

BRING A FRIEND

Demonstrating our Mission in Action



| | CHECKLIST ITEM | TIPS |
|--------|---|---|
| PLAN | <ul style="list-style-type: none"> <input type="checkbox"/> Select a date. <input type="checkbox"/> Ask the youth in your Section what activity they would do at the Bring-a-Friend adventures. For ideas visit Scouts.ca. <input type="checkbox"/> Facilitate the Plan portion of the event trail card with the youth in your Section. <input type="checkbox"/> Two weeks before the Bring-a-Friend event, ask youth to fill out an invitation to at least 2 friends. <input type="checkbox"/> E-mail the invitations to parents to circulate to their friends electronically. <input type="checkbox"/> Create a Facebook event where parents can invite their friends to join in. | <ul style="list-style-type: none"> <input type="checkbox"/> Engage the youth in your Section in the planning process. <input type="checkbox"/> If you have a small section, invite another Section or Group to join you. <input type="checkbox"/> Enable your guests to experience Scouting at its best-outdoors. <input type="checkbox"/> Plan a meaningful give away for your guests like a necker, crest, or a takeaway related to the event. <input type="checkbox"/> Plan to have extra Scouters at the event to remain at ratio with your extra guests. |
| DO | <ul style="list-style-type: none"> <input type="checkbox"/> Welcome your visitors upon their arrival. <input type="checkbox"/> Sign your guests in. See the Parent Sign-In Sheet. <input type="checkbox"/> Set up a space for visiting parents to observe the meeting. <input type="checkbox"/> One Scouter should stay with the parents to answer any questions they may have and tell them about the program. <input type="checkbox"/> Bring a laptop to allow and help parents register on site. <input type="checkbox"/> Provide each parent with a package including the recruitment brochure and two free session coupon. | <ul style="list-style-type: none"> <input type="checkbox"/> Include the parents in the program activity where possible. <input type="checkbox"/> Tell parents of the great adventures the Section has planned for the year. <input type="checkbox"/> If there is a Youth Spokesperson in your area, invite them to tell parents how Scouting has impacted their life. (contact aScoutis@scouts.ca if this interests you.) <input type="checkbox"/> Make sure parents are aware of the steps they can take to register their child, including information on No One Left Behind subsidies. |
| REVIEW | <ul style="list-style-type: none"> <input type="checkbox"/> Review the Bring-a-Friend event with your youth. What did they enjoy? What would they do differently next time? Do their friends want to try another meeting? <input type="checkbox"/> Follow up with the parents by phone a few days after the event to see if they need assistance registering. <input type="checkbox"/> After the phone call, send them an e-mail. See the e-mail to parents for more information. | <ul style="list-style-type: none"> <input type="checkbox"/> The phone script and e-mail to parents are great tools to help with follow ups. <input type="checkbox"/> If parents don't register their youth after the phone and e-mail follow up, invite them to use their two free session coupon. |

Please note

It is important to be mindful of Scouts Canada's *By-Law, Policies and Procedures (BP&P)* during all Section meetings, including Bring-a-Friend events. Ensure that you are always maintaining the Two-Scouter Rule and a ratio of one Scouter to every eight youth. Reach out to your Group Committee or other Sections if you will need more Scouters on the floor to accommodate more youth. Youth are able to visit a Section up to two times for free prior to registration.

After these two visits, the youth must be fully registered in order to continue to participate in Scouts Canada programming. Please refer to section 13012.3 of *BP&P*, which discusses Hold Harmless Agreements for adults and youth who are not registered with Scouts Canada. Note that youth who attend two free meetings are not required to sign a release form.

