

YOUTH PROGRAMME POLICY

THE KENYA SCOUTS ASSOCIATION

2019

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VALIDATION OF POLICY

Validation signed on..... *29th Sept 2019*

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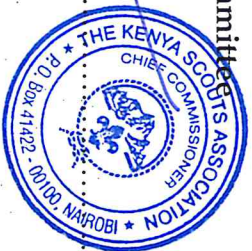
Signed by *Lydia Kiburu*

Ms. Lydia Kiburu

Chairperson, Executive Committee

Signed by..... *Victor Radido*

**Mr. Victor Radido
Chief Commissioner, KSA**



KSA VISION

Creating a better world.

KSA MISSION

Educating young people to play a constructive role in the society.

This is achieved by: -

Involving the youth throughout their formative years in a non-formal educational process.
Using a specific method that makes each individual the principle agent in one's development as a self-reliant, supportive, responsible and committed person.
Assisting them to establish value system based upon spiritual, social, and personal principles as expressed in the scout's law and promise.

KSA CORE VALUES

1. Professionalism
2. Transparency and Accountability
3. Integrity
4. Selflessness
5. God-Fearing

PREFACE

The Kenya Scouts Association is the national Scouting association of Kenya. Scouting was founded in British East Africa in 1910, and became a member of the World Organization of the Scout Movement in 1964. The Kenya Scouts Association (KSA) is the leading Scouting presence in Africa and the largest youth movement in Kenya where it was established in 1910. As part of the World Organization of the Scout Movement, KSA aspires to create a better World through provision of a value-based and skills-oriented education for young people. Scouting contributes to young people's education and development by providing a safe environment where young people can learn and grow by making decisions, doing and discovering for themselves, while experiencing fun, adventure and challenge. The Scouts' value system is based on three principles: Duty to God, Duty to others and Duty to self. Scouts values are expressed in the promise and law, a voluntary personal commitment to do one's best to adhere to an ethical code of behavior.

The Youth Programme Department is a subcommittee of the National Scout Board of the Kenya Scouts Association. It was established to implement policy decisions concerning the development and design, delivery and implementation of the youth programme (here in referred to as the department). The department shall be located at the Kenya Scouts Association Headquarters Nairobi. The department shall have a trickle-down effect (from national to grass root level) in the implementation of the youth programme.

The National Youth Programme Policy document outlines the guidelines on the implementation of the programme in all sections; Sungura, Chipukizi, Mwamba and Jasiri. The policy will guide the Scout leaders and the entire scout fraternity on the issues affecting the programme and how the programme can be enriched to suit the current and the future generation.

The Kenya Scouts Association through the programme team is geared towards giving a programme that is inclusive, relevant and well thought out to our young generation. The Policy addresses the need of the department in realization of the set goals in the WOSM priority areas and the current KSA strategic plan. This is the way to go in service delivery to our scouts.

It is expected that full commitment and compliance in the implementation of this Projects and Partnership policy will prevail. I therefore assure you of my unreserved support in its implementation. Thank you to all who worked hard to realize the development of this policy.

Victor Radido
CHIEF COMMISSIONER, KENYA SCOUTS ASSOCIATION

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ABBREVIATION/ACRONYMS

IT	Information Technology
JOTA	Jamboree on The Air
JOTI	Jamboree on The Internet,
KSA	Kenya Scouts Association
NGO	Non-Governmental Organization
NSB	National Scout Board
NSO	National Scout Organization
POR	The Policy Organization and Rules
WOSM	World Scouting Movement

DEFINITION OF TERMS

Gender equity

The process of being fair to girls and boys, women and men

Gender mainstreaming

The consistent integration of gender concerns into the design, implementation, monitoring and evaluation of policies, plans, programs and projects at all levels

Resource mobilization

The collection and utilization of resources to produce results according to needs and the given system of governance

Organizational evaluation

An assessment by KSA of a partner to ascertain their conformity or non conformity with the vision, mission and fundraising requirement for KSA

PART ONE: BACKGROUND AND INTRODUCTION

1.0 INTRODUCTION

In short, policies simply guide our actions. Policies can be guidelines, rules, regulations, laws, principles, or directions. They say what is to be done, who is to do it, how it is to be done and for (or to) whom it is to be done. This is what defines our course of action. The National Youth Programme Policy defines the rules and regulations to guide the implementation of the Youth Programme. This is the first KSA youth Programme Policy to be in force after a long time. This Policy outlines our rules, provides the principles that guide our actions, sets the roles and responsibilities, reflects on our values and beliefs and states our intention to propel the Youth Programme to greater height. This is our guide for action. It will guide all the stake holders and the Scouts as well. We look forward to a productive youth programme in the stipulated period.

1.1 BACKGROUND: THE KENYA SCOUTS ASSOCIATION EDUCATIONAL PROPOSAL

Kenya Scouts Association (KSA) is a registered member of the World Organization of the Scouts Movement (WOSM). It is a voluntary, on-political and educational Movement for young people open to all without distinction of origin, race, gender, creed or ethnic/tribal background in accordance with the purpose, principles and method as conceived by the founders as stated below;

a) Purpose

To contribute to the development of young people in achieving their full physical, intellectual, emotional, spiritual, social, and character potentials as individuals, as responsible citizens and as members of their local, national, regional and international communities.

b) Principles

Duty to God

Adherence to spiritual principles. Loyalty to the religion that expresses them and acceptance of duties resulting there from.

Duty to others

Loyalty to our country in harmony with the promotion of local, national, regional and international peace, understanding and co-operation/integration.

Participation in the development of society with recognition and respect for the dignity of one's fellow man and for the integrity of nature.

Duty to self

Responsibility of the one's self; realization of one's right to develop, learn and grow, learning to assert oneself, make one's decision, set aims and identify the necessary steps to achieve one's full potentiality.

c) Method

Is a system of progressive self-education that should be applied to all sections, taking into account the socio-cultural environment of the young people.

The Scout method is applied in the following ways:

Law and promise.

Learning by doing.

Membership of small groups (patrol system) requiring adult guidance, progressive discovery and acceptance of responsibility and training towards self-governance directed towards the development of competence, self-reliance, honesty and leadership skill objectives.

Progressive and stimulating programs (progressive scheme) consisting of varied activities based on one's own interest including games, useful skills and service to community, all taking place largely in an outdoor setting.

Symbolic framework or symbolic background where the scouts relate to their socio-cultural background in order to have a programmed that has a national touch.

Relationship between adults and young people where leaders have the responsibility to keep an eye on the young ones especially the Sungura, as they are delicate majority.

Life in nature, it is not just animals, trees, rivers e.t.c for scouts. Nature is a club where one can enjoy themselves, a laboratory where one feels closer to God and can worship Him in one's own way.

1.2. POLICY JUSTIFICATION

The Scouting Movement is for and about the young people. These young people need a programme that will enable them to contribute to their development in achieving their full physical, intellectual, emotional, spiritual, social, and character potentials as individuals, as responsible citizens and as members of their local, national, regional and international communities. KSA embraces the slogan "*For Youth and Development...* Since 1910" underscoring the importance of the young people. This policy is a guide to achieve this vision of providing a rich youth programme to our young people.

2.0 POLICY STATEMENT

Young People of today are faced with various unique challenges that will need unique ways of facing them.

Adults in Scouting are many and from all walks of life. They give their time and energy so that young people can enjoy the experience of Scouting. The challenge to KSA is that of ensuring that an adequate number of qualified adults, both in terms of motivation, and expertise will be available at all times.

Subsequently, the Youth Programme Policy has been designed to meet this challenge.

3.0 AUTHORITY/LEGAL FRAMEWORK

The policy derives its mandate from:

- i) The Kenya Scouts Act Cap 219 of the Laws of Kenya.
- ii) The Constitution of the Kenya Scouts Association 2016
- iii) The Policy Organization and Rules (POR)
- iv) Other departmental policies of the Association

4.0 OBJECTIVES

- i. Increase knowledge, skills and improve attitudes among the scouts so as to achieve holistic growth in all dimensions.
- ii. Facilitate the continual development of relevant Youth Programme materials in order to meet the ever-changing needs and aspirations of the youth, for continued growth of scouting in Kenya.
- iii. Ensure that the Youth Programme is based on fundamental principles and the Scout method as the means of achieving the purpose of Scouting. iv. Enhance the understanding of what the Youth Programme constitutes in Scouting.
- v. Improve infrastructure and increase resources for youth programme development, delivery and implementation.
- vi. Increase stake holders buy in of the Youth Programme through advocacy.
- vii. Integrate all young people into Scouting by initiating stimulating and challenging activities.
- viii. Regularly review/ update and appraise the Youth Programme.
- ix. Monitor, track and update the Scouts register and their progression.

5.0 SCOPE

The Youth Programme Department aims at developing ways and means by which the quality of Youth Programme at all levels in the KSA can be improved through addressing the needs and aspirations of young people, in order to attract and retain more young people to KSA. The policy recognizes that the needs and aspirations of young people are dynamic and keep on changing from time to time. The Youth Programme needs to be relevant, attractive, challenging and progressive.

6.0 GENERAL/GUIDING PRINCIPLES

- 1. Professionalism
- 2. Integrity
- 3. Shared Goals
- 4. Accountability
- 5. Equity and Fairness
- 6. Commitment
- 7. Consistency

7.0 PART TWO: POLICY GUIDELINES/PROCEDURES

7.1 DEFINITION OF THE NATIONAL YOUTH PROGRAMME POLICY

The National Youth Programme Policy is the totality of what young people do in Scouting (the activities), how it is done (the scout method) and the reason why it is done (the purpose).

The Policy endeavors to help the Association to realize the strategic plan: growth, quality and monitoring & evaluation. The document attempts to bring together the stake holders of the game of scouting; the scout leaders, the parents, the community and the management of the Association.

7.2 DEVELOPMENT OF THE YOUTH PROGRAMME.

Definition: The Youth Programme Development is the process of regularly re-appraising and adjusting the youth programme of Kenya Scouts Association to suit the needs and aspiration of young people and their Society. The KSA National Youth Programme development shall be based on:

- i. Reflection on the purpose, principles and method of Scouting as the foundation on which the youth programme is built.
- ii. Consideration of aims, objectives and priorities of the KSA, including the formation of appropriate educational objectives for the youth programme of each section.
- iii. Analysis of trends in the needs and interests of young people and the society in which they live.
- iv. Evaluation of practical experience with the current Youth Programme, taking into consideration feedback from the participating members.

The review of the Youth Programme shall be done regularly (at least 5years or may be as directed by the SB) through formal and informal means, and adjustments made according to the socio-economic and geographical situations in Kenya at the time.

7.3 THE NATIONAL YOUTH PROGRAMME COMMITTEE

The County Programme Commissioners shall elect the National Youth Programme Committee members.

The National Youth Programme Committee shall comprise:

- a. The Assistant Chief Commissioner, Youth Programme
- b. The National Youth Programme Executive - Ex-officio
- c. The National Youth Leader (s) (A male and a Female)
- d. Regional County Youth Programme Representatives (as per the Gazetted Regions by the Laws of Kenya)
- e. cooption will be done on ad hoc basis and in event of a partianship a representative will be co-opted

A County Programme Commissioner, interested in the position of the Assistant Chief Commissioner, Youth Programme shall apply, be vetted and cleared by the National Scout Board and seek elections from the Assistant County Scouts Commissioner Youth Programme

Duties of Assistant Chief Commissioner, Youth Programme

- a. Represent the Youth Programme Committee at the National level.
- b. Contribute to the development of the National Youth Programme Policy that is in tandem with the World Scout Youth Programme Policy.
- c. Chair the National Youth Programme Committee Meetings.
- d. Prepare for Presentation to the Board Technical Committee the department's annual/strategic plans, budget and the departmental reports.
- e. Sign the certificates earned by the Scouts in various activities.
- f. Coordinate the Youth Programme activities for all the scout sections.
- g. Coordinate the implementation and monitoring of the Youth Programme delivery.
- h. Create advocacy on the Youth Programme to stakeholders and partners.
- i. Coordinate research on Youth Programme matters.
- j. Coordinate regular development and evaluation of the Youth Programme to meet the ever changing needs of the youth.
- k. Liaise with other KSA departments in ensuring that the Youth Programme is well delivered and to the expectations of the Youth Programme Department.

iii. Qualifications of the Assistant Chief Commissioner, Youth Programme

- a) Skilled in Motivating, Coordinating and Managing others
- b) Creativity skills
- c) Strong Scouting background, with experience and /or training in youth programme
- d) Ability to work in harmony with others and to influence decisions

- e) Knowledge of Youth Development, needs, and aspirations of young people
- f) Be sensitive to the aspirations and needs of Scouts with challenges
- g) A graduate with at least a first degree
- h) A wood badge holder
- i) Honest and accountable
- j) Accessible and available
- k) Team player
- l) Communication skills
- m) IT literate
- n) Good role model
- o) Negotiation skills
- p) At least 26 years and not more than 60 years

Iv. County Scouts Youth Programme Committee

There shall be a **County Scouts Youth Programme Committee**.

The County Scouts Youth Programme Committee shall comprise of:

- a. The Assistant County Scouts Commissioner, Youth Programme as the **Chair person**
- b. County Scouts Youth Leader
- c. Assistant Sub-County Scouts Commissioner, Youth Programme
- d. Not more than 3 co-opted members

An Assistant Sub-County Scouts Commissioner, Youth Programme interested in the Assistant County Scouts Commissioner, Youth Programme position, shall apply, be vetted and cleared by the National Scout Board (NSB) and seek elections from the Assistant Sub-county Scouts Commissioners Youth Programme to become the Assistant County Scouts Commissioner, Youth Programme.

The qualifications of the Assistant County Scouts Commissioner, Youth Programme shall be as for the Assistant Chief Commissioner, Youth Programme.

v. Welfare of members

In the course of their duties, the National and County Youth Programme Committees of KSA shall provide members with:

- a) Transport, food and accommodation
- b) Opportunities for personal development.
- c) Out of pocket allowance as stipulated in the finance policy.

7.4 WORKING GROUPS, AD HOC COMMITTEES AND TASK FORCES

The National and County Scouts Youth Programme Committees shall constitute working groups such as ad hoc committees and task forces to work on specialized and emerging issues as shall be deemed necessary by respective committees. Such working groups, taskforces and working committee shall cease to be after the completion of such assigned tasks.

7.5 MEETINGS

- i. Committee meetings

The National Youth Programme Committee shall meet quarterly.

- a) The Chairperson of the committee shall be the Assistant Chief Commissioner, Youth Programme
- b) The Secretary shall be the National Youth Programme Executive.
- c) In the absence of the Chairperson or his/her vice Chairperson, the Committee shall appoint one member to chair the meeting.
- d) The quorum for the meetings shall be 50% of the members including the coopted and the Ex-officio.
- e) The Committee will replace a member failing to attend three consecutive meetings without proper reasons or apologies.

ii. County Youth Programme Committee Meetings

- a. The County Youth Programme Committee shall meet quarterly
- b. The Chairperson of the meeting shall be the Assistant County Scouts Commissioner Youth Programme.
- c. In the absence of the Chairperson or his/her vice Chairperson, the committee shall appoint one of its members to chair the meeting.
- d. The quorum for the meeting shall be 50% of the members including the coopted and the ex officio.
- e. The committee will replace a member failing to attend three consecutive meetings without proper reasons or apologies.

7.6 ROLES AND RESPONSIBILITIES

- i) National Youth Programme Committee
Their main duties shall be:

- a) Review and promote desirable standards in Programme Development and to encourage County Scouts Associations to adhere to and maintain the standards.

- b) Review the Youth Programme policy regularly and recommend changes to the National Scout Board of the KSA Council.
- c) Provide leadership and support County Scouts Associations' Youth Programme delivery and implementation.
- d) Publish relevant and appropriate documentations on Youth Programme
- e) Work closely with other committees and task forces of KSA.
- f) Plan and implement strategies aimed at continued improvement of the Youth Programme in Kenya and approve such publications.
- g) Carry out research/survey related to Youth Programmes as and when necessary.
- h) Secure and document souvenirs for the National Youth Programme Committee of KSA for proper knowledge management.
- i) Recommend various awards (for young people) to the Awards Committee or National Scout Board.
- j) Foster youth and material exchanges with other National Scouts Associations.
- k) Vet youth and adult Leaders to attend national and international events.
- l) Co-opt three (3) other committee members to serve in this committee.
- m) Prepare registration documents and participate in the recruitment of Scouts in all ages throughout the country.
- n) Design and produce standard, proficiency and other badges
- o) Recommend and sanction alteration or change of the Scout uniform
- p) County Youth Programme Committee

Its roles and responsibility shall be derived from those of the National Youth Programme Committee.

7.7 MEMBERSHIP

The Kenya Scouts Association Membership shall be through registration. The membership shall be renewed annually. Scouts, Scouting units, Sub- County Scouts Association, County Scouts Association and all adults in Scouting will pay an annual subscription, which will be reviewed regularly as approved by the NSB.

All members shall be identified via a unique code, which will be used to access the registration through the internet. Membership for Scouts, Scouting units, Sub- County Scouts Association, County Scouts Association and all adults in Scouting not renewed for one year shall automatically lapse. Life members are not affected by this.

Scouts sections

The Scouts sections shall be

- a. Sungura

Level - Lower Primary

Age 6 - 11 years

Color - Yellow

Formation - Sixes

Motto - Do your Best

Highest Award - Link Badge

b. Chipukizi

Level - Upper Primary

Ages 11 - 14 years

Formation - Patrols

Color - Green

Motto- Be prepared

Highest Award - Chui Badge

c. Mwamba

Level - Secondary School

Ages 14 - 18 years

Formation - Patrols

Color- Maroon

Motto - Look wide

Highest Award - Simba Badge

d. Jasiri/Rovers

Level -Tertiary institutions/ Out of School Level

Ages 18 - 26 years

Formation - Crews

Motto-Service

Color- Orange

Highest Award - Chief Scout Award

N/B: Upon attainment of 26 years, a Scout ceases to be a Jasiri Scout.

7.8 WARRANTED SCOUTS

i. Scout leaders 22 - 60 years

ii. Trainers 26 - 60 years

iii. Commissioners 26 - 60 years

7.9 FRIENDS OF SCOUTS

These are adults interested in supporting the game of scouting. They include;

- i. Parents of the scouts
- ii. The Scouts alumni
- iii. Corporate organizations
- iv. Other youth organizations
- v. Public Benefit Organizations
- vi. Religious organizations
- vii. Individual youth and personalities

The above could be warranted in line with the requirements.

7.10 THE YOUTH PROGRAMME

i. Definition of the Youth Programme

The Youth Programme is the totality of what young people do in scouting (the activities), how it is done (the scout method) and the reason why it is done (the purpose).

- a. **Totality:** The Youth Programme covers the complete span of young person's experiences in the movement. It is a progressive process of education and personal development through largely outdoor activities.
- b. **What:** The Youth Programme encompasses all activities that young people in Scouting take part in and they must be attractive and challenging to them.
- c. **How:** The Youth Programme in Scouting has one fundamental dimension which determines how it is carried out - the Scouts method: which is a system of progressive self- education through:
 - i. Scout Law and promise
 - ii. Learning by doing
 - iii. Patrol system
 - iv. Progressive scheme.
 - v. Symbolic framework or background
 - vi. Adult youth relationship
 - vii. Life in nature.
 - viii. Community Involvement
- d. **Why:** The Programme is based on the fundamental principles of Scouting - duty to God, duty to others and duty to oneself and is the means of achieving the purpose of Scouting.

ii. Youth Programme Delivery and Implementation.

There is need for an appropriate delivery network, project infrastructure in form of qualified and active leaders to carry out programme development and monitor the effectiveness of the programme of each sectional level.

The youth programme implementation shall be done through:

- a. Partnership between Scouts and adult leaders taking into account the Participants' interests, needs and abilities in each section level.
- b. A high-quality youth programme that is attractive to young people which is relevant to the social reality in which it is offered and which will also attract adult leaders committed to supporting the implementation.

NOTE: The National Youth Programme Committee will endeavor to:

- a) Enhance development and delivery of an effective youth programme that achieves the purpose of scouting.
- b) Facilitates the production of resource materials i.e. handbooks and other materials to support the implementation of the programme.
- c) Ensure close co-operation with national training team for the training and development of adult leaders; hence quality delivery of Youth Programme.
- d) Participate in the monitoring and evaluation of the youth programme.
- e) Analyze the role of leaders, identify their training and personal development needs and evaluate the effectiveness of that person in terms of its impact on the implementation of the Youth Programme.
- f) Facilitate resource mobilization for Youth Programme implementation.

NOTE: WOSM, through the World Programme Committee and the World Scout Bureau - African region, will assist in ensuring that KSA Youth Programme is faithful to the fundamental principles and method of Scouting and adapted to meet the needs and aspirations of young people hence unity in the Programme Policy and provide informal resource materials to enable the development and delivery of the Youth Programme.

iii. Indicators of a good Youth Programme

These include:

- a. Number of Scouts and units registered
- b. Improved ratio between Scouts and Scout Leaders
- c. The number of members receiving badges, awards or ranks.
- d. Improved image of Scouting within and without its perceived relevance and usefulness to the society.
- e. The number of Scouts in all activities i.e. camps, competitions, jamborees etc.

f. The number partners and support between Scouts and other organizations and individuals

iv. Evaluation and Reporting Mechanism

The Youth Programme Committee shall develop monitoring, evaluation and reporting tools to ensure the implementation of the Youth Programme.

7.11 SCOUTS ACTIVITIES

The Scout activities are derived from the five areas of growth dimensions which are; Spiritual, physical, Emotional, Social and Intellectual culminating to character.

- a. The activities shall be chosen according to the level and the capability of the Scout and the section therein.
- b. The activities shall be geared towards the implementation of the Scouts Programme so as to develop the Scout in their growth.
- c. These activities shall be and not limited to; competition, camp fire, Jamboree On The Air (JOTA)/ Jamboree On The Internet (JOTI), camporees, hikes, expeditions, picnics, pack holidays, out days, open days, excursions and sports.
- d. In the Scout programme, the activities shall be focus on the 6 developmental areas (dimensions- spiritual, physical, social, emotional, character, intellectual).
- e. All the activities shall be aimed at character formation and acquisition of life skills.
- f. The successive completion of the activities will be rewarded with the badges up to the highest level.
- g. Guidelines and the rules on how to conduct the scout activities shall be formulated by the Youth Programme Committee.

7.12 SCOUTS EVENTS

The Scout activities are the backbone of the Youth Programme. Being an educational movement, the Association has stipulated and programmed activities which the Scouts must do to earn the awards and recognition. The activities are derived from the thematic areas in the education dimensions. They include but not limited to:

- Camps
- Jamborees/Local/International
- Camporees
- Rover moots /Local/International
- Local and Internationals conferences
- State events – National days
- Community service
- UN Agencies events/ internal events
- Founderee/Founder's Day
- Patrons day
- Open & fun days
- Kenya Scouts Day

- Visits and tours
- Sungura day/pack holiday
- Competitions
- Any other as shall be deemed necessary by the Youth Programme Department.

Guidelines and rules to conduct scout events shall be formulated by the National Youth Programme committee and ratified by the National Executive Committee. Where necessary the National Executive Committee shall constitute the specialized taskforces and ad hoc committees to plan, implement, monitor, evaluate and report such events.

7.13 SCOUT UNIFORM

Refer to the Uniform Policy (2018)

7.14 BADGE SYSTEM & THE PROGRESSIVE SCHEME

There is an established badge system from Sungura to Jasiri Scout section. Scouts Leaders are not to wear proficiency and or standard badges. The badges they earned as Scouts shall be stuck on their camp fire attire. They shall only put on World Scout badge (fieu de lys) and Kenya emblem. However during their respective section troop meeting, they shall be required to have the section scarf.

Jasiri Scouts shall wear the Scout Leader's scarf when in the troop meetings of the lower section but wear Rover uniform when in their crew activities.

The County Youth Programme Committee shall constitute as shall be necessary, the badge examiners from volunteer resource person where the Scouts undertaking the proficiency badge are. The badges shall be awarded on the proof that a Scout has worked for it and not a mere award which has not merited the acquisition.

The assessment of the highest badge in any section shall be carried out by the Youth Programme Committee of the said county and the report sent to the Youth Programme Commissioner for approval.

Jasiri progressive scheme shall be in place and followed as the other sectional progressive scheme.

7.15 SCOUTERS RANKS

This policy identifies the Kenya Scout ranks within the Youth Programme as follows:

- a. Assistant Scout Leader
- b. Scout Leader
- c. Assistant Group Scout Leader
- d. Group Scout Leader
- e. Sub-County Scouts youth Leader
- f. Assistant Sub-County Scouts Commissioner, Youth Programme
- g. Sub-County Scouts Commissioner
- h. County Youth Leader
- i. Assistant County Scouts Commissioner, Youth Programme
- j. County Scouts commissioner
- k. Assistant Chief Commissioner Youth Programme

7.16 SCOUT CEREMONIES

This policy recognizes and stipulates the following scouting Ceremonies but not limited to:

- a. Raising or breaking flag ceremony
- b. Investiture ceremony
- c. Going up ceremony
- d. Social ceremonies – burials, weddings, baptism
- e. State ceremonies (public holidays)
- f. Campfire ceremony
- g. Standard badge award ceremony
- h. Scout own
- i. Handing over ceremony

NOTE: Rules and guidelines to conduct such ceremonies shall be formulated by the National Youth Programme Committee and shall be available in the Scout programme publications.

7.17 FLAGS

These are the various flags which are recognized by this policy.

- a. Patrol flags on the stave
- b. Troop flags
- c. Section flags
- d. NSO flags
- e. WOSM flags
- f. Events flag / Miniatures
- g. State flags (national)

- h. Pendants

NOTE: Guidelines on how and when to hoist different flags shall be availed in the programme book.

7.18 SCOUTS PROJECTS

The projects undertaken as the Youth Programme projects shall be;

- a. Used as part of the Youth Programme implementation: e.g. Food for life
 - b. Assist in acquisition of a certain badge e.g. computer, driving.
 - c. For generating income to the Scout units
 - d. To enrich the programme
- NB. Their interest should be looked into and any project should have sustainability mechanism.
- e. All projects must adhere to the Marrakech charter (1990).
 - f. All projects shall have a partnership deed.

7.19 SCOUTS COMPETITIONS

There shall be Scouts competitions which will be coordinated from the Sub-County, County and the National level.

Inter -Patrol Competitions are part of the Scout programme which enables the Association to assess the implementation of the Youth Programme. The competitors will be from Chipukizi, Mwamba and the Jasiri sections. Each competing patrol shall have 8 members (boys or girls) apart from Jasiri section which shall have 10 members.

There shall be;

- a. Unit Scout competitions
- b. Sub-County Scout competitions
- c. County Scout competitions
- d. Regional/Cluster competitions
- e. National Scouts competition
- f. Zonal Scout (Eastern Africa Scout competitions)

The guidelines for organizing, questionnaire setting, moderation, and questionnaire administration and the handing in of the results and reporting shall be formulated by the Youth Programme Committee, and shall be available in the Scout publications. Relevant induction for the management of the competitions shall be organized by the Youth Programme Department in liaison with the training committee. Competitions at all levels shall be guided by the National Competitions Guidelines.

i. Questions setting, moderation and administration

There shall be an established taskforce for the setting and the moderation of the competition questionnaire. The taskforce shall receive questions from selected persons and moderate them so that a complete set will be ready by commencement of the competitions. Counties shall have authority to organize and manage competitions at their Sub-Counties, and the unit levels.

ii. Management and Administration

The competition will be well managed by qualified assessor who will be selected by the National Youth Programme Committee in consultation with the Training Committee.

iii) Rules and guidelines of Scout Competition

The National Youth Programme Committee shall formulate rules and guidelines for the competitions. All the participating teams shall adhere to the set rules of the competition and any violation of the said rules will lead to disciplinary measures.

iv.) Assessment

There shall be a competition assessment team at the county, regional, national and the zonal level.

The entire assessment team must have undergone the Competition assessment course.

v.) Reporting and results

The results will be announced at the end of the competition in presence of every participant.

vi.) Conduct of the Assessors

The appointed assessors shall carry out the assessment diligently without compromising their integrity. Any assessor found guilty of compromising the standards in whatever way shall be guilty of an offence and shall be suspended and finally banned from assessment. Assessors shall not ask for meals and drinks from the Scouts.

vii.) Recognition

There shall be recognition of the winners in every section with certificates and prizes. Various categories of recognition shall be identified by the National Youth Programme Committee.

NOTE: The County Scouts competitions shall be carried out in the same week across the country. Planning and the management of the County Scouts Competitions shall be by the County Scout Board. Assessors shall be from the region but the chief Assessor shall be appointed by the County Youth Programme Committee.

The Cluster Scout competitions planning shall be done by the Cluster County Scout Team, but the management and assessment of the competitions shall the responsibility of the National Youth Programme Department.
National competitions shall be planned and managed by the Youth Programme Department and the assessors drawn from the counties. Likewise the East Africa Scout Competitions and the Zonal Youth Forum meeting shall be planned and managed by the Youth Programme Department. All the competitions apart from the Zonal ones shall not exceed three days and preferably done towards the weekend.

7.20 INTERNS AND VOLUNTEERS

The Youth Programme Department shall recommend for recruit such personnel as required to perform certain tasks and duties at any given time as interns and volunteers. Their recruitment shall be as stipulated in the HR manual.

7.21 TOKENS OF APPRECIATION

Wages, honoraria and other monies as negotiated between the department and such parties shall be approved by the National Scout Board as may be provided for in the financial policy of KSA.

7.22 RELIGION IN SCOUTING

Reference shall be made to the Kenya scouts Association Constitution article IV section 2

7.23 INTERNATIONAL EVENT REPRESENTATION

The international Scouts' gatherings are one of the activities in the Youth programme and unite the fraternity of scouting. As such, representation from Kenya to such gathering is of paramount importance.

NOTE: The Youth Programme Department shall vet all the members who will attend the international activities in liaison with the International Commissioner as stipulated in the International Relations Policy 2018.

7.24 SCOUTER WARRANTS AND VALIDATION OF CERTIFICATES AND RANKS

To operate as Scouter and for issuance of certificate, the Youth Programme Department will ensure such warrants and certificates are issued in accordance to the POR article 17.

7.25 MERCHANDISE

Scout uniforms and Programme books to be sold in the Scout shop shall be directed by the Youth Programme Committee and the persons in charge to be well equipped with the Youth Programme knowledge. Rules regarding the sale of the merchandise shall be adhered to.

7.26 COMMUNITY AND PARENTS INVOLVEMENT

The Scout activities shall involve the parents and guardians of scouting and the community.

7.27 UNIT ESTABLISHMENT

The Scout unit formation shall be in accordance to the POR and the authority of the sponsor. There shall be two types of units:

- a. Open Unit – shall be started by Scout Leader and run in the community i.e. churches or estates.
- b. Closed Units - shall be run in the learning institution whether public or private.

7.28 SCOUTING AND GENDER ISSUES AND CHILDREN'S RIGHT.

All the Scout activities shall adhere to the gender issues and the rights of children as stipulated in the Child Protection Policy and the Kenyan Constitution.

7.29 CODE OF CONDUCT

Code of conduct and integrity shall be adhered to as stipulated in the code of conduct policy and the other policy documents of the Kenya Scouts Association.

7.30 RECOGNITION

The Scout families to be recognized shall be:

- a) Scouts
- b) Scout leaders
- c) Commissioners
- d) NSB members
- e) Alumni
- f) FOS (friends of Scouts)
- g) Corporate institutions

NOTE: Outstanding and exemplary performance shall be recommended for award by the National Youth Programme Committee to the Awards Committee.

7.31 YOUTH FORUM IN SCOUTING

Refer to the Kenya Scouts Youth Forum Guidelines

It shall be made up of:

- a. Rover Crews (As the minimal sub-unit)
- b. Sub-County Youth Leader
- c. County Youth Leader
- d. National Youth Leader

The following is the structure of the Youth Forum:

1. The Sub-County Scouts Youth Forum shall comprise of:
 - a. The Sub-County Scouts Youth Leader as the chairperson

- b. The patrol leaders
- c. Crew leaders
- d. Sub-County Scouts Commissioner, Ex officio
- e. Sub - County Youth Programme Commissioner, Ex officio

2. The County Youth Forum Committee shall consist of:

- a. The County Scouts Youth Leader as the chairperson
- b. Sub County Scouts Youth Leaders
- c. The County Scouts Commissioner or Their representative, AS Ex Officio
- d. The County Scouts Youth Programme commissioner, as Ex Officio

3. National Youth Forum Committee shall comprise of;

- a. The National Youth Leaders
- b. The Cluster Youth Leaders
- c. The Assistant Chief Commissioner, National Youth Programme as Ex Officio.
- d. The National Youth Programme Executive, as Ex Officio

NB: The Youth Leaders shall serve for 3 years and shall be of a minimum age of 18 years and maximum age of 24 years upon election. Upon attaining 27 years he/she shall relinquish the post.

Refer to the Kenya Youth Forum Guidelines, as an annex to this policy.

7.32 EXTENSION SCOUTING PROGRAMME (ESP)

The Extension Scouting is a means of reaching out the underprivileged and disabled Scouts. It is one of the WOSM priority areas. KSA has an elaborate programme to reach out these Scouts as stipulated in the ESP policy which is an annex of this policy.

7.33 CHILD PROTECTION

Chapter Five (5) of the Kenyan Constitution contains the Bill of Rights, which offers protection for the safeguards of the individual rights and freedoms for every Kenyan. These include the right to association, movement, secure protection of the law, religion and conscience, and the right to life.

In tandem with the constitution, all the Youth programme activities shall adhere to these rights and promote children's protection. The children's protection policy shall be an annex of this policy.

8.0 POLICY IMPLEMENTATION

1. This policy document shall take effect after the approval by the National Youth Programme Committee endorsed by the NSB and to be noted by the next Annual General Meeting (AGM).
2. For effective implementation of this policy, KSA has the responsibility of funding the Youth Programme which is the backbone of the Association.
3. The Executive Committee shall be charged with responsibility of the administration and management of finances and other resources allocated to the department.
4. The Executive Committee shall be kept updated on the progress of the implementation of this policy.

9.0 MONITORING AND EVALUATION

Monitoring, Evaluation and Learning (MEAL) will be done through:

1. Regular field visits from both by the KSA HQ Youth programme department and the Youth programme committee
2. Stringent auditing of funds given to the Youth Programme
3. Evaluations and impact assessments of the Youth Programme

10.0 POLICY REVIEW

In order to remain faithful to the principles on which it is based, the Kenya Scouts Association, Training and Development Policy shall be reviewed regularly by the National Training Committee. Final approval shall be sought from the National Scout Board for any amendments made on this policy. The National Scout Board shall be kept updated on the progress of the implementation of this policy. This Training and Development Policy is subject to the Kenya Scouts Association Constitution of 2016. The Policy shall be reviewed every three years after a new strategy is formulated.

The National Youth Programme policy of KSA may cease to be in effect in the event that:

- a. It is Repealed by the National Scout Board
- b. NSO is dissolved
- c. There is Reorganization or merger of the subcommittees by the National Scout Board.

11.0 PROPOSED PUNITIVE MEASURES

KSA affirms that any person who violates the guiding principles of this policy will be liable to a disciplinary action by the Association as deemed fit by the National Scouts Board. The Kenya law shall also apply as per case basis.

12.0 ANNEXES

1. KSA Child Protection Policy
2. KSA Gender, Women and Children Policy
3. Kenya Youth Forum Guidelines
4. Extension Scouting Policy
5. Youth Involvement and Engagement Policy
6. KSA Uniform Policy
7. KSA International Relations Policy

13.0 POLICY REVISION HISTORY

Version	Date	Description	Approved By
1.0	2/09/2016	Youth Programme Policy	National Executive Committee
2.0	29/09/2019	Youth Programme Policy	National Scout Board