## Activity Permit Scheme –

## County Self Moderation

Notes to support self moderation can be found in [FS120106 Adventurous Activity Permit Scheme - Moderation](https://members.scouts.org.uk/activitiesmoderation)

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| **County** |  | **Date of Moderation** |  |

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| **Minimum Standards** | | **Met?** | | **Action plan headlines (required for all marked ‘No’)** |
| **Yes** | **No** |
| 1 | A Manager of the Activity Permit Scheme (MAPS) is identified and recorded on the membership system. |  |  |  |
| 2 | All adventurous activity permits for over 18s are recorded on the membership system and under 18s stored locally. |  |  |  |
| 3 | All assessors are recorded on the membership system. |  |  |  |
| 4 | All assessors have validated module 25 for activity assessors. |  |  |  |
| 5 | All assessors have been reviewed or accredited within the last five years. |  |  |  |
| 6 | All assessments by Activity Assessors have been seen or reviewed by more than one assessor. |  |  |  |
| 7 | All assessors have shadowed at least one assessment by another assessor in the last two years. |  |  |  |
| 8 | All District Lead Volunteers / Permit Approvers have had a briefing on their responsibilities for activity permits and know who their MAPS is. |  |  |  |
| For assessor appointments in the last year: | | | | |
| 9 | All assessors have up to date appointments and internal checks. |  |  |  |
| 10 | All assessors held up to date relevant National Governing Body (NGB) qualifications. |  |  |  |
| 11 | All assessor accreditations are agreed upon by the County Lead Volunteer or MAPS. |  |  |  |
| 12 | All assessors have been inducted into their role. |  |  |  |
| 13 | All assessors are given a Learning Assessor. |  |  |  |

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| For assessors’ five five-year reviews carried out in the last year: | | | | |
| 14 | All assessors had up to date appointments and internal checks. |  |  |  |
| 15 | All assessors held up to date relevant NGB qualifications. |  |  |  |
| 16 | All assessors completed the required Continued Professional Development (CPD). |  |  |  |
| **Good Practice** | | **Met?** | | **Action plan headlines (recommended for all marked ‘No’)** |
| **Yes** | **No** |
| 17 | All adventurous activity permit holders are notified before their permit expires. |  |  |  |
| 18 | Learning and funding opportunities are identified and promoted to volunteers. |  |  |  |
| 19 | All assessors have relevant CPD opportunities. |  |  |  |
| 20 | All assessors have worked with an assessor from a different county within the last two years. |  |  |  |
| 21 | MAPS is working with MAPS from other counties to coordinate learning, assessment, CPD and peer support opportunities. |  |  |  |
| 22 | MAPS has implemented and promoted a series of assessment courses. |  |  |  |
| 23 | MAPS knows where to find an assessor when requested for all activities within the permit scheme. |  |  |  |

**DATA PROTECTION:** This form is used to collect information about the MAPS and County Lead Volunteers for the purposes of completing moderation of the Adventurous Activity Permit Scheme. As part of this form we collect signatures and names of those completing and approving for form as per the moderation process. We do not share your personal data provided in this form with any third parties. We take your personal data privacy seriously. The data you provide to us is securely stored at UK HQ and we will keep the data we capture from this form for 1 year following the completion of moderation in order to follow up on any areas of concern, then it will be securely destroyed. For further detail on our retention periods please visit our Data Protection Policy [here](http://www.scouts.org.uk/dppolicy).

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| I confirm that this moderation is correct to the best of my knowledge | | | |
| **MAPS** |  | **Date** |  |
| **Signed** |  | Electronic signature | |
| I confirm that this moderation is correct to the best of my knowledge and that the identified action plans will be included in the County development plans. | | | |
| **CLV\*** |  | **Date** |  |
| **Signed** |  | Electronic signature | |

*\*County Lead Volunteer*

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**Full Action Plan Details**