



# ATLANTA AREA COUNCIL

BOY SCOUTS OF AMERICA.

Dear Leader:

To the Atlanta Area Council, nothing is more important than the safety and security of our youth members. For that reason, all volunteers must be Youth Protection trained in order for your unit to recharter. The purpose of this packet is to help you ensure 100% of your volunteers are Youth Protection (YP) trained and you have the necessary documentation to submit with your recharter.

Enclosed you will find all the tools necessary:

- A complete listing of your unit's adult volunteers indicating whether or not they have completed YP training and showing the date their current training will expire. This list also contains your adult volunteers' member ID numbers for the purpose of linking their training record to their ScoutNET record. It is important to give this to them before they go on line to complete YP training.
- An easy instruction sheet showing how to complete YP training on-line and how to make sure it is linked to your unit's official record.
- A BSA Youth Protection Training DVD, along with a Facilitator's Guide and local reporting requirements for any of your leaders who cannot take the training on-line. Any person who has completed the Youth Protection Training in your unit may be the facilitator for conducting YP Training in your unit using the enclosed video and facilitator's guide.
- A Training Attendance Report for documenting the leaders who completed training but are not currently marked as having completed "Youth Protection Training." This form will be returned with your recharter.

Please use the enclosed listing to inventory which leaders are not currently YP trained and help them complete the training so they can be rechartered. The first choice is to have them complete the training on-line. Once they have, ask them to print the completion certificate and bring it to you so you can include a copy with the recharter packet. Their record should update automatically, but this is just to ensure your recharter won't be held up in case it doesn't auto update.

For those whose records indicate they are not YP trained, but who have already completed it on-line or in a facilitated class, please ask for a copy of their training completion card and include it with your recharter packet. They can print this certificate at any time from their [www.myscouting.org](http://www.myscouting.org) account.

For anyone who cannot complete the training on-line, please use the enclosed DVD and Facilitator's Guide to conduct a facilitated training in your unit, fill out the enclosed Training Attendance Report and return it with your recharter. As an alternative, you may record the training yourself for unit members through the on-line Training Manager in the new [www.My.Scouting.org](http://www.My.Scouting.org) toolbox. Please print the completion certificates and include them with your recharter. Support material on using the Training Toolbox may be found at [www.myscouting.org](http://www.myscouting.org).

**It is important to note that all leaders must be Youth Protection trained in order for your recharter to be approved and entered into the system. This packet will be helpful to you as you complete your recharter.** Please feel free to also share the DVD with parents and other interested parties and do not hesitate to copy it. Good Scouting and remember, **Youth Protection begins with You!**

Sincerely,

**Judge Frank Mills**

**Council Youth Protection Committee Chairman**

**Larry Chase**

**Council Commissioner**

**Jason Baldrige**

**Safe Scouting Director**

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