



Scouts Australia Standardisation of Terminology

October 2004

The Scouts Association of Australia seeks to maintain consistency throughout its publications. The following document outlines the recommended spelling and capitalisation of words, as well as terminology to be used in the Association's publications.

Other style applications will follow the *Australian Style Manual for Authors, Editors and Printers*, 6th edition, John Wiley and Sons Australia Ltd, 2002.

The Scout Association of Australia
Scouts Australia
the Association
the Movement
Group, District, Region, Branch, National

Joey Scout, Joey Scout Mob, Mob, Joey Scout Leader, Assistant Joey Scout Leader, Joey Scouting

Cub Scout, Cub Scout Pack, Pack, Cub Scout Leader, Assistant Cub Scout Leader, Six, Sixer, Second, Youth Helper, Pack Council, Cub Scouting

Scout, Scout Troop, Troop, Scout Leader, Assistant Scout Leader, Patrol, Patrol Leader, Assistant Patrol Leader, Troop Council, Youth Helper

Venturer Scout, Venturer Scout Unit, Unit, Venturer Scout Leader, Assistant Venturer Scout Leader, Unit Council, Youth Helper, Venturer Scout Co-ordinator, Venturing.

Rover, Rover Crew, Crew, Crew Leader, Rover Adviser, Rover Council, Rovering, Rover Youth Helper (formally Rover Instructor)

Group, Group Leader, Assistant Group Leader, Group Council, Group Committee

District Leader

District Leader (Joey Scouts), District Leader (Cub Scouts), District Leader (Scouts), District Leader (Venturer Scouts)

District Adviser, District Rover Adviser, District Training Meeting (eg Seeonee / Mindari) Personal Leader Adviser, District Commissioner, Assistant District Commissioner.

Region Commissioner, Assistant Region Commissioner, Assistant Region Commissioner (Cub Scouts) etc.

Branch Rover Council, National Rover Council, (name of Branch) Scout Centre, Branch Council, Branch Executive Committee, National Council, National Executive Committee,

President, Chairman, Secretary, Treasurer

Leader Trainer, Assistant Leader Trainer, Personal Leader Adviser, Instructor, Assessor

Activity Leader

Cub Scouting (not Cubbing)
Joey Scouting

Scout Hall (not Scout Den)

Full Stops

- Full stops to be removed from abbreviations eg SL, NSW, NEC

Word Endings

- 'ise' rather than 'ize'
- 'program' rather than 'programme'
- "Adviser" not "Advisor"

Figures for Editorial Style

- Numbers up to ten(10) to be spelt out
- Numbers over ten (10) use figures
- No commas used in figures. Up to four figures used together, after that in groups of three.

Date Form

25 September 2004

Categories of Membership

There are 3 categories of people within the Association:

- Uniformed Members
- Non-uniformed Members
- Associates who have not taken the Scout Promise. For such Associates, refer to them as Associates or Supporters (ie not “Lay people”)

Members of the Movement and Young People

- The use of the words ‘child’ and ‘children’ should only be used in the Joey Scout Section and Cub Scout Section. Other terms such as ‘young people’ and ‘youth Members’ should be used.
- When referring to Rovers the term “young adult” should be used.
- Capitalise A and L on “Adult Leaders”
- Where Member is used (as in Member of the Association) capital M.

Gender

- Use plural forms to avoid gender specifics, unless referring only to males or females.

Rovers

- When defining Rovers in official Scout publications, the following phrases should be used

“A Rover is a young adult aged between 17 and 26, dedicated to personal development, fun and adventure while serving the community in the Scouting way.”

Age Ranges

When quoting the age ranges in Scouts Australia publications, the following age ranges should be used. However, please note that transition from one section to another can be up to six months either side of these ages (excepting the Joey starting age and 26th birthday) depending on the needs of the youth Member.

Joey Scouts: 6 – 7 ½ years

Cub Scouts: 7 ½ – 10 ½ years

Scouts: 10 ½ – 14 ½ years

Venturer Scouts: 14 ½ – 17 ½ years

Rovers: 17 – 26th birthday.

The Scout Promise

In Scouts Australia publications the Scout Promise should be printed as follows:

*On my honour
I promise that I will do my best
To do my duty to my God, and
To Australia
To help other people, and
To live by the Scout Law*

Or

*On my honour
I promise that I will do my best
To do my duty to my God, and
To the Queen of Australia
To help other people, and
To live by the Scout Law*

And must include the footnote:

** Individuals may choose to use/take either version of the Promise.*