**You can use the following suggested format to work up to your finished program.**

**Step 1   Agree on your Group, District, Region, State etc  activities**

At a Group Council & with your PLs, select the Group, District, Region, State etc  activities that your Group/Section/Unit wants to do in the coming 6+ months eg (Jamboree, JOTA, District Camp, family camp, fundraising, District pack holiday, combined unit nights, ARP, Going Up ceremonies etc).

From this review you will probably fill up 2 out of the 10 weeks in the term.

**Step 2    hand out the “Activity Suggestions” form to Youth & Leaders**

Take some time during the term/camp etc to have a Patrol meeting & then a Unit meeting and work out what you & the Unit want to do for the 8 remaining weeks & weekends.

 Sometimes the **leaders** will have a suggestion that most want to do and other times the **scouts** will have good ideas.

One way is to split up into patrols (with an adult nearby to**assist**and get the feel of what the youth want to do), when they come up with suggestions, discuss the merits and try to see who will **assist or lead** in those nights etc.

Try not to just get a bunch of ideas that you have to modify completely to make them work. Put as much detail as you can on the “Suggestion “form.

 Sometimes the offer from scouts to **assist or lead** may happen later, during the term.

**Step 3   Write up the “Term Program” from the suggestions.**

For each activity allocate a leader, duty patrol (parades etc) & parent helpers.

 Then call a meeting of leaders and interested youth before the end of the school holidays to action step 4.

**Step 4  Night or day “Activity planner” at end of school hols ?**

With the 10 nights of the term finalised you now need to organise what happens on the actual night. Make up a single sheet for each night/activity and discuss it with the members as to who wants to be involved and what they can do. You now have the basis for the night and it is up to the coordinating leader to ensure it happens.

**Step 5  “Planner for Youth to lead or Assist”**

Discuss the final term program with all the members as early as possible (& on a regular basis during the term) and see who wants to help out in running the various activities.

If they are assisting or leading then give them a **"Planner**" and ask them to work with the leader for that activity.

**Step 6  “Special Interest badge planner “**

These are individual badges that the members plan themselves (or maybe in patrols/Unit)

If youth are in doubt then assist with suggestions as to what challenges they may include.

**Step 7 Find a piece of corflute or similar board (approx 2m by 1m)**

Stick a copy of the program at the top of the board and then copies of the night/activity planners (step 4) underneath. Put this board/planner in the hall each week so that the youth can see what is coming up and can volunteer for **assisting/leading** etc.

**This can also be good for Bring a Friend, new chums & parents.**

**** Term 2 Who is doing what ?

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Day & Date |  Location, Activity, Times  | Challenge, SIA & OAS areas | Duty Patrol | Youth assist or lead | Leaders & parents supporting on the night |
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