

	Gasóga na hÉireann/Scouting Ireland			
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	SID-CCD03	11 <sup>th</sup> Nov. 2017	11 <sup>th</sup> January 2020	January 2023
	Category: Complaints, Conflict and Disciplinary			
<b>Disputes Policy (Youth Members Under 18)</b>				

Related Documents
SID-CCD01 - Scouting Ireland's Grievance and Disputes Process
SID-CCD02 - Scouting Ireland's Conflict Resolution Policy and Guidelines
SID-CCD04 - Scouting Ireland's Disciplinary Process
SID-39/05 - Scouting Ireland's Code of Good Practice
TOR-SUB04 - Disputes Resolution and Appeals Panel – Terms of Reference

Revision Schedule		
Revision	Date	Description
C	11/01/2020	Amended to incorporate matters relating to written records
B	18/11/2018	Minor Revisions
A	10/02/2017	Minor Revisions

### **Scope of Scouting Ireland's Disputes Policy (Youth Members Under 18)**

Scouting Ireland's Disputes Policy (Youth Members Under 18) is designed to cover any dispute raised by a Youth Member under the age of 18 or their parent(s) on their behalf.

**NB: Any matter that is raised by any member of Scouting Ireland or any other person that concerns safeguarding issues should be referred immediately to the Safeguarding Manager or Designated Liaison Person in National Office by the recipient of the initial complaint or the Disputes Resolution and Appeals Panel (DRAP).**

### **Disputes Pertaining to Youth Members and/or their Parents**

Based on historical evidence, as collated by National Office, a common form of dispute received by Scouting Ireland is those disputes raised by our Youth Members and/or their parent(s) on behalf of their children. These tend to revolve around issues such as those decisions taken by Scouters concerning the child's behaviour and discipline, suitability to represent the Group in a competition, suitability to be a leader within a Patrol, etc. (this list is not exhaustive).

Any dispute of this nature that is raised by a Youth Member, or a parent on behalf of a Youth Member, must be dealt with wholly and exclusively by the Scout Group to which the Youth Member(s) belongs. Should the parent(s) and/or Youth Member lodge the dispute at any other level of Scouting Ireland, other than the Group, then the person lodging the dispute should be directed back to the Group Leader (or an alternative member of the Group, as appointed by the Group Council, if the Group Leader is named in the dispute).

All such disputes will be managed and arbitrated on by the Group Leader and/or Group Council (depending on the nature of the dispute). The Group Leader (or an alternative member of the Group, as appointed by the Group Council, if the Group Leader is a party to the dispute) should take a written record of the particulars of the dispute from all parties to the dispute. The Group Leader (or person appointed by the Group Council) should then endeavour to resolve the dispute by using Scouting Ireland's Conflict Resolution Policy and Guidelines (SID-CCD02).

In addition to this, and only if the Group require it, assistance to the Group can be obtained by way of a conciliation service via National Office.

If after following these procedures the Group Leader (or person appointed by the Group Council) is unable to resolve the dispute amicably, then it will be for the Group Council (as a whole) to consider the circumstances of the dispute and make a further attempt to establish if an amicable agreement can be reached.

All decisions reached by the Group Leader and/or Group Council on matters of this nature shall be final and binding.

Any dispute that is raised by a Youth Member and/or their parent(s) on behalf of their children, on an issue that extends beyond the parameters of the Group, should be referred to the Group Leader and/or Group Council (depending on the nature of the dispute), in order that it may be dealt with in accordance with the guidance as outlined above.

Should the Group Leader/Group Council require advice and/or guidance at any stage as to how to handle any particular aspect of disputes of the nature as outlined in this document, they should make this request (in writing, setting out the full particulars of the dispute) to the DRAP. Any such request for advice must be made in advance of the Group Leader/Group Council making their final decision on the dispute.

### **Matters Relating to Written Records**

For the purposes of this policy all such written records must be kept securely on file by the Group for as long as this process takes and then for a further 6 months thereafter. Six months after the process has concluded all data will be destroyed and/or shredded.

The data that is collected is accessible to all those engaged by way of Scouting Ireland's Disputes Policy (Youth Members Under 18) and to authorised administrative staff in Scouting Ireland's National Office.

In general, we will only retain information for the duration of the Disputes Policy (Youth Members Under 18) and a further six months thereafter. However, Scouting Ireland reserves the right to retain essential data beyond the usual six months in certain circumstances. This will depend entirely on the circumstances of each case. This does not affect an individual's rights under personal data legislation and will only be necessary in order for Scouting Ireland to comply with associated legislation.