

**PART A** (To be completed by The Boys' Brigade)

**Company:**

**Leader in Charge:**

**Address:**

**Contact Telephone Number:**

**Email address:**

It is advised that parents/guardians make a note of the above details.

**PART B** (To be completed by the \*Parent/\*Guardian) \*Please delete as appropriate.

**Child Details**

**Full name of member:**

**Date of birth:**

**Medical Details**

**Name of child's Doctor:**

**Address of child's Doctor:**

**Doctor's telephone number:**

**National Health Service Number:**

**Details of any medical conditions or allergies leader should be aware of** (including any medication needed whilst at BB)?

**Special Needs**

**Please give details of any particular needs your child has to enable them to participate in BB activities:**

**Parent/Guardian Contact Details**

**Address:**

**Post code:**

**Telephone (Home):**

**Telephone (Mobile):**

**Email address:**

**Relation to child:**

**Alternative Contact Details**

**Address:**

**Post code:**

**Telephone:**

**Relation to child (if any):**

**Permission**

I give permission for the child above to attend and take part in the activities of the company. A list of usual company activities is on the back of this form.

**Signed parent/guardian:**

**Print Name:**

**Date:**

**Photographs**

It is possible that BB members may appear in photographs of company activities that will be used for publicity purpose (e.g. Church/Company Newsletter, Local Press, BB Website etc). Personal information such as address and medical details of individuals will not be disclosed. However if you would prefer your child not to be included in such photographs please indicate here:

*If individuals indicate they do not wish to appear in any BB publicity that wish will be respected.*

The Boys' Brigade is registered under the Data Protection Act. Any parent may request a copy of the relevant information held by the Company and enquires should be directed to the Brigade Headquarters.

**PART C** (To be completed by the Parent/Guardian and the Child)

I have read the behaviour code on the back of this form and agree to support and abide by it. A full copy of our behaviour code is located in the welcome booklet and can also be found on our website for your reference.

**Signed parent/guardian:**

**Signed child:**

# Usual Activities

All activities including games, competitions and classes, Church Parades and other services, and other events organised by the Company, Church, Division, Battalion or District, not involving an overnight stay or a journey of more than one hour in duration.

## Behaviour Code

### Do

- Come to section meetings as regularly as you can - every week if possible.
- Arrive on time and in full uniform unless advised otherwise.
- Treat everyone, boys and officers with kindness and respect.
- Join in and work as a team.
- Be a good sport.
- Pay attention and listen when an officer is talking or giving instructions.
- Attend parade services in church. (2nd Sunday each month).
- Be well behaved in public; conduct yourself in a manner which brings you credit and also the company and the Boys' Brigade.
- Come and have FUN!!!!

### Do Not

- Use bad language or verbally abuse other people.
- Fight or physically harm anyone.
- Make fun of anyone because they are different from you.
- Bully any other boy(s).
- Cause any damage to the building or its fixtures.
- Bring inappropriate items to meetings.
- Tell lies or take things which don't belong to you.
- Waste time or be disruptive, especially during devotions.

### What will happen if you break the rules?

It is important that all boys' in the Company are safe and feel safe. In situations where behaviour does not meet expectations, the incident will be discussed with the boy to find out what has happened, to remind him of expectations and to explore how to avoid the situation occurring again. The boy may receive a verbal warning, and if difficulties continue a leader will speak to the boys' parents. If the problem is reoccurring and others are placed at risk, a boy may be suspended from the Company for a leave of absence while a productive way forward is sort. As a last resort, the boy may be asked to leave the Company.

As leaders of the 73rd we will:

- Set a you a good example and keep all the rules you are expected to keep.
- Be mindful of your safety at all times.
- Listen to you and give you help and advice if you have a problem.
- Reward your achievements and help you to correct your failures.
- Explore with you the challenge of the Christian Faith.
- Prepare interesting, educational and fun activities for the section meetings.
- Organise exciting trips and outings.

### Procedures for discipline

Depending on the type and severity of the incident:

1. Any leader to deal with the situation there and then, by talking to the child, explaining the consequences of their actions and to remind them of expectations.
2. If difficulties continue, the leader in charge of that particular section to have an informal chat with the parent(s) at the end of the session.
3. Letter to be written by leader in charge & Company Captain to arrange a consultation with the child's parents. As a result of the consultation, a strategy is to be discussed and agreed mutually between both parties on how to proceed from here.  
The Church Minister is to be informed at the beginning of this stage and will be involved in the consultation with the parents and the Company Captain in order to evaluate future conduct.  
It may seem appropriate for the child in question to have certain privileges revoked or may be requested to take a leave of absence.
4. Captain and Minister to arrange a meeting with the child's parents to ask them to leave to Company.

Notwithstanding the above, immediate action may be necessary to ensure the wellbeing and safety of members of the Company.