

## **Lochearnhead 2025 Young Person Booking Process**

### **Eligibility**

- Any Young person aged 10 1/2 to 18 at the time of the start of the expedition who is an invested member of the District
- Has a minimum of 5 nights away in a tent with scouting before 31st December 2024.
- Participants should be physically fit, able to swim 25m with buoyancy aid, be confident in water and able to ride a bike.
- Any Young People who are Cubs when they book their place will be expected to have moved up to Scouts before the expedition.
- Any Young People (including Young Leaders) aged 14 or over at the time of the expedition will be expected to have moved up to the Explorer Unit by the start of the expedition.
- Investitures of those moving section can take place on station; leaders should provide relevant badges/neckers if this is the case.
- Those new to the movement must be invested before the expedition.
- The only exceptions to this will be at the Scout to Explorer change on the same basis that a child would be kept down in the Troop i.e. medical condition etc, individual cases to be raised with the Station Master before places are allocated. In this event the Young Person will be put in a Scout patrol.

The planning team have the right to refuse or withdraw an application from any Young Person:

- who is not regularly attending Troop/Explorer Unit/or is a Young Leader,
- or who does not attend the scheduled Expedition Training Events or Kit Check
- has not completed 5 nights away in Cubs, Scouts or Explorers.
- or whose behavior gives cause for concern.

This applies up to the date of the expedition.

Any Young person turning 18 during the expedition will continue to be treated as a Young Person for the remainder of their time on station and should behave accordingly.

### **Booking Process.**

This process has been set up to ensure every eligible Young Person in the District has an equal opportunity to attain a place on the expedition. Numbers at single launch meetings have proved too great for Health and Safety reasons in the past.

- Group Contacts will provide the planning team with the details of all those in their group/unit eligible to attend.
- Places per group/unit will be allocated proportionally to the number of eligible Young People in their Group listed on the 2023 census.
- All eligible Young People in the District will be given an invitation to a launch presentation at their group/unit via their Group Contact.
- Those who will turn 14 before the expedition will also be given the date of the Explorer Unit presentation and may attend either. **The Explorer launch is at DHQ, 7.30pm Monday 27th November 2023.**
- On attending their Group/Unit presentation each Young Person will be given details of the online booking process.
- Applications can be made after the Group launch. **Applications will not be accepted that are received before the Young Person's own Group launch.**
- Where a Young Person will be an Explorer at the time of the Expedition, they cannot apply until after the Explorer Launch on **Monday 27th November at 8.30pm**, to ensure all current and future explorers have equal opportunity to gain a place.
- The link for booking will be given out at each launch meeting and young people can apply from this time. Any Young People not attending the group/unit session will be emailed the booking link immediately after the presentation by their Group Contact. Bookings will only be considered if received after a young person's own group launch, any received earlier than this will not be considered.
- Application forms day and time of arrival will be noted to ensure places are fairly allocated in order of receipt.
- For each group a list will be drawn up in order of booking and held until all group/unit presentations have taken place.
- Places will not be allocated immediately to ensure all applications have been received.
- If there are less applications than a Group's quota, that group will have two weeks from the date of their presentation to encourage Young People to apply. After this time spare

places will be allocated to those on waiting lists of other groups based on order received after presentation.

- Any Young Person who had a place on the 2021 Expedition that was canceled due to the pandemic will be offered their place first. They must apply to join this Expedition to be considered.
- After this process has been completed, key members of the planning team will meet to discuss and review those who have been successful in obtaining a place, at this point final lists will be issued to Groups to advise their Young People who has been successful and who is on the waiting list. This will be completed during the Autumn 2023 term.
- Those successful will be added to EMS (the Electronic Event Management System) using the adult's email address that was given on the application form. Further details, consent forms and payments will all be managed via this system. We will not be accepting cash or cheques.
- A non-refundable deposit of £70 must be paid for each attendee by 1st February 2024. This confirms their place on the Expedition. If a deposit is not received the place will be allocated to the next Young Person on the waiting list.
- 15 further payments of £42 will be scheduled on the 1st of each month and must be paid on time. Failure to make payments may result in the young person's place on the expedition being canceled.
- Waiting lists will initially be maintained in groups such that any drop outs from a group in the first month will be replaced by a Young Person from that group/unit. After 1 month from the issue of the places the list will be combined in order of receipt. Explorer drop outs will only be replaced by the first Young Person on the list who will be over 14 at the date of the expedition.
- If a young person cancels their place, any money paid will not be refunded until another young person has filled their place. In the event of a young person canceling and there being no-one left on the waiting list, refunds will not be made until after the expedition. The amount refunded will depend on any payments already made i.e. for activity bookings, accommodation etc. Parents/guardians can arrange their own cancellation insurance if they wish.

### **Please Note**

- a week cannot be chosen, they will be allocated.
- parents with more than one eligible child can request they are only offered places in the same or different weeks as preferred. (some prefer different weeks so they only need to buy one set of kit).

- If a Group needs to be split over the two weeks, Leaders from that Group will be asked to split the young people into the two weeks.