouters identify a theme/pattern and lump them together. They can then meet with Section Leadership Team to develop when they would like to "do" them. How can you have the youth and parents more involved with planning/supporting the meetings?
- Take 1 or 2 seasons and assign each patrol a month to plan
- Scouters – who is doing what and when you will plan for meetings? For example, meet after a meeting/Saturday for coffee/give the youth a night off and have the team develop plan that includes asking for parents for support and assigning patrols/section leadership responsibilities etc.

In Patrol, use the Section planning guide and meeting template, have Scouters plan out 1 month of meetings. Encourage them to include all the things that they have learned throughout the 3 sessions – saga adventures, patrols, section leadership council, online resources, etc.

\*Next step will be for Scouters to have Section Leadership involved in the planning process. Schedule this into the Planning Guide.

### **[Introduction to Investiture \(20 minutes\)](#)**

#### **[Colony Investiture Resource](#)**

#### **[Pack Investiture Resource](#)**

#### **[Troop Investiture Resource](#)**

- The Investiture Ceremony is a very important part of Scouting tradition. In this ceremony, returning youth and Scouters re-affirm their commitment to Lord Baden-Powell's vision, while the new youth and Volunteers have the excitement of making their Promise for the very first time. For the Section Scouts, the presentation of the Brown, Blue and Section leaderships are part of this ceremony. The presentation of tails is the way we celebrate how the Section Scouts have grown. Section Scouts enjoy receiving these tails and seeing how their journey has progressed.
- How you develop your Investiture and Tail Ceremony is up to your Section. However, it should have the following elements:
  - This ceremony is planned by the Section leadership Sections who, with support of the Scouters, work to make it very special, because it celebrates what Scouting is all about!
  - Section Scouts will be excited about becoming a member of the Section and receiving their Tail, so they should be invested as soon as possible after joining. No Section wants to feel different, and receiving a Tail quickly after joining the Section will minimize a feeling of difference. Neckers may be worn before being invested.
  - The ceremony is held outdoors, if possible. If not, make sure it has an outdoor theme.
  - The Section Scout flag is held by the youth and Scouters while reciting their Promise, during their respective ceremonies.
  - The new Neckers and woggles are presented to those making the Promise for the first time. (Returning Sections who have grown might wish to exchange for a larger Necker at this time.)
  - The Section Scout Promise is recited by all Section Scouts (new and returning) and the Scout Promise is recited by Scouters (new and returning), during their respective ceremonies.
  - Group, Council and Section badges are presented to those who need them.
  - Parents and guardians are invited to be involved in this significant ceremony
  - Tails are presented according to grade levels—not by how long they have been registered.
    - Kindergarten Section Scouts are Brown Tails.
    - Grade One Section Scouts are Blue Tails.
    - Grade Two Section Scouts are Section leaderships.

- The meaning behind each tail colour and the difference of each year in the Section Scout program is explained to the youth and parents.
- Although the ceremony should stay the same (relatively) from Section to Section, Groups are welcome to establish their own traditions. The ceremony begins outdoors at the beginning of the path the group will walk for the ceremony. The Section and parents walk to a new location for the presentation and Investiture of each Tail Group to symbolize the Section Scouts' growth and progression. A Scouter begins by welcoming everyone and explaining what will happen. The group then walks to the first stop, where the Brown Tails will be presented with their tails and then invested.
- It is helpful to have one person designated to take care of Neckers, tails and badges for each Tail Group. A different Scouter could oversee leading the ceremony at each stop.
- Scouters should also be invested!

• **Activity:**

- Develop the investiture ceremony that is meaningful for the group.
- For more information about Section Scout investitures, see the Scouter Manual
- Short video: <https://youtu.be/unFMubX3myY?si=qbPuIGb8ViEy9EIJ>
- How will you engage families/guardians? Games and activities? Celebration?
- How can you involve Parents?

## Review:

Review the Scouter Development and discuss the options to obtain Wood Badge I and II. Show what skills have been developed during this session. Remind Scouters to update self-assessment in DHLC.

Answer any outstanding questions.

Ask Scouters one or two review questions:

- What do you know now that you didn't know before?
- What would you like to know more about?
- What surprised you about this session?
- Any thoughts on how to engage families with sharing the "load" – supplies? Skills?

What plans do Scouters have for next steps?

- Additional learning
- Finding a mentor
- Scouters need to schedule some time with you to Scouter Development and plan to further develop identified skills & competencies.

## Week 9 Plan: Investiture

\*Email should go out to families prior to meeting to let them know "the plan" and what youth should bring to each meeting. For example, indoor shoes, water bottle bug spray etc.

\*\*Investiture is a great opportunity to have families join in on the weekly activity and experience the program with their youth before or after investing the youth. For example, Tarp flip, exact instructions games are fun and engaging for all ages.

\*\*All communication should demonstrate the importance of communication to and from families and help to create FOMO (fear of missing out). Highlight the fun and adventure of the previous week and emphasize the magic that will happen at this meeting.

Review Meeting Plan – Prep & Prepare Space	15minutes – Scouters only
Welcome & Gathering Game	10 minutes
Section Opening	5 minutes
Game/Activity	10 Minutes
Investiture	15 minutes
Celebration/TBD	15 minutes
Section Closing	5 minutes
Review with Scouters	15 minutes – Scouters only

### Plan: Review Meeting Plan – Prep & Prepare Space & Activities

Review meeting plan and who is responsible for what activities and how the team can support.

Prep & Prepare Space for Activities.

Remind Scouters about Plan Do Review – it won't go perfectly but everyone will learn something.

### DO: Gathering Activity & Welcome Parents (10 minutes)

1 - 2 Scouter(s) to meet and greet parents – introduce yourself & other Scouters. Scouters should rotate weeks so that parents know who all the Scouters are.

The remaining Scouters meet and greet youth and support gathering game.

\*Investiture is a great opportunity to ask parents to support the meeting. If you need help – ask your parents to help. Whether it is picking up supplies or snacks to celebrate investiture.

### Section Opening (5 minutes)

Welcome Parents

Review Promise, Law & Motto. Go over the plan with everyone.

### Game: (20 minutes)

Divide guardians/parents and youth into patrols.

You may need to run 2-3 patrols of the same game or run 10-minute rotation.

### Investiture Ceremony:(15 minutes)

Fill in details from Scouters meeting.

### Celebration (15 minutes)

Fill in details from Scouters meeting.

### Section Closing (5 minutes)

Do a Section closing - Good night, Sections!

- Thank everyone for joining Section for the night
- 1 – 2 Scouters to facilitate pick-up and engage with families.
- Remaining Scouter to tidy up and support youth.

## Review (10 minutes)

Answer any outstanding questions.

Ask Scouters one or two review questions (use review game suggestions to make it more interactive):

- What do you know now that you didn't know before?
- What would you do differently?
- What was your highlight?

\*Ask a Section leadership to plan and run an activity/game for the next meeting.

## Week 10:

### Plan: With Scouters and Youth – Safety Focus

\*Email should go out to families prior to meeting to let them know "the plan" and what youth should bring to each meeting. For example, indoor shoes, water bottle bug spray etc.

\*\*All communication should demonstrate the importance of communication to and from families and help to create FOMO (fear of missing out). Highlight the fun and adventure of the previous week and emphasize the magic that will happen at this meeting.

\*How can parents be engaged with sharing the load of meetings – are there skills/activities that parents can support? Supplies?

\*Introduce Safety to Scouter and youth through the activities

Review Meeting Plan – Prep & Prepare Space	15minutes – Scouters only
Welcome & Gathering Game	10 minutes
Section Opening	5 minutes
Emergency Drill information	5 minutes
Activity – Practise Emergency Drill	15 minutes
Game from Youth Suggestions	10 minutes
Review	10 minutes
Section Closing	5 minutes
Review with Scouters	115Minutes

### Supplies

- Game storming - paper, markers, crayons, etc.
- Other supplies needed for games that the youth have selected.

### Plan: Review Meeting Plan – Prep & Prepare Space & Activities

Review meeting plan and who is responsible for what activities and how the team can support.

Review communication that was sent to families – the why.

Prep & Prepare Space for Activities.

Remind Scouters about Plan Do Review – it won't go perfectly but everyone will learn something.

Patrol – determine patrol. Tonight, youth will name them.

Introduce Scouters to Safe Scouting App & incident Form – how to use and when.

## Do:

### Gathering Activity & Welcome Parents (10 minutes)

1 - 2 Scouter(s) to meet and greet parents. Scouters should rotate weeks so that parents know who all the Scouters are. Are you engaging parents and sharing the workload?

The remaining Scouters meet and greet youth and support gathering game.

### Section Opening (5 minutes)

Review Promise, Law & Motto – it will take some time and lots of practice. Remember to have lots of patience and practice makes perfect. Opening can be adjusted and changed if the youth would like to modify. Let the youth know the plan.

\*Use the Alternative Promise

### Patrol / Small Teams (10 minutes)

What is the name of the patrol?

Activity if time allows – make a flag, what's in their “sensory bin” ?

\*Please note that Patrol may need to change as youth and scouts get to know each other, expectations and each other.

### Emergency Response Information (5 minutes)

Discuss where to go and what to do.

### Practise the Emergency Response Plan (15 minutes)

Divide youth into Patrol with ideal mix of white, brown, and blue tails. Make note of the patrol. Did the youth work well together? Age range? Any challenges? To be reviewed.

Are Scouters working with these patrols working?

## Review:(10 minutes)

Answer any outstanding questions.

Ask youth one or two review questions (use review game suggestions to make it more interactive):

- What did you like about the meeting?
- What would you do differently?
- Is there a game you want to play next time?

## Section Closing (5 minutes)

Do a Section closing – can be found in the Scouter Manual on page 128

Good night, Sections!

## Review:(5 minutes)

Answer any outstanding questions.

Ask Scouters one or two review questions (use review game suggestions to make it more interactive):

- What do you know now that you didn't know before?
- What would you like to know more about?
- What surprised you about this session?
- Do you need to do anything different?
- Who needs 1<sup>st</sup> aid? Have they scheduled training?
- Review Yearly planning Guide for next meeting and review plan

# Week 11+: Plan the Year with Your Planning Guide

## Program and Goal Review

- Review the Section Goals using the [Program Quality Guide](#) to ensure both the Section and your personal coaching goals are met.
- Identify the Contact Section Scouter and review how to use *myscouts.ca* with them. Have the Contact Scouter demonstrate these processes to the rest of the team. This includes:
  - Generating reports for youth and Scouters
  - Accessing parent survey results
  - Navigating general MyScouts functions

## Linking Opportunities

- Confirm any linking activities scheduled with other Sections—either within their Group or with other local Sections. (Contact your Scouting Relationship Manager for recommendations if needed.)
- If Scouters have not yet met others in their Group, ask the Group Commissioner to facilitate introductions. This can be done either virtually or in person and may include attending a Group Committee meeting.

## Encourage Independent Meetings

- Identify at least two meetings that you will not attend during the 17–20 weeks of support. This helps Scouters gain confidence running meetings independently.
- Before and after these meetings:
  - Review the plan beforehand with Scouters.
  - Afterward, debrief: What worked well? What challenges did they encounter? What would they do differently?

## Camping Essentials & Family Engagement

- Schedule a Camping Essentials training session for Scouters. This may take place:
  - During a regular Scouter Development Night (no youth), or
  - At a separate time that works for the Scouters' schedules.
- Review the Overnight Activity Plan and schedule a Family Engagement Meeting. This session should introduce parents to:
  - The Scouting program and its expectations
  - The upcoming overnight experience
  - General program activities such as camps, events, fundraising, and community involvement

## Scouter Development

- Meet individually with each Scouter to review their [Scouter Development Map](#) and establish a plan to complete their Wood Badge I training. Share this link for more information on [Wood Badge I](#)
- Work through the self-assessment quiz in the DHLC (Do this together to ensure understanding and accuracy):
  - Where did they start?
  - Where are they now?
  - Where do they need additional support?
  - Where can they find the resources and support they need?

- Submit each Scouter's Development Plan to the Group Commissioner and Scouting Relationship Manager/GSS.

## Parent and Youth Check-ins

- Between weeks 17–20, check in with parents to gather feedback on Program Quality using the provided QR code survey.
- Ask Scouters to meet individually with youth to review their Personal Journey:
  - Discuss progress and achievements.
  - Explore new goals and interests.
  - Engage parents in these conversations and introduce [Personal Achievement Badges](#).

## Personal Achievement Badge Resources:

- Beaver Scout Journey Card
- Cub Scout Journey Card
- Beaver Scout Personal Achievement Badge Template
- Cub Scout Personal Achievement Badge Template
- Scouter's Guide to Personal Achievement Badges
- Parent Guide to Personal Achievement Badges

## Final Program Planning

- By Week 20, the Scouters should complete their **Yearly Program Plan**.
- Ensure all upcoming **Program Challenges** are included (e.g. Great 8, Dragon Trail Quest), and consider adding completed challenges into the plan as well.
- Include plans for **Colony Swim-Up** and **Cub Moving-Up** ceremonies.

## Resources and other Topics to include while supporting your section:

### Topics to cover for each Section

Section Check List
Meetings
Section Opening
Section Closing
Code Of Conduct - Scouters
Code of Conduct - Youth
Meeting Template
Communication Tool for Scouters
Communication Tool for Parents
Contact Section Scouter - who?
Family Engagement Tool
Communication - FOMA
"Practice" Meeting with Scouters Youth
<b>Shared Leadership</b>
Scouters
Parents
Patrols - Why? How?

Section Leadership - share the load
Section Leadership Meeting
<b>General Info</b>
Games - what, when & why
Outdoor Adventure Skills
Personal Achievement Badges
Scouts for Sustainability
Investiture
Balancing your Program - Map
Winter Program Challenge (if applicable)
Sensory Bin/Calming Kit
Planning for the future! & Connection to Badges (OAS, RAB, Scouts for Sustainability)
<b>Crucial Conversations</b>
DHLC Session
Scouter to Scouter
Parent
Youth
<b>Linking</b>
With Group
Other Groups/Sections
Sections
<b>Safety</b>
AAF
Risk Mitigation
ERP
Youth Involvement
Fire/Evacuation Drill
2-Scouter Rule - Always!!
Sensory Bin/Calming Kit
Setting Youth Up for Success
1st Aid Requirements
<b>Resources</b>
Section Planning Guide
Section Meeting Template
On-Line Resources - Scouts.ca
On-Line Resources - DHLC
DHLC - Self- Assessment Quiz
YouTube Challenge

<b>Camp</b>
How to book a Camp
How to budget for a Camp
Date for Overnight
Date for Pre-Camp Visit - Safety etc.
Camping Essentials - Packing (for Youth & Families)
Camping Essentials - Menu Planning
Camping Essentials - Activity Planning
Camping Essentials - Family Engagement
Environmental Project/Activity
Community Service Project/Activity
<b>Metrics</b>
Completed Scouter Development Map
Completed Plan to complete WBI
1 Year of Planning with Guide
Parent Survey
Scouter Survey
2 Family Activities (minimum)
1 Environment Activity (minimum)
1 Community Service Activity (minimum)
2 Youth Section Leadership Meetings (minimum)
Scouter Info
Lose of Scouters - why/when/communication with SRM & GC
New Volunteers while with Section - why/communication with SRM & GC
Identify Contact Scouter
Identify 1st Aider for Section (ideally 2 Scouters)

### [Link to DHL - Scouter Sessions](#)

## Resources

\*Print QR codes that direct Section Scouters to the resources and include links in emails. This allows Scouters to reference the resource when required and saves printing paper. Be wise in your resources!

- [Section Scouter Resource page](#) – Most resources can be found on the Resource Tab on Scouts.ca. Volunteers can “click” on the appropriate Section to find resources that correspond with their Section.

### [Colony Scouter Resources](#)

## **Pack Scouter Resources**

### **Troop Scouter Resources**

- [Scouter Development Map](#) - Introduce the Scouter Development Map and discuss the options to obtain Wood Badge I and II. Each Scouter should determine where they are and what skills and competencies need to be developed at the beginning of support (insert survey link here). The Scouter Development Map should be reviewed again with each Scouter to determine where they are after the 17-20 weeks of support. Scouters need to be encouraged to visit the DHLC (David Huestis Learning Centre) to update their progress. At the end of support, a plan should be developed with each Scouter to complete their WB I within 1 year of registering. A copy of the plan should be provided to the Group Commissioner
- Icebreaker Activities: [Find Fun Ice Breaker Games | playmeo](#)
- Get to know you Games: [Getting to know you Activities](#)
- Splitting into patrol: [14 Fun Ways to Group Up Students \(venturelab.org\)](#)
- Review Games: [Reflection & Debriefing Team Building Activities | playmeo](#)
- Find the resource game: <https://prezi.com/view/wCMNPOvZGet02SmKnbvF/>
- Section Scouter Resource Page: [Section Scouters \(scouts.ca\)](#)
- Scouter Manual: [Scouter Manual - A Scouter's Guide to The Canadian Path \(scoutsca.s3.amazonaws.com\)](#)
- Section Promise, Law, & Motto: [Section-Scout Promise-final \(scoutsca.s3.amazonaws.com\)](#)
- Meeting Template: [Section-outdoor-meetings.pdf \(scoutsca.s3.amazonaws.com\)](#)
- Activity Finder: <https://www.scouts.ca/resources/activity-finder.html>
- Section Planning Guide: <https://www.scouts.ca/f/1o6o>
- [Pond Map - Colony](#)
- [Jungle Map - Pack](#)
- [Canadian Trails Map - Troop](#)
- Weekly Meeting Template: <https://www.scouts.ca/f/1hls8>
- Successful Patrol: <https://www.scouts.ca/f/1hl0g>
- Successful Section leadership Council: <https://www.scouts.ca/f/1exc>
- Mental Health and Behaviour Management: <https://www.scouts.ca/f/1heu8>
- Personal Achievement Badges: <https://www.scouts.ca/programs/personal-achievement-badges/personal-achievement-badges-Sections.html>
- OAS Skills: <https://www.scouts.ca/programs/sections/outdoor-adventure-skills.html>
- Icebreaker Activities: [Find Fun Ice Breaker Games | playmeo](#)
- Get to know you Games: [Getting to know you Activities](#)
- Splitting into patrol: [14 Fun Ways to Group Up Students \(venturelab.org\)](#)
- Review Games: [Reflection & Debriefing Team Building Activities | playmeo](#)
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  - Section Promise, Law, & Motto: [Section-Scout Promise-final \(scoutsca.s3.amazonaws.com\)](#)
  - Meeting Template: [Section-outdoor-meetings.pdf \(scoutsca.s3.amazonaws.com\)](#)
  - Activity Finder: <https://www.scouts.ca/resources/activity-finder.html>
  - Section Planning Guide: <https://www.scouts.ca/f/1o6o>

- Pond Map: <https://www.scouts.ca/f/1pq8>
- Weekly Meeting Template: <https://www.scouts.ca/f/1hls8>
- Successful Patrol: <https://www.scouts.ca/f/1hl0g>
- Successful Section leadership Council: <https://www.scouts.ca/f/1exc>
- Mental Health and Behaviour Management: <https://www.scouts.ca/f/1heu8>
- Personal Achievement Badges: <https://www.scouts.ca/programs/personal-achievement-badges/personal-achievement-badges-Sections.html>
- OAS Skills: <https://www.scouts.ca/programs/sections/outdoor-adventure-skills.html>
- Scouter Development Map: [scouter-development-map-en.pdf \(scoutsca.s3.amazonaws.com\)](https://scoutsca.s3.amazonaws.com/scouter-development-map-en.pdf)

**Technology** – it is a tool, and Scouting is an opportunity to demonstrate how and when to use it. It's more than social media!!

### Intro - there's an app for that!

- Safe Scouting App
- Seek
- All Trails
- What3Words
- Star Walk
- Knots 3D
- Safe Scouting and [Safe Scouting App](#)
- What other apps are available or that Scouters/you use to help?
- What would you like to know more about?
- What surprised you about this session?
- Do you need to do anything different?