



Learning Experiences Attendance Policy

Last Updated: September 2026

Scope of the Policy

This policy applies to all Learning Experiences organised and run by East Midlands Scouts, including those that receive majority funding by East Midlands Scouts.

The Process

If you are unable to attend, please let us know as soon as possible. All cancellations must be confirmed by email to Harry Huckin via harry@eastmidsscouts.org.uk — a cancellation is only effective once it has been sent and confirmed in writing. Verbal notice, or a message passed on via a third party, is not sufficient.

Charges of Withdrawal and Non-attendance

More than 48 hours before the course start time: no charge.

Within 48 hours of the course start time: a nominal fee of £15 applies, to cover costs already committed on your behalf (catering, accommodation and materials).

Non-attendance without notice: treated as a cancellation within 48 hours, and the £15 fee applies.

In exceptional circumstances, the fee may be waived at the discretion of the Regional Lead Volunteer, in consultation with the Regional Learning Lead and, where applicable, the relevant County Lead Volunteer.

Document Change Log

Version	Date	Change	Author
1	20/09/26	Policy Creation	H.W.Huckin
	11/10/26	Policy Approved by RLV in conjunction with CLV's	