

Updates to the Adult Training Core Documents – FAQs

The Adult Training Core Documents are updated on an annual basis and have previously included the following resources:

- The Adult Training Scheme
- Module Matrix
- Adult's Personal File
- Adult's Personal Files for Section Leaders
- Training Advisers Guide

This document has been created to help explain what has changed in the latest update of these documents and why these changes have been made.

When will the new versions of the Core Documents be made available?

The new versions will be available online and from Scout Shops at the end of January 2017.

What has been changed and why have these changes been made?

Key Changes	Why has this change been made?
<p>There are now role-specific Adult's Personal Files as follows:</p> <ul style="list-style-type: none"> ■ Adult's Personal Files for Section Leaders ■ Adult's Personal File for Managers and Supporters ■ Adult's Personal File for Non-Wood Badge Roles <p>There are also some additional Supplementary Module pages for the Adult's Personal Files for learners who choose to undertake any supplementary modules.</p>	<p>With the introduction of the new Leadership and Management Training a new support resource was developed to help support learners in Manager and Supporter roles.</p> <p>The Adult's Personal File for Non-Wood Badge roles is a shorter version of the Adult's Personal File with only relevant modules included for these roles. This has been developed to ensure that the support resource is as relevant as possible for members who are not required to undertake a Wood Badge as part of their role.</p> <p>The Supplementary Module pages will be useful for members who choose to undertake any of the supplementary modules. These can be printed and inserted into any of the Adult's Personal Files or referred to online.</p>
<p>There will no longer be a generic Adult's Personal File with all the modules included.</p>	<p>The role-specific Adult's Personal Files will be provided instead.</p>
<p>There are role-specific Training Adviser's Guides as follows:</p> <ul style="list-style-type: none"> ■ Training Adviser's Guide ■ Training Adviser's Guide - Managers and Supporters 	<p>A new Training Adviser's Guide has been created for Training Advisers for Managers and Supporters to support them in their role.</p>
<p>The training modules for Managers and Supporters have been replaced with the new Leadership and Management Training.</p>	<p>The new Leadership and Management Training is being launched in January 2017 and will replace the previous training provision for Managers and Supporters.</p>

The modules have been put into relevant groups.	The modules have been put into groups to assist learners and Training Advisers to identify and prioritise learning whilst still allowing flexibility based on individual learning needs. We note the importance of Delivering a Quality Programme (12A) and have therefore prioritised this module above others in the Training for All Appointments group.
Module numbers have been moved to the end of the module title in brackets.	The module numbers are indicated in brackets at the end of the title to help track the modules on Compass and match them to existing documents.
Module 25: Assessing Learning is now a Supplementary Module.	There is new training for Managers and Supporters on supporting the Adult Training Scheme. Therefore the Assessing Learning module is now included within the Supplementary Modules.
Module 8: Skills of Leadership and Module 9: Working with Adults are now included within the Section Leader Modules rather than the Modules for All Appointments.	These modules are no longer modules for all appointments as Managers and Supporters will undertake training on these topics as part of the new Leadership and Management training provision. Section Leaders and Section Supporters will still need to undertake these modules which means that they have moved within the Section Leader training provision. From the end of January 2017, the focus should be on Section Leader and Section Supporter roles when delivering these modules. The content of trainer's notes is scheduled to be updated in 2017 to reflect this change.
The title of Module 36: Special Needs has been changed to Additional Needs (36).	The title has been changed to ensure the language is more up to date on this topic.
The Scout Information Centre phone number has been updated.	The Information Centre number is now 0345 300 1818 to make the rates cheaper for members. The previous numbers still work.
The Module Matrix now includes mandatory ongoing learning.	The mandatory ongoing learning has been added to the Module Matrix in order to highlight this requirement.

How can I access the Adult Training Core Documents?

The following table shows how each document can be accessed from the end of January 2017.

Document	Where can this document be accessed:
The Adult Training Scheme	<ul style="list-style-type: none"> ■ Online at scouts.org.uk/training
The Module Matrix	<ul style="list-style-type: none"> ■ Online at scouts.org.uk/training ■ Order from Scout Shops (colour)
Training Adviser's Guide	<ul style="list-style-type: none"> ■ Online at scouts.org.uk/training ■ Order from Scout Shops (colour)
Training Adviser's Guide: Training Adviser's for Managers and Supporters	<ul style="list-style-type: none"> ■ Online at scouts.org.uk/training ■ Order from Scout Shops (colour)
Adult's Personal Files for Section Leaders	<ul style="list-style-type: none"> ■ Online at scouts.org.uk/training ■ Order from Scout Shops (colour)
Adult's Personal File for Managers and Supporters	<ul style="list-style-type: none"> ■ Online at scouts.org.uk/training ■ Order from Scout Shops (colour)

Adult's Personal File for Non-Wood Badge Roles	<ul style="list-style-type: none"> ■ Online at scouts.org.uk/training ■ Available print-to-order from Scout Shops (black and white)
Adult's Personal File Supplementary Module Pages (all modules)	<ul style="list-style-type: none"> ■ Online at scouts.org.uk/training
Adult's Personal File Supplementary Module Pages (individual module pages)	<ul style="list-style-type: none"> ■ Online at scouts.org.uk/training

What happens if I want to complete a Supplementary Module that isn't in my Adult's Personal File?

The Supplementary Module Pages will be useful for members who choose to undertake any of the supplementary modules. These can be printed and inserted into any of the Adult's Personal Files or referred to online. The Supplementary Module pages for the Adult's Personal File can be accessed in one document with all the Supplementary Modules or the individual module pages are also available.