

## Returning to face-to-face Scouting Checker/Approver Checklist

Polish Scouting Association (UK Region) (PSA UK Region) ZHP Okręg w Wielkiej Brytanii

Have you read and understood the relevant guidance documents getting back together safely?	
Have you checked your current Government Guidance (and any local / regional guidance that may be in place) and the current Readiness level of PSA UK Region?.	
Do you have authority to check/approve return to face-to-face Polish Scouting for this /unit/group? Are you independent of the author of the risk assessments and action plan?	
Have you received a written risk assessment for each unit and for every environment the unit wishes to operate in? Has that been signed off by the Unit Leader?	
Do the risk assessments and action plan incorporate hazards and considerations identified in the appropriate guidance?	
Are all areas of the COVID code covered in the risk assessment?	
Are the control measures appropriate and adequate to keep scouting safe?	
Are the control measures achievable and realistic to be put in place?	

### People

Do they have enough volunteers to run each session safely and within ratios*?	
Are any volunteers or young people (or members of their household) vulnerable or shielding? Have they made appropriate adjustments to ensure they can still be engaged (where appropriate)?	
If the unit are proposing to run multiple sessions for smaller groups, do leaders have capacity for extra sessions or would you extend programme activity in alternate weeks, with activities to be done at home for those alternate weeks?	
Do the adult leaders meeting face-to-face have the appropriate up to date DBS checks??	
Has the unit agreed what to do if there is an incident, someone is injured, or shows signs of COVID-19 symptoms during a face-to-face meeting? Do all volunteers know what this is?	
Has the unit got a way of recording all attendance for each face-to-face session, including adults and visitors / helpers (track & trace) and are they able to keep it secure for six weeks?	
Has the unit produced a plan for how they intend to communicate with parents / carers?	

### Programme

If needed, are the group able to 'buddy up' with other units to ensure they can deliver a quality programme safely? Are there other volunteers in the Region/Country Commission (Hufiec/Chorągiew) that could support them?	
Is the unit considering adapting the programme of activities to reflect restrictions relating to Covid-19?	

Is unit able to ensure any shared resources used (surfaces and equipment) are kept clean, between users? Or have they identified alternatives options (young people bring their own)?	
Is the programme flexible enough to be delivered both at home and face-to-face (as requirements allow)? Can those who are unable to attend face-to-face still be included and engaged?	

### Places

Are you confident that the proposed meeting place(s) / venue(s) for running the programme meets Government guidelines? Including access consideration / drop off and pick up arrangements? Are there passing places or a one way system in place?	
Is there consideration of what facilities may be needed for handwashing, drying, alcohol hand gel and toilet facilities?	
Have travel implications been considered? How do volunteers and young people get to the venue? Is it within walking distance? Do people from different households usually car share or take public transport?	

### Decisions

Are you satisfied that the unit can restart face-to-face activity safely and in accordance with the framework and guidance? * Both Government and PSA UK Region Requirements.	
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\*Both Government and PSA UK Region Requirements