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1 March 2022

To: LICs, GLs
Cc: RCs, DCs

Dear Leaders,

In 2021 the National Operations Committee supported a recommendation from the National Adults in Scouting Committee that the Adult Development Plan (ADP) be replaced with a suite of plans which focus on learning and development outcomes tailored to each adult member. The plans are delivered in 4 phases, described in more detail below.

The first three phases deliberately include the term *Individual* in the plan to reinforce that every plan must recognise the importance of a personalised approach to establishing a volunteer plan for each adult member of Scouting. These are the Individual Adult Volunteer Plans (IAVP).

The fourth phase also recognises the volunteer nature of the commitment to Scouting whilst providing a framework to document, discuss and agree expectations where the performance of an adult member is not meeting previously agreed expectations. This is the Adult Volunteer Performance Plan (AVPP).

The phases go as follows:

- **IAVP Phase 1** – to be completed by the adult member with their Team Leader when the individual first seeks to join Scouting as an adult member in a role which requires a Certificate of Proficiency.
- **IAVP Phase 2** – completed with the adult member immediately upon achievement of the Certificate of Proficiency.
- **IAVP Phase 3** – This phase encourages ongoing personal and skill development by the adult member after achievement of the Wood Badge.
- **AVVP Phase 4** – The Adult Volunteer performance Plan provides a tool to implement performance management in a manner consistent with the Adults in Scouting Standards.

Click here to read a more in-depth [Guide to Volunteer plans](#).

The forms can be accessed and downloaded from the Scouts NSW website on the [State Forms Page](#). Completion of forms need to be emailed to training@nsw.scouts.com.au for recording on Scoutlink.

Please note, from 1st April 2022, new Leaders will have to complete Phase 1 to be accepted onto Scouting Essentials.

Yours in Scouting,

Gai Green
State Commissioner Adult Training & Development

Child Safety in Scouting

Scouts Australia NSW is committed to operating as a child safe organisation and implementing child safe policies and practices in accordance with the elements of a child safe institution outlined by the Royal Commission into Institutional Responses to Child Sexual Abuse report entitled Creating Child Safe Institutions.

Remember

All suspicions, concerns or allegations about criminal matters or child protection matters should be reported directly to the Chief Commissioner, CEO, State Commissioner (Youth Protection & Issues Management) or the Manager of Safeguarding Youth, Issues Management and Research at the NSW State Service Centre. To make a report you may use the [online youth protection form](#), call 9735 9000 or email YouthProtectionTeam@nsw.scouts.com.au.

Imminent Danger

If a young person is in imminent danger, the matter should be reported directly and immediately to NSW Police on 131 444.

Where a report is made to the police, you should also subsequently notify the NSW State Office.

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