



# **BARBADOS BOY SCOUTS ASSOCIATION**

## **INFORMATION SHEET**

### **SUPPORTING A PERSON UNDER SUSPENSION**

#### **INTRODUCTION**

A person who has been suspended from the Barbados Boy Scouts Association is entitled to an independent Scouting colleague to provide some personal contact so that the suspended person is not entirely disconnected from Scouting. These guidance notes set out the responsibilities that the liaison role covers.

Following discussions with the suspended person, The Commissioner offers the support of a Personal Scouting Liaison. Once accepted, the Liaison is appointed with the full agreement of the suspended individual. This is an informal role within Scouting provided for the support the person during what may be a difficult time, following an allegation of a serious disciplinary or criminal offence.

#### **THE ROLE OF THE PERSONAL SCOUTING LIAISON**

The Liaison gives direct personal support to the suspended person for as long as it is judged appropriate by the appointing Commissioner.

It is the Liaison's role to provide a listening ear and to help the suspended person feel not completely disconnected from Scouting. Remember that the suspended person must not be involved in Scouting apart from the contact required for the suspension process itself. There are some modifications that might be applied to allow the suspended person to do some specific things such as attend an award presentation for the suspended person's child. These modifications are handed by the relevant Commissioner in writing and are detailed in *Regulations and Rules* Rule 14.2d.

The suspension process is managed by the relevant Commissioner (or delegated person) who will keep the suspended person updated on the status of the process. The Liaison will have no involvement in or any responsibility for the handling or management of the suspension process.

The Liaison will not be involved in any way with the allegation, or with any subsequent investigation, and will not play any part in the adjudication process. The Liaison is not expected to enter into any legal, financial or personal commitment, for example bail, surety, binding over, or be involved in court proceedings.

The Liaison should not discuss or advise on any details of the alleged incident, or champion the suspended person's case. The Liaison should always remember that the role is in providing personal support only. They should keep in regular contact with the person they are supporting. This may involve visiting the person or telephoning them. The frequency of any contact will depend on the suspended person's wishes and may vary as the situation warrants.

#### **GUIDANCE WHEN CHOOSING A PERSONAL SCOUTING LIAISON**

The Liaison must be independent of the situation. It is not a good idea to have the Group Scout Leader as a Liaison person, nor is it appropriate to have another adult from within the Group. Any person involved in the suspension process CANNOT be the Liaison as the roles must be kept separate. The members of the Association's Safeguarding Team may not be appropriate either (depending on the reason for suspension) as they may have a key role to play in supporting the Commissioner following the incident and so should remain impartial.

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The Liaison should be chosen for their open mindedness; good listening skills; friendly and approachable nature; and having time and being readily available.

It is often helpful if the person who is under suspension knows the Liaison, but this is not essential.

The Liaison could be drawn from almost anywhere, for example a member of the District Team could be used. Commissioners may also wish to consider asking retired Scouters, or administrators from within the District. Alternatively, the Liaison could be from another District.

Before appointing a Liaison, it is important to discuss with this individual the responsibilities of the role and agree on its duration. This should be reviewed regularly. It is also important to ensure that the Liaison has a copy of this note together with the Information Sheet *Notes for a Persons Under Suspension*.

When appointing, it is worth considering how the outcome of the case may impact on the Liaison and on their position in Scouting, especially if the case involves charges and the person under suspension pleads or is found guilty.

### BEAR IN MIND...

Some points to keep in mind when considering or undertaking the role of a Personal Scouting Liaison:

- Do indicate early if you think you cannot carry out the role of a support liaison.
- Do keep an open mind.
- Do offer support in a proactive way – don't wait to be asked.
- Do maintain confidentiality. Should you feel the need to share any confidential information, please discuss with the person you are supporting first and express your rationale for wanting to share this information and with whom.
- Do regularly consider whether the liaison role is still appropriate for you.
- Do not get involved in the investigation, the hearing or any other aspect of the complaint's management process.
- Do not get personally involved. You have been appointed for your ability to remain objective.
- Do not give any legal or technical advice to the suspended individual but you can suggest where the person may get that type of advice and information.

## REFERENCES

1. **Regulations & Rules of the Barbados Boy Scouts Association.** 2021 Edition. Barbados Boy Scouts Association, "Hazelwood", Upper Collymore Rock, St. Michael BB11604, Barbados.