

AMENDMENTS TO *GUIDE LINES*

(from 1/4/07 to 19/5/08)

The following amendments have been approved by the Board of Girl Guides Australia since the 3rd edition of *Guide Lines* (2007). These are effective immediately. This is meant as an interim document only and is made redundant by a new edition of *Guide Lines* or an updated amendments sheet.

Approved at May 2007 Board meeting

- 1) Amend the ninth (last) dot point of the Girl Guides Australia Code of Conduct, pviii, to read:
 - recognise that physical, sexual or verbal abuse, bullying, tormenting or ridicule is unacceptable behaviour by any member and will take appropriate action to deal with such behaviour.
- 2) Add to section **4.3.3 Division Leader or Region Leader**, p4-7, under Personal Requirements and renumber points 7 and 8:
 - 7) To hold, or be working towards, the appropriate qualification in the Australian Adult Leadership Program.
- 3) Add to section **4.3.4 State Commissioner**, p4-8, under Personal Requirements:
 - 7) To hold, or be working towards, the appropriate qualification in the Australian Adult Leadership Program.
- 4) Amend point 1, section **4.3.8 Unit Helper**, p4-11, under Personal Requirements:
 - 1) To be an adult female.
- 5) Amend point 3d, section **6.2 General Rules for all Adventurous Activities**, p6-1, to read:
 - d) ensure, for not so adventurous activities, an Activity Consent Form for Youth Members is received from a parent or guardian of each participant under the age of 18 years;(superceded by amendment 21)

Approved at October 2007 Board meeting

- 6) Amend the first bullet point of paragraph one, section **2.4.1 International events in Australia**, p2-4, to read:

a State event which is approved by the Board of Girl Guides Australia to have international participants
- 7) Add the following after paragraph one, section **2.4.1 International events in Australia**, p2-4:

For States wishing to invite members from other countries to a State event, refer section 2.4.2.
- 8) Delete paragraph 3, section **3.1 Overview**, p3-1.
- 9) Delete section **3.2 Program and Method**, p3-1, and replace with the following:

3.2 Program and Method

The Australian Guide Program is a values-based, leadership and life skills program with an outdoors focus.

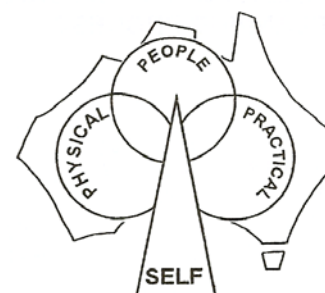
It involves Guides and Leaders working together to carry out challenges and activities based on the four elements and seven fundamentals of the Australian Guide Program.

Girls grow into confident, self-respecting, responsible community members through challenge, recognition, fun and friendship.

3.2.1 Elements of the Australian Guide Program

The Australian Guide Program encourages the girl to develop her **self** in the areas of **physical** development, **practical** skills, and in relationships with **people**.

- Physical—participating actively; focussing on the environment and



the outdoors.

- People—making friends and developing long-lasting friendships; developing an understanding and respect for others.
- Practical—learning by doing; learning everyday living skills that can be integrated in all areas of life.
- Self—development and appreciation of the individual; gaining personal growth through challenging the girl as an individual.

3.2.2 Fundamentals of the Australian Guide Program

The seven fundamental areas of Guiding form the basis of the Program upon which Unit meetings are developed and implemented.

- Keeping the Promise and Law is our underlying code of living.
- Enjoying the outdoors offers active adventure and awareness of the environment.
- Giving service encourages a sense of community.
- Exploring world Guiding builds peace and understanding.
- Sharing in Guiding traditions gives a sense of history and belonging.
- Experiencing leadership development improves skills for life.
- Participating in the Patrol System develops teamwork skills.

The philosophy of the Program is based on the importance of the process used in working towards an outcome, rather than on the activity itself. When Guides plan their own Unit meetings, they gain confidence in choosing activities to suit their needs and learn the important skill of self-determination.

3.2.3 Girl Guide/Girl Scout Method

The Australian Guide Program follows the Girl Guide/Girl Scout Method of the World Association of Girl Guides and Girl Scouts. This unique approach combines the use of different educational tools in order to achieve the educational aim of Girl Guiding/Girl Scouting: to contribute to the development of the full potential and a harmonised personal identity of each individual.

- Commitment through the Promise and Law
- The Patrol System
- Learning by doing
- Progressive self-development
- Symbolism
- Active co-operation between youth and adults
- Outdoor activities
- Service in the community



For more information, refer to the *Education Programme Guidelines* on wagggsworld.org.

- 10) Delete section **4.2.2 Provisional Leaders**, p4-3, and replace with the following:

4.2.2 Provisional Leaders

When it is not possible to have a qualified Leader in a Unit or area, an adult member may be designated a provisional Leader until she achieves qualification. A provisional Leader is a Leader working towards Leadership Qualification who is recognised as capable of supervising girls or leading a team of adult Leaders without a qualified Leader being present.

The minimum requirements for a provisional Leader with Girl Guides Australia are:

- To be accepted as an adult member of Girl Guides Australia and have made or renewed the Guide Promise as an adult;
- To be teamed with a Guiding Partner; and
- To have demonstrated competence in the following areas of the Australian Adult Leadership Program:
 - Identify the fundamental principles of Guiding
 - Recognise individual needs and competencies
 - Explain her understanding of the Code of Conduct of Girl Guides Australia
 - Maintain a safe environment for all Unit or group activities.

For activities with girls away from the Unit meeting place, competence must have also been demonstrated in the module: Use appropriate first aid skills.

The provisional Leader is expected to complete Leadership Development within three months of the date she started as a Leader and Leadership Qualification within nine months of the date she started as a Leader. The District Leader or other supervising Leader will review the provisional Leader's progress toward qualification every three months with the provisional Leader and her Guiding Partner to address any concerns.

- 11) Delete 'activity consent forms' from section **5.1.2 Adult Camps**, p5-1, and replace with 'an Adult information form for activities'.
- 12) Delete paragraph two, section **5.2 Camping Requirements**, p5-4, and replace with the following:

A Leader is currently competent if:

 - a) She achieved the Further Development module in the three years before the planned camp

Or

 - b) She achieved the Further Development module more than three years before the planned camp and she has been in charge of a camp within the past three years.
- 13) Delete 'rock climbing' from the list of adventurous activities, section **6.1 Adventurous Activities**, p6-1 (under rappelling), and replace with 'climbing – artificial surfaces' and 'climbing – natural surfaces'.
- 14) Add 'prussicking' to the list of adventurous activities, section **6.1 Adventurous Activities**, p6-1, under rappelling.
- 15) Add 'rafting on faster and larger waters' to the list of adventurous activities, section **6.1 Adventurous Activities**, p6-1, under water activities.
- 16) Delete 'rafting' from the list of not so adventurous activities, section **6.1 Adventurous Activities**, p6-1, and add 'rafting on slow flowing or shallow water'.
- 17) Delete 'bow hunting' from the list of adventurous activities, section **6.1 Adventurous Activities**, p6-1, under weapons.
- 18) Delete 'field archery' from the list of adventurous activities, section **6.1 Adventurous Activities**, p6-1, under weapons.
- 19) Add 'field archery' to the list of not so adventurous activities, section **6.1 Adventurous Activities**, p6-1.
- 20) Add the following to the end of section **6.1 Adventurous Activities**, p6-1:

As of 3/08/07 the following activities are on the exclusion list of Girl Guides Australia Public Liability Policy 1/07/07–30/06/08. Guide members cannot participate in these activities, unless special insurance cover can be arranged (contact National Office for details).

Excluded activities:

- cable hang gliding
- hot air ballooning
- indoor sky diving
- parachuting
- parasailing
- parascending
- white water rafting
- cave diving
- pot holing
- motor races
- motor transport rallies
- banana/mud bash
- watercraft over 8m, except public transport
- gliding/soaring when in operational control of the glider.

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This information is correct as of 01/07/07 but may be subject to change with a new policy. States will be advised accordingly.

For activities not listed above, contact State Outdoor Activity personnel to ensure that activities are allowed and covered by insurance.

- 21) Amend point 3d, section **6.2 General Rules for all Adventurous Activities**, p6-1, to read:
 3. d) ensure, for not so adventurous activities, an *Activity consent form* is received from a parent or guardian of each participant under the age of 18 years and an *Adult information form for activities* from each participant 18 years and over.
- 22) Delete section **8.2 Copyright**, p8-1, and replace with the following:

Girl Guides Australia expects every member of the national and State Guide organisations to adhere to the Copyright Act 1968 (as amended). Requirements under the Act are outlined in PUB.2 Copyright Procedures of the Girl Guides Australia *Administration Manual*—refer to your State Guide office for further information.
- 23) Amend the first line of paragraph two, section **8.14 Sun Protection**, p8-4, to read:

At all outdoor activities, girls and adults should:
- 24) Delete all references to 'Guides Australia' and replace with 'Girl Guides Australia'.

Approved at May 2008 Board meeting

- 1) Delete the Junior Leaders paragraph, **Definitions**, pvii, and replace with the following:

Junior Leaders	Are financial youth members of their State Guide organisation, aged fourteen to seventeen years, developing their leadership skills with a qualified Leader as a mentor, through a commitment to a Unit of younger Guides. She must always work with adult supervision according to the requirements set out in <i>Guide Lines</i> .
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- 2) Add the following to **Definitions**, pvii:

Guide Helpers	Are financial youth members of their State Guide organisation, aged between nine and fourteen years, developing their leadership skills with a qualified Leader as a mentor, through a commitment to a Unit of younger Guides. She must always work with adult supervision.
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- 3) Delete 'Or optional white shirt for older Guides' from section **1.5.1 Uniform for youth members** and replace with the following:

Or optional white shirt with red scarf for older Guides
(badge placement as per Girls Guides Australia website)

Or optional white shirt with Leader's scarf for Junior Leaders
(badge placement as per Girls Guides Australia website)
- 4) Delete point two of additional rules of overseas camps, section **5.1.3 Camps with special conditions**, p5-3, and replace with the following:

Applicants for international events (including overseas camps and sessions and events at World Centres) must be aged at least 14 years at the time of the event. Members of Girl Guides Australia travelling overseas as part of an independently arranged trip approved by Girl Guides Australia must also be aged at least 14 years at the time of the event. Variations to the age restrictions may be considered in consultation with the International Manager and Chief Commissioner on a case by case basis.
- 5) Delete 'cable hang gliding, gliding/soaring, hot air ballooning, indoor sky diving, parachuting, parasailing, parascending' from the list of adventurous activities, section **6.1 Adventurous Activities**, p6-1, under air activities.
- 6) Delete 'pot holing' from the list of adventurous activities, section **6.1 Adventurous Activities**, p6-1, under rappelling.

- 7) Delete 'white water rafting' from the list of adventurous activities, section **6.1 Adventurous Activities**, p6-1, under water activities.
- 8) Delete 'banana/mud bash' from the list of adventurous activities, section **6.1 Adventurous Activities**, p6-1, under wheeled vehicles.
- 9) Delete 'beach buggies, cycling in heavy traffic, four wheel driving, off road vehicles, trail bike riding' from the list of adventurous activities, section **6.1 Adventurous Activities**, p6-1, under wheeled vehicles, and replace with 'non-competitive beach buggies in controlled environment, cycling in heavy traffic, non-competitive four wheel driving in controlled environment, non-competitive off road vehicles in controlled environment, non-competitive trail bike riding in controlled environment'.
- 10) Amend sections **7.2.1 Boronia** to **7.2.9 Silver Kangaroo**, pp 7-2 to 7-4, to read:

7.2.1 Boronia

Purpose: for good service to Guiding in a local area (the term 'local' refers to the area in which the member is actively involved).

Recommendation: Division or District Leader.

Approval: Region Leader (appropriate member of the Region team if award is for Region Leader).

Insignia: diamond shape with a maroon boronia, silver leaf and stems on a cream background, suspended from a silver bar.

7.2.2 Banksia

Purpose: for good service to Guiding for more than is usually expected for the qualification or appointment held.

Recommendation: State Awards Committee or Australian Awards Committee for Australian office-bearers.

Approval: State Executive or Board of Girl Guides Australia for Australian office-bearers.

Insignia: diamond shape with a gilt banksia on cream background with green border suspended from a gilt bar.

7.2.3 Bar to the Banksia

The Bar to the Banksia can only be awarded to a member who holds the Banksia Award.

Purpose: for additional good service to Guiding for more than is usually expected for the qualification or appointment held.

Recommendation: State Awards Committee or Australian Awards Committee for Australian office-bearers.

Approval: State Executive or Board of Girl Guides Australia for Australian office-bearers.

Insignia: diamond shape with a gilt banksia on cream background with green border, suspended from a green bar.

7.2.4 Wattle

Purpose: for unusually good service to Guiding for more than is usually expected for the qualification or appointment held.

Recommendation: State Awards Committee or Australian Awards Committee for Australian office-bearers.

Approval: State Executive or Board of Girl Guides Australia for Australian office-bearers.

Insignia: diamond shape with a gilt wattle on dark green background with a blue border, suspended from a gilt bar.

7.2.5 Bar to the Wattle

The Bar to the Wattle can only be awarded to a member who holds the Wattle Award.

Purpose: for additional unusually good service to Guiding for more than is usually expected for the qualification or appointment held.

Recommendation: State Awards Committee or Australian Awards Committee for Australian office-bearers.

Approval: State Executive or Board of Girl Guides Australia for Australian office-bearers.

Insignia: diamond shape with gilt wattle on dark green background with a blue border, suspended from a dark green bar.

7.2.6 Emu

Purpose: for excellent service to Guiding in various appointments or areas at State or national level.

Recommendation: State Awards Committee or Australian Awards Committee for Australian office-bearers.

Approval: State Executive or Board of Girl Guides Australia for Australian office-bearers.

Insignia: disc with gilt emu on a cream background with a black border, suspended from a gilt bar.

7.2.7 Bar to the Emu

The Bar to the Emu can only be awarded to a member who holds the Emu Award.

Purpose: for additional excellent service to Guiding in various appointments or areas at State or national level.

Recommendation: State Awards Committee or Australian Awards Committee for Australian office-bearers.

Approval: State Executive or Board of Girl Guides Australia for Australian office-bearers.

Insignia: disc with gilt emu on cream background with a black border, suspended from a black bar.

7.2.8 Red Kangaroo

Purpose: for outstanding service to Guiding in more than one capacity, with a notable contribution to Australian Guiding.

Recommendation: Australian Awards Committee.

Approval: Board of Girl Guides Australia.

Insignia: disc with gilt kangaroo on a dark green background with a dark blue border, suspended from a gilt bar.

7.2.9 Silver Kangaroo

Purpose: for sustained and exceptional service to Guiding in more than one capacity, with a notable contribution to world Guiding.

Recommendation: Australian Awards Committee.

Approval: Board of Girl Guides Australia.

Insignia: a sterling silver brooch in a circle with the kangaroo in bas-relief.

11) Amend paragraph two, section **8.14 Sun Protection**, to read:

At all outdoor activities, Guides and Leaders are encouraged to:

- wear protective clothing;
- wear a hat;
- use sun screen;
- wear sun glasses where practical; and
- use shade facilities as much as possible.