

## Group Leader Calendar - November

You should hold a Group Council in November to discuss the following:

- Review your Group Development Plan and discuss whether it needs to be updated prior to meeting the County Commissioner to prepare for the annual QSE review (see GL Handbook item 130). Agree any changes at Group Council and amend accordingly.
- It is also the ideal time to visit the Programme Sections to review their programme for the Scouting year, their implementation of ONE Programme, and their readiness for the annual QSE review.
- On an administration level you must ensure that the database is updated, Review all "Pending" adults and check that all Scouter vetting is up to date. Distribute Garda/Access NI Vetting Forms to those who need to renew. While updating the database it would also be a good time to check what adult awards are due and get nominations in as soon as possible (see GL Handbook item 110). Don't forget those who have helped the Scout Group out during the year.
- You should also ask all Programme Sections to let you know when their investitures are taking place so you can plan to attend them.
- Encourage all Programme Sections to try out fire drills; it might be an idea to appoint a Fire Marshal in each Programme Section. Try out the drill at Group Council or at least discuss an evacuation plan.
- Provincial Support staff will be able to give you some advice on grants such as those provided via the Education and Training Boards, Library Boards (NI) and other agencies, so have a chat with your Group Support Facilitator or Provincial Support Officer to see what is available in your area.
- Christmas is just around the corner and there are a few things you should discuss for the upcoming festivities.
- Consider holding a Christmas fund raiser. If you are using 12 days of Christmas, remind all sellers of the date for returning tickets, allow sufficient time to get them to National Office on time.
  1. A Christmas good turn in the Community would be an ideal event to organise (e.g. Carol singing at a local nursing home, helping another organisation with a flag day or event, visiting a local hospital, putting on a Christmas show in your Scout Hall and inviting other youth groups).
  2. Discuss the possibility of holding a Scouters Christmas social evening. The social aspect is very important for all adult members from a team building and morale point of view.

**REMINDER: DEADLINE FOR APPLYING FOR ADULT AWARDS IS 31ST DECEMBER**