



Scouting Safely Responsibilities for Adult Leaders



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**Presented by the
Risk Management/Scouting Safely Committee**



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Scouting Safely

The BSA's Commitment to Safety

We are committed to abuse prevention by utilizing:

- Mandatory Youth Protection training.
- Criminal background checks.
- Banning one-on-one adult and youth interactions.
- Mandatory reporting of suspected abuse to law enforcement.
- A volunteer screening database.

We are committed to injury and illness prevention by integrating safety measures in our handbooks, literature and training materials, including the [Guide to Safe Scouting](#).

We expect leaders to use the four points of **SAFE** when delivering the program.

SAFE Scouting measures include:

- Youth are **Supervised** by qualified and trustworthy adults who set the example for safety.
- Activities are **Assessed** for risks.
- Prerequisite **Fitness** and **Skill** levels are confirmed before participation.
- Appropriate **Equipment** is utilized, and **Environmental** conditions are monitored.

When incidents do occur, we expect a timely, clear and complete incident report.

We are committed to learning from the data and modifying program guidance for the prevention of future occurrences



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BSA Program Appropriate Supervision Policy

The Boy Scouts of America has several programs which allow participation for individuals past 18 years of age and up to 21 years of age, which are defined as an adult for Youth Protection purposes but may be serving in program roles in either a leadership position or as a program participant shared with traditional youth. Individuals under the age of 21 who can participate in the program may be referenced as a “program participant (18-21)” or “program eligible (up to 21)”, where individuals over the age of 21 may be referenced as “not-program eligible.” Programs include, but are not limited to, the Order of the Arrow, National Youth Leadership Training, Venturing Officers Association, Sea Scouting, Exploring and camp staff.



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BSA Program Appropriate Supervision Policy

“Two registered adult leaders 21 years of age or over are required at all Scouting activities, including **all** meetings. There must be a registered female adult leader 21 years of age or over in every unit serving females. A registered female adult leader 21 years of age or over must be present for any activity involving female youth **or female adult program participants**. Notwithstanding the minimum leader requirements, age- and program-appropriate supervision must always be provided.”—*Guide to Safe Scouting (GSS)*

“One-on-one contact between adult leaders and youth members is prohibited both inside and outside of Scouting. In situations requiring a personal conference, the meeting is to be conducted with the knowledge and in view of other adults and/or youth. Private online communications (texting, phone calls, chat, IM, etc.) must include another registered leader or parent. Communication by way of social media (Facebook, Snapchat, etc.) must include another registered leader or parent.” – *Guide to Safe Scouting (GSS)*

Changes effective September 1, 2023



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PPC Program Appropriate-Supervision Policy

In addition to what is required by the BSA, it is the policy of the Patriots' Path Council that all participants under the age of 21 have appropriate program specific supervision in all forms of communications.

As such, any communication from an individual under the age of 21 must include two over-21 registered adults within the program, including advisors who represent all genders involved.

Approved July 27, 2022



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PPC Program Appropriate-Supervision Policy

Youth Protection policies for Patriots' Path Council programs are consistent with those of any Scouting event with youth members present as specified in the [Guide to Safe Scouting](#). For Youth Protection purposes, youth members are defined as those under 18 years of age, while anyone 18 years or older is treated as an adult.

**Important changes to Youth Protection Policies and
The Guide to Safe Scouting are coming
September 1, 2023**

Be Prepared!



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Patriots' Path Council Scouting Safely Resources



ppcbosa.org/scouting-safely



In Scouts, we will not compromise the safety of our youth, volunteers and employees. Safety is a value that must be taught and reinforced at every opportunity. We are all responsible and must hold each other accountable to provide a safe environment for all participants. It is critical to be familiar with and utilize the BSA's safety resources, including all of the following topics that will help your unit prepare for fun and safe adventures!

[File an Incident Report](#)

[Incident Reporting Instructions](#)

PPC RESOURCES

- › Insurance Coverages and Requests
- › Hold Harmless Agreements
- › Unit Scouting Safely Chair
- › PPC Program-Appropriate Supervision Policy
- › Outdoor Clothing Basics
- › NJ Tick Information
- › Additional Safety Trainings Available

NATIONAL BSA RESOURCES

- Scouting Safety
- Guide to Safe Scouting
- Youth Protection Resources & Training
- SAFE Checklist
- Safety Moments
- Annual Health and Medical Record
- Incident Reporting

[Policies, Guidelines and Model Plans](#)

[Health and Safety Forms](#)

[Training-Health and Safety](#)

[Personal Safety Awareness Series](#)

[General Health and Safety FAQs](#)

[GOT QUESTIONS?](#)



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Scouting SAFELY

Scouting Safety Responsibilities for Adult Leaders



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Scouting Safely Responsibilities for Adult Leaders

***Current Adult Leader Qualifications
BSA Code of Conduct
Incident Reporting***

All are vital components of Scouting Safely.



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Scouting Safely Responsibilities for Adult Leaders

*Who are your unit's
Adult Leaders?*

*What training do adult
participants need?*



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Scouting Safely Responsibilities for Adult Leaders

Changes Effective September 1, 2023

- All 18+ adults attending a Scouts BSA, Venturing, Sea Scout or Exploring OVERNIGHT event/activity must be currently registered in an *adult fee required position*.
- 18+ adults attending a Cub Scout event/activity who are not the parent or legal guardian of a Scout in attendance must be registered in an *adult fee required position*.
- Cub Scout parents or legal guardians taking part in an overnight Cub Scout program with their own child or legal ward are not required to register as leaders.

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BSA Adult Fee Required Positions

Unit Positions

Assistant Cubmaster
Assistant Scoutmaster
Assistant Webelos Leader
Assistant Den Leader
Chartered Organization Rep.
Committee Chairman
Committee Member
Cubmaster
Den Leader
Explorer Post Advisor
Lion Coordinator
Lion Den Leader
Mate
New Member Coordinator
Pack Trainer
Post Explorer Post Associate Advisor
Post Committee Chairman
Post Committee Member
Principal / Executive Officer
Scoutmaster
Skipper
Tiger Den Leader
Unit Chaplain
Unit College Scouter Reserve
Unit Scouter Reserve
Venturing College Scouter Reserve
Venturing Crew Advisor
Venturing Crew Assoc. Advisor
Webelos Leader

Council and District Positions

Assistant Council Commissioner
Asst Roundtable Commissioner
Asst. District Commissioner
College Scouter Reserve
Council Advisory Council
Council Assistant Treasurer
Council Associate Member
Council Camp Staff (Adult)
Council Camp Staff (Youth)
Council Chaplain
Council Commissioner
Council Committee Member
Council Executive Board Member
Council Expl/LFL Committee Chr
Council Expl/LFL Committee Member
Council Honorary Member
Council Member-at-Large
Council President
Council Religious Emblems Coord
Council Scout Alumnus
Council Service Team Chair
Council Service Team Member
Council Treasurer
Council Vice-President
District Exploring/LFL Committee
District Chairman
District Chaplain
District Commissioner
District Exploring / LFL Comm Chr
District Member-at-large
District Religious Emblems Coord
District Service Team Chair
District Service Team Member
District Vice-Chairman
LFL Stem Day Camp Staff (Adult)
LFL STEM Day Camp Staff (Youth)
Neighborhood Chairman
Neighborhood Committee
Roundtable Commissioner
Scouter Reserve
Unit Commissioner



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BSA Code of Conduct

Boy Scouts of America Scouter Code of Conduct

On my honor I promise to do my best to comply with this Boy Scouts of America Scouter Code of Conduct while serving in my capacity as an adult leader:

1. I have or will complete my registration with the Boy Scouts of America, answering all questions truthfully and honestly.
2. I will do my best to live up to the Scout Oath and Scout Law, obey all laws, and hold others in Scouting accountable to those standards. I will exercise sound judgment and demonstrate good leadership and use the Scouting program for its intended purpose consistent with the mission of the Boy Scouts of America.
3. I will make the protection of youth a personal priority. I will complete and remain current with Youth Protection training requirements. I will be familiar with and follow:
 - [BSA Youth Protection policies and guidelines, including mandatory reporting](#)
 - [The Guide to Safe Scouting](#)
 - [SAFE Checklist](#)
4. When transporting Scouts, I will obey all laws, comply with Youth Protection guidelines, and follow safe driving practices.
5. I will respect and abide by the Rules and Regulations of the Boy Scouts of America, BSA policies, and BSA-provided training, including but not limited to those relating to:
 - Unauthorized fundraising activities
 - Advocacy on social and political issues, including prohibited use of the BSA uniform and brand
 - Bullying, hazing, harassment, and unlawful discrimination of any kind
6. I will not discuss or engage in any form of sexual conduct while engaged in Scouting activities. I will refer Scouts with questions regarding these topics to talk to their parents or spiritual advisor.
7. I confirm that I have fully disclosed and will disclose in the future any of the following:
 - Any criminal suspicion, charges, or convictions of a crime or offense involving abuse, violence, sexual misconduct, or any misconduct involving minors or juveniles
 - Any investigation or court order involving domestic violence, child abuse, or similar matter
 - Any criminal charges or convictions for offenses involving controlled substances, driving while intoxicated, firearms, or dangerous weapons
8. I will not possess, distribute, transport, consume, or use any of the following items prohibited by law or in violation of any Scouting rules, regulations, and policies:
 - Alcoholic beverages or controlled substances, including marijuana
 - Concealed or unconcealed firearms, fireworks, or explosives
 - Pornography or materials containing words or images inconsistent with Scouting values
9. If I am taking prescription medications with the potential of impairing my functioning or judgment, I will not engage in activities that would put Scouts at risk, including driving or operating equipment.
10. I will take steps to prevent or report any violation of this code of conduct by others in connection with Scouting activities.



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BSA Code of Conduct

On my honor I promise to do my best to comply with this BSA Scouter Code of Conduct while serving in my capacity as an adult leader:

- Register Truthfully
- Live up to the Scout Oath and Law, obey all laws and hold others in Scouting to those standards
- Exercise sound judgment and demonstrate good leadership
- Use the Scouting program for its intended purpose consistent with the mission of the BSA
- Make the protection of youth a personal priority; complete and remain current with Youth Protection training requirements
- Follow BSA Youth Protection policies and guidelines, including mandatory reporting, [The Guide to Safe Scouting](#) and the **SAFE** Checklist
- When transporting Scouts, I will obey all laws, comply with Youth Protection guidelines, and follow safe driving practices
- Respect and abide by the Rules and Regulations of the BSA, BSA policies, and BSA-provided training, including but not limited to those relating to unauthorized fundraising activities; advocacy on social and political issues, including prohibited use of the BSA uniform and brand; bullying, hazing, harassment, and unlawful discrimination of any kind



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BSA Code of Conduct

On my honor I promise to do my best to comply with this BSA Scouter Code of Conduct while serving in my capacity as an adult leader:

- **I will not discuss or engage in any form of sexual conduct while engaged in Scouting activities. I will refer Scouts with questions regarding these topics to talk to their parents or spiritual advisor.**
- **I confirm that I have fully disclosed and will disclose in the future any criminal suspicion, charges, or convictions of a crime or offense involving abuse, violence, sexual misconduct, or any misconduct involving minors or juveniles; any investigation or court order involving domestic violence, child abuse, or similar matter; any criminal charges or convictions for offenses involving controlled substances, driving while intoxicated, firearms, or dangerous weapons.**
- **I will not possess, distribute, transport, consume, or use any of the following items prohibited by law or in violation of any Scouting rules, regulations, and policies: alcoholic beverages or controlled substances, including marijuana; concealed or unconcealed firearms, fireworks, or explosives; pornography or materials containing words or images inconsistent with Scouting values.**
- **If I am taking prescription medications with the potential of impairing my functioning or judgment, I will not engage in activities that would put Scouts at risk, including driving or operating equipment.**
- **I will take steps to prevent or report any violation of this code of conduct by others in connection with Scouting activities.**



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Youth Protection and Safety Training

Youth Protection and Safety Training are for **EVERYONE!**

All Adults participating in or accompanying Scouting activities should complete Youth Protection Training and Additional Safety Training appropriate for specific activities.



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Youth Protection and Safety Training



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SAFE Scouting Safely Tool

Leaders should always use **SAFE** when planning Scouting activities



Scouts and their parents expect all Boy Scouts of America activities to be conducted safely. To ensure the safety of participants, the Boy Scouts of America expects leaders to use the four points of **SAFE** when delivering the Scouting program.



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SUPERVISION

Youth are supervised by qualified and trustworthy adults who set the example for safety.

- Accepting responsibility for the well-being and safety of youth under their care.
- Ensuring that adults are adequately trained, experienced, and skilled to lead the activity, including the ability to prevent and respond to likely problems and potential emergencies.
- Knowing and delivering the program of the Boy Scouts of America with integrity.
- Using qualified instructors, guides, or safety personnel as needed to provide additional guidance.
- Maintaining engagement with participants during activities to ensure compliance with established rules and procedures.

ASSESSMENT

Activities are assessed for risks during planning. Leaders have reviewed applicable program guidance or standards and have verified the activity is not prohibited. Risk avoidance or mitigation is incorporated into the activity.

- Predetermining what guidance and standards are typically applied to the activity, including those specific to the Boy Scouts of America program.
- Planning for safe travel to and from the activity site.
- Validating the activity is age-appropriate for the Boy Scouts of America program level.
- Determining whether the unit has sufficient training, resources, and experience to meet the identified standards and, if not, modifying the activity accordingly.
- Developing contingency plans for changes in weather and environment and arranging for communication with participants, parents, and emergency services.



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FITNESS AND SKILL

Participants' Annual Health and Medical Records are reviewed, and leaders have confirmed that prerequisite fitness and skill levels exist for participants to take part safely.

- Confirming the activity is right for the age, maturity, and physical abilities of participants.
- Considering as risk factors temporary or chronic health conditions of participants.
- Validating minimum skill requirements identified during planning and ensuring participants stay within the limits of their abilities.
- Providing training to participants with limited skills and assessing their skills before they attempt more advanced skills.

EQUIPMENT AND ENVIRONMENT

Safe and appropriately sized equipment, courses, camps, campsites, trails, or playing fields are used properly. Leaders periodically check gear use and the environment for changing conditions that could affect safety.

- Confirming participants' clothing is appropriate for expected temperatures, sun exposure, weather events, and terrain.
- Providing equipment that is appropriately sized for participants, is in good repair, and is used properly.
- Ensuring personal and group safety equipment is available, properly fitted, and used consistently and in accordance with training.
- Reviewing the activity area for suitability during planning and immediately before use, and monitoring the area during the activity through supervision.
- Adjusting the activity for changing conditions or ending it if safety cannot be maintained.



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BSA Incident Reporting

In Scouts, we will not compromise the safety of our youth, volunteers and employees. Safety is a value that must be taught and reinforced at every opportunity. We are all responsible and must hold each other accountable to provide a safe environment for all participants. It is critical to be familiar with and utilize the BSA's safety resources, including all of the following topics that will help your unit prepare for fun and safe adventures!

[File an Incident Report](#)

[Incident Reporting Instructions](#)

Timely, clear, concise, and complete incident reports allow for an appropriate response and an opportunity for analysis while promoting continuous improvement of our programs. You can report incidents, near misses, and youth protection / membership infraction incidents to your local council or enter them yourself.

For all Youth Protection incidents, call the Scout Executive first.



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BSA Incident Reporting

An incident has occurred:

- 1. Take care of the injured/find a safe place.**
- 2. Preserve and document the evidence / take photos if appropriate.**
- 3. Complete an incident report and notify your local council.**



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BSA Incident Reporting

Incident Reporting Instructions

<https://www.scouting.org/health-and-safety/incident-report/>

So, how do I report an incident?

- Gather the facts using the tools below.

Incident Information Reporting Tool

Use this tool to report all injuries, illnesses, and incidents during Scouting activities or on council-owned properties that require the intervention of a medical provider beyond basic Scout-rendered first aid.

Download

Youth Protection/Membership Infraction Information Reporting Tool

Use this tool to report all allegations of abuse, violations of BSA guidelines or policies, inappropriate behavior by a Scout/Scout leader/parent/other.

Download

Near Miss Incident Information Reporting Tool

Use this tool to report near misses in programs such as COPE and climbing activities. A near miss is an incident that did not result in injury, illness, or damage by definition but that had the potential to have done so.

Download

The collage displays four forms used for reporting incidents in Scouting. The top-left form is the 'Incident Reporting Tool', which includes sections for 'General Incident Details', 'Medical/First Aid Information', and 'Witness/Subject Information'. The top-right form is the 'Youth Protection/Membership Infraction Reporting Tool', which includes sections for 'Allegation/Infraction/Policy Information' and 'Witness/Subject Information'. The bottom-left form is the 'Near Miss Reporting Tool', which includes sections for 'General Incident Details' and 'Near Miss Details'. The bottom-right form is another 'Near Miss Reporting Tool' form, which includes sections for 'General Incident Details' and 'Near Miss Details'.



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BSA Incident Reporting



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[File an Incident Report](#)

Welcome to Riskconnect. You are about to complete an electronic incident form that will result in a report for a Near Miss, Membership Infraction/Youth Protection or General Liability incident. Explanations of each incident type can be found below.

Once all data has been entered into the incident reporting system please take a moment to review each section for accuracy and completeness. When you are satisfied with what you have entered please click "Submit" on the submit page of your report. Once Submit is selected, the incident information will be transmitted to the National Service Center.

Please read the following descriptions carefully and choose the appropriate incident type on the next screen. Not all options appear at once; select "NO" if the option showing is not the appropriate incident type. Upon selecting "NO," the other incident types will appear one at a time in the order you see here.

- **NEAR MISS:** ** DO NOT USE THIS FOR COVID REPORTING **
Only choose this if your incident was an unplanned event that DID NOT result in injury, illness or damage - but had the potential to do so.
**Please Note that Youth Protection or Behavioral Issues should be submitted using the Membership Infraction option.
- **MEMBERSHIP INFRACTION**
Choose this if your incident dealt with behavior that puts a Scout's safety at risk, such as Youth Protection violations, allegations of abuse, self-harm, etc. Or that calls into question a registered leader or youth member's continued registration with BSA.
- **GENERAL LIABILITY:** ** USE THIS FOR COVID REPORTING **
Allegations of bodily injury, illness or property damage including employment matters.

[Create a New Incident](#)



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BSA Incident Reporting

The screenshot shows a web browser window with the URL `https://bsapublicintakeportal.secure.force.com/PublicIntakePortal?portalgroup=PublicIntakePortal`. The page header includes the Boy Scouts of America logo and the text "powered by riskconnect".

The main content area is divided into a left sidebar and a main form area. The sidebar contains the following menu items:

- Initial Questions
- General Incident Details
- Witnesses
- Submit

The main form area contains the following sections:

- Indicates Required Field** [Indicates Help Text](#)
- Membership Infraction** Yes No
- Near Miss** Yes No
- General Liability** Yes No

A grey bar at the bottom of the form area contains the text: "Please review all the fields above before clicking Save and Continue".

The Windows taskbar at the bottom shows the search bar with the text "Type here to search" and several application icons including the BSA logo, File Explorer, Calendar, PowerPoint, Excel, and Word.



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Questions and Feedback



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