

# Focal Point - Greetings and Guidance from Member Services

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Registration Support  
([Registration@scouts.ca](mailto:Registration@scouts.ca))

## Eligible Interviewers

Have you ever tried to add an Interviewer on an applicant's Screening Checklist in MyScouts but not been able to find the person in the Interviewer search? If you're using names as written in MyScouts but not pulling up the right person (or any results), that person likely isn't an eligible interviewer.

It's not hard to become an interviewer; any "Active" Scouter who has completed "Volunteer Screening: It's Our Duty" training can be an interviewer.

The training is available in the David Huestis Learning Centre as part of Wood Badge for Group Commissioners; the session can also be requested by others through Wood Badge I > "Additional Learning" where it appears as "Become an interviewer for Volunteer Roles".

A step-by-step enrollment guide can be accessed using the shortcut in "Helpful Links" on the DHLC landing page (right side above Announcements).

## Respect in Sport

### General Info

*Respect in Sport for Activity Leaders* (RiS) training is currently accessible in the David Huestis Learning Centre (DHLC) in "Scouting Fundamentals". For people renewing, quick course access is available under "Helpful Links" on the DHLC landing page (above "Announcements" on the right side).

Though the fee is different for new (\$30+tax) vs re-certification (\$15+tax), the course is the same.

Fee can be paid online by individuals OR Groups may arrange codes for their members via [codes@respectgroupinc.com](mailto:codes@respectgroupinc.com)

Group RiS codes are type specific. If you paid for:

- "New" course licenses (at \$30 each), code will not work for someone re-certifying.
- "Re-certification" licenses (at \$15 each), code will not work for someone taking the course for the first time or who otherwise doesn't qualify for re-certification

The Respect Group will not issue certification until/unless the full course – including end Survey – has been completed. (Skipping the Survey is a common reason that RiS doesn't appear completed in MyScouts.)

For more, see the Online Support Centre: [Respect in Sport for Activity Leaders Training FAQ](#)<sup>1</sup>

### Certification via another Organization

Prospective new members who have completed *Respect in Sport for Activity Leaders* training for another organization must access the *Respect* sub-site via Scouting Fundamentals > "Respect in Sport for Activity Leaders" in the DHLC. There, they indicate being an "Existing Member" then go through the steps to link to their existing RiS account. This will enable them to import certification from the other organization and share with Scouts Canada.

Sharing with Scouts Canada is only possible for valid Respect in Sport for Activity Leaders certification. Other Respect training including Respect in Sport for Parents does not satisfy our course requirement.

For more, see the Online Support Centre: [How to apply a Respect in Sport for Activity Leaders certificate completed with another organization to a Scouter's MyScouts account](#)<sup>2</sup>

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<sup>1</sup> Respect in Sport FAQs - <https://help.scouts.ca/hc/en-ca/articles/213111406>

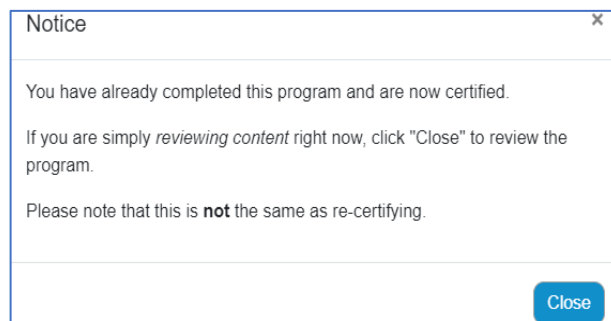
<sup>2</sup> Importing Respect in Sport Certification - <https://help.scouts.ca/hc/en-ca/articles/4948814733972>

## Re-certification

Members may “review” course information at any time during the five years the certificate is valid. This is not the same as “re-certifying” as indicated in the message that pops up on screen when one clicks “Program Access”. (See Pic1)

Credit for updating training will not be given if one “reviews” the course material.

Pic1



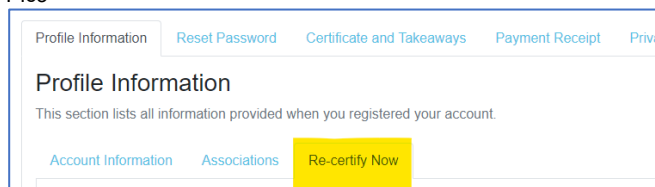
Members wanting to *re-certify* before their current certificate expires must:

- Either click on their existing “Certified” information OR go through “Profile” (See Pic2), then choose “Re-certify Now” (See Pic 3) to begin re-certification
- Pay the re-certification fee (\$15 plus tax) OR enter a Group provided/pre-paid re-certification code.

Pic2



Pic3



For more, see the Online Support Centre: [How to renew Respect in Sport for Activity Leaders when it expires](https://help.scouts.ca/hc/en-ca/articles/204296534)<sup>3</sup>

## Non-Members and Reports

By default, parents/guardians do not appear in reports; searching through individual profiles to find out whether they’ve done training can be tedious.

Solution: “Add Parent Helper” or “Add Adult Overnight” in the applicable Section profile.

“Add Parent Helper” offers the Group Commissioner, Registrar and Administrator a list of parents/guardians linked to “Active” Participants in the Section, and a choice of “Parent Helper” and “Parent Overnight” roles.

“Add Adult Overnight” should be used with greater caution because a new profile may be created. Recommendation: If you want to “Add Adult Overnight” for a parent or someone else who may already have a MyScouts profile but does not appear in the search, contact [Registration@scouts.ca](mailto:Registration@scouts.ca) for help.

Once a non-Member role has been added, people with the role will be included in Volunteer Readiness and other reports run for Member Type: “Non-Members” or “All”.

Bonus: Having a role in MyScouts enables non-Members to accept the Code of Conduct online through their own accounts.

<sup>3</sup> Respect in Sport Re-certification - <https://help.scouts.ca/hc/en-ca/articles/204296534>

## Understanding Age-Groups (aka Sections)

Although the Participant Membership/Registration Year has shifted to align with the calendar year, the Scouting (Program/Fiscal) Year and default youth age-groupings haven't changed.

As in the past, during the early registration period\*\*, "Join Scouts" allows parents/guardians to register youth who will be five years old before the end of December.

Youth who turn five in January or later, must wait or be approved by the Group for early entry. See "Age Exceptions" for more information.

\*\*Early registration period = September to December; the time before the start of the new Participant Membership year during which registration is open

Section	Grade in School	Default starting Birth Year for <b>2023</b> membership
Beavers	(Senior) Kindergarten to grade 2	2017
Cubs	Grades 3 – 5	2014
Scouts	Grade 6 – 9	2011
Venturers	Grades 10 – 12	2007
Rovers		2004

How Join Scouts registration works:

"Starting Birth Year" is the year of birth *all* youth eligible for that Section at the start of/when registration opens for that Membership year.

Youth born the next year would be eligible for registration to these Sections after turning 5, 8, 11, 15 or 18, (though they may prefer to be placed with their school-age peers until all advance in/for fall – See "Age Exceptions").

## Age Exceptions

Currently, the Age Exception feature works (and is needed) only for youth under five years of age.

If the Parent and Group agree that the youth is ready for Scouting and will join early, the Group Commissioner (or other Group member associated with registration) must access the "Pending" youth's profile, then click the "Age Role Exception" box (Pic4) which allows the parent/guardian to move the registration forward.

Parents registering older (already "Scouting-aged") youth will be offered the default age-group into which the youth falls; Groups then have the option to transfer the youth to the preferred Section.

It is not necessary for the "Age Role Exception" box to be ticked for an "Active" Participant to be transferred.

Note:

- For current year transfers within same Group, Groups use the "Transfer Participants" tab in the profile of the Section with which the youth is registered.
- For transfers of new year roles during the early registration period (and for all transfers between different Groups), please contact [Registration@scouts.ca](mailto:Registration@scouts.ca).

## Investiture and Advancement

Before moving to calendar-based Participant Membership, Groups would have:

- Invested youth registered for fall in the fall, and youth who joined later, later. (Example: September starters invested in October; January starters invested in February)
- Held spring "Swim Up" and other Advancement ceremonies to ready youth for the next age-group up in fall.

This too is largely unchanged – the difference is that the advancing youth are already on the Group roster and can be moved up to the new Section right away (using "Transfer Participants" tabs) rather than waiting for parents to register for the next Scouting year.

Pic4

GONE HOME  
No ▾

NON ENTERED YEARS OF SERVICE?

☒ Age Role Exception

▶ SAVE CHANGES