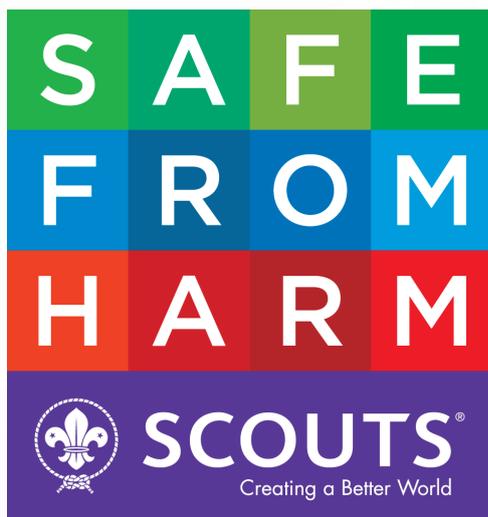


Wellbeing in online scouting events



© World Scout Bureau Inc.
Wellbeing in online scouting events
April 2024

World Scout Bureau
European Support Centre

Rue Henri-Christiné 5 CH-1205 Geneva 4
Switzerland
Tel: +41 22 705 1100
Fax: +41 22 705 1109

europa@scout.org
scout.org

Reproduction is authorised to National Scout Organizations and Associations which are members of the World Organization of the Scout Movement. Credit for the source must be given.

Mental Health and Wellbeing team
Education Area of Operation, 2022-2025



WELLBEING IN ONLINE SCOUTING EVENTS

CONTENTS

Background	6
How to use this checklist?	7
Preparing for your online events	8
Programme	8
Online tool (Venue)	9
Logistics/Preparation	10
Listening ears (LE) framework	10
SfH procedures	11
Practical tips	12
Example online code of conduct	13
Examples of wellbeing activities	13
Safer space – tips & tricks	14
Why a safer, space?	14
How to contribute to creating a safer space online	15
Supporting resources	16



BACKGROUND

In alignment with Sustainable Development Goal 3 (SDG3) on Good Health and Wellbeing, our Regional Wellbeing Online Events Checklist serves as a proactive contribution to this global agenda and embodies core principles of Safe From Harm in Scouting. By providing the right environment for individuals to safely and comfortably participate in online Scouting, we can ensure the conditions for full personal growth (Social, Physical, Intellectual, Character, Emotional, and Spiritual).

Aligned with WOSM Safe From Harm Principles and Diversity & Inclusion priority, our online checklist identifies key areas to consider or implement for wellbeing. Recognizing wellbeing as multidimensional, encompassing complete physical, mental, and social wellbeing, we emphasize its importance as a fundamental right.

HOW TO USE THIS CHECKLIST?

You should use this document to support and proactively promote wellbeing at online Scouting events. The first part of the checklist is to ensure you systematically assess and integrate wellbeing considerations across online events.

The second part provides practical tips and examples to promote a positive experience for participants.



PREPARING FOR YOUR ONLINE EVENTS PROGRAMME



Have you prepared common agreements (e.g. working language, quiet time, etc.) that your event is going to follow?



Have you planned enough breaks to ensure people have time away from their screen and ensure participants log off their device at closing? For example, a minimum 5 minute break every hour and/ or 10 minute break between sessions.



For the planned breaks have you considered planning some wellbeing activities (optional)? For example, leading a 5 minute stretching session or scavenger hunt.



Have you checked that everyone at the event is comfortable and able to follow the schedule? Have you published an event programme in advance?



Optional agenda - have you dedicated time for optional welcome & closing time? For example, opening the online meeting 30 minutes before the start of the event, to chat and ensure everyone is comfortable with the technology and/or leaving the event open for 30 minutes after the official ending for people to network. Have you made these optional parts clear on the agenda?



Have you created an online feedback procedure and informed participants about how to complete it? Is it easily understandable and accessible online?



Have you planned to check how participants are feeling during the event (daily check-in) and monitor the meeting chat? And do you have a plan to follow these up if needed?



ONLINE TOOL (VENUE)



Have you checked the limitations of the online tool you're using (number of participants, time, break-out rooms)?



Have you checked the data security that the online tool is following (how personal data is used)?



Have you checked what IT settings are needed for the tool to work (version of Windows etc.)?



Have you dedicated a separate break-out room for online break time?



If you are recording the event/sessions, have the participant's consent been gained and do they understand where/ what will be done with it.



Active inclusion - have you enabled participants to fully participate including access to quality support, tools and services? For example, inviting people to interact with the sessions in different ways - having different ways they can reply to a question other than using the chat function or having every one type out their answers but press send at the same time



Does the technology of the online tool enable a fully inclusive space for participants? For example, subtitles, break out rooms, and translation.





LOGISTICS/ PREPARATION



Have you send participants instructions on how to use the online tool? And provided further support and training on this if needed?



Have you dedicated some time in the beginning to explain how the tool work?



Have you checked that facilitators internet connection is good, microphone and camera properly works?



Consider sharing optional background for participants in case they don't feel conformable sharing their background?



Have you asked participants prior to the event if they have any additional support or personal needs? Do you have a plan in place to support these individuals and ensure their inclusion in the event?

LISTENING EARS (LE) FRAMEWORK

- Have you created a team of listening ears?
- Has the team completed the LE training and knows the LE procedures during the event?
- Have you informed participants about the LE procedures during the event?
- Have you dedicated a separate online space for LE team (separate break out room)?
- Have you dedicated a person for actively monitoring the chat?

SFH PROCEDURES



Have you created an event code of conduct? Do all participants know and understand the code of conduct?



Have all participants completed a SfH eLearning, including external guests?



Do your participants know how to report any SfH concerns?



Have you chosen an emergency contact or appointed a case management team for SfH breaches?



Have you asked your participants if they need adjustments before the event?



Have you then followed up on how to implement any adjustments?



Have you created a SfH out of hours emergency hotline / contact?

PRACTICAL TIPS

Examples of small things you can add during the event to make it caring for different needs of your participants

- Plan for private conversations e.g. tell participants to private message X person and they can go in a private break out room
- Change locations of the sessions if possible e.g. a networking session where you are just talking could be suggested to be done on a mobile device whilst walking outside
- Wellbeing reminders - digital prompts e.g. after each session a quick poll on how they are feeling out of 10 and/or reminders in the chat about taking screen breaks/drinking water

EXAMPLE ONLINE CODE OF CONDUCT



I will be respectful, tolerant, and considerate of other cultures



I will treat everyone equally



I will proactively work to create an inclusive and respectful environment that is safe for all



I will prevent and not engage in abusive behaviour



I will comply with all elements of the Safe from Harm policies



I recognise my duty to report any violation or potential violation of the Code I observe at any time during the meeting



EXAMPLE OF WELLBEING ACTIVITIES



Practice a power pose - stand confidently for two minutes, it boosts your self-esteem



Repeat mantra of affirmation - repeat positive and encouraging phrases to yourself



Hydrate - drink a glass of water



Listen to an uplifting song recharge your energy level



Have some physical exercise – do 1000 steps after lunch



Practice short breathing exercises (<https://www.tinypause.co.uk/4breathmoment>)



Do very short meditation activities (<https://www.tinypause.co.uk/>)



Learn tongue twisters - learn someone a tongue twister in your language (e.g. She sells seashells by the seashore)



Try to tense and relax different muscles in your body (arm, leg, etc)



Thank you note - write a thank you note, expressing gratitude can increase your own happiness



Have some 5-minute journaling - write down thoughts, feelings, gratitude, etc.



Gratitude wall - create a wall where people can leave what they are grateful for



Inclusion - subtitles, waterfall (everyone types and all send at the same time)



Interactive/different tools for engagement and creativity - miro, whiteboard/annotate on zoom



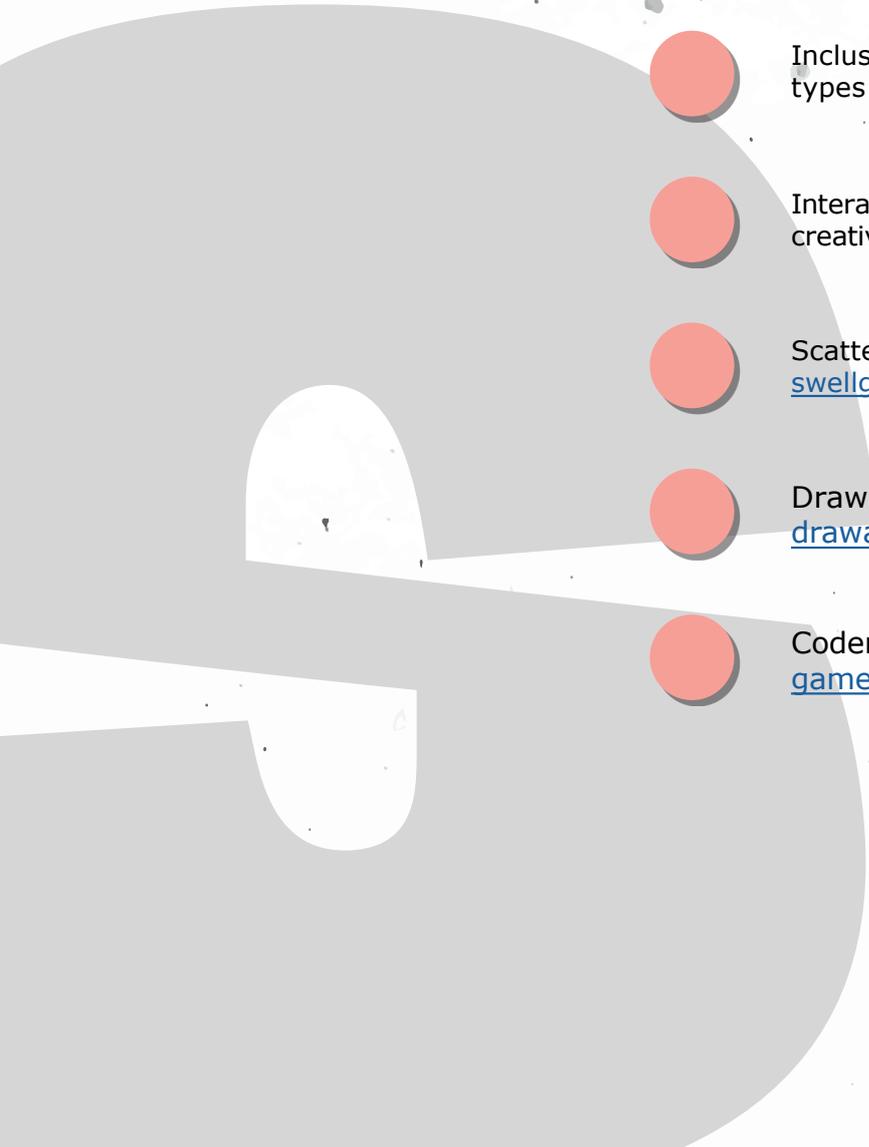
Scattergories (category game) - <https://swellgarfo.com/scattergories/>



Drawasaurus (pictionary) - <https://www.drawasaurus.org/>

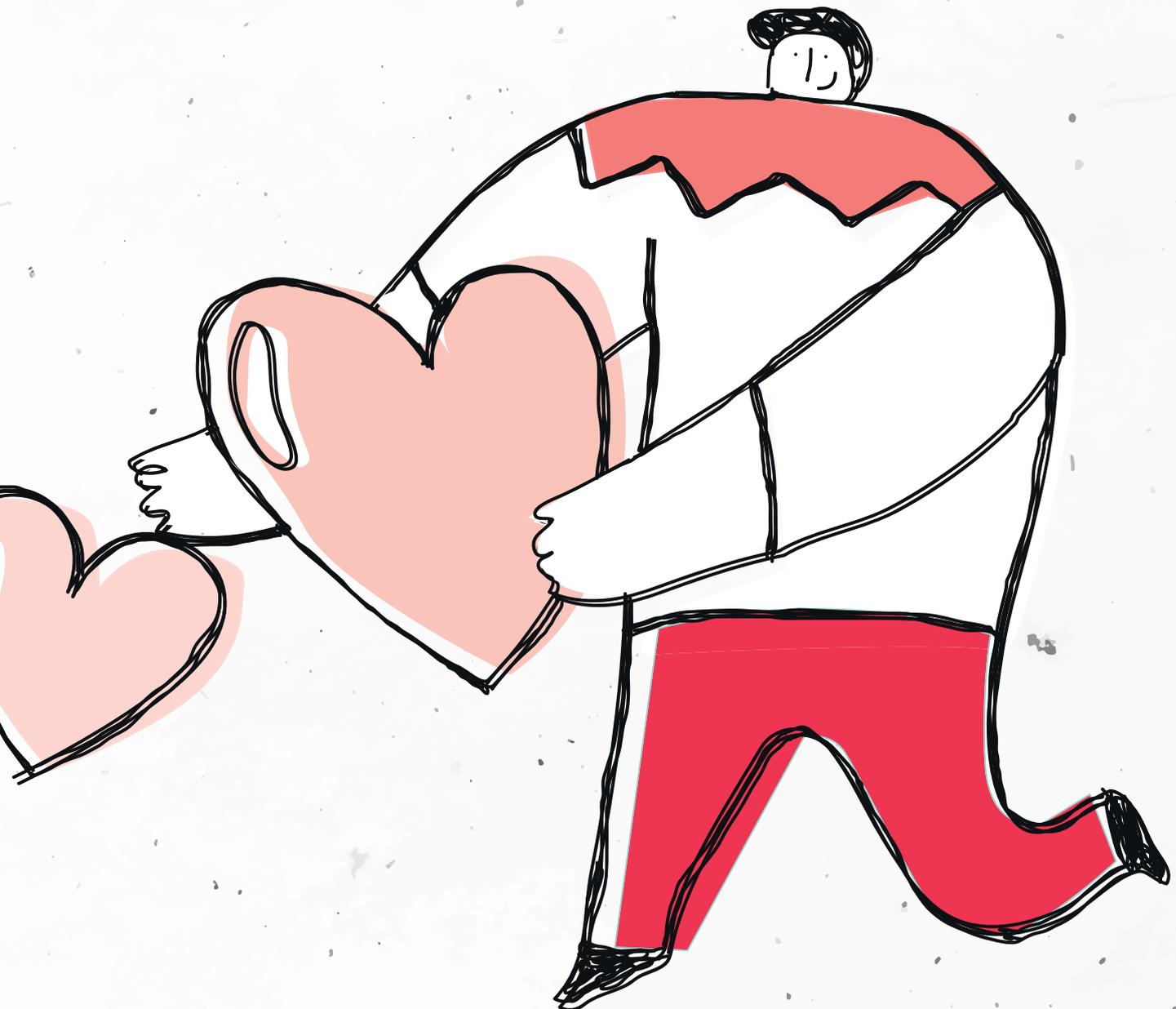


Codenames (game) - <https://codenames.game/>



SAFE SPACE – TIPS & TRICKS

A safe space can describe a physical space where people feel that there is no risk, they are sheltered and at ease. But this expression also describes a state of mind and mood where people feel comfortable, trusting and willing to open themselves up.



WHY A SAFER, SPACE?

By using the phrase “safer,” it is ensured that no one is expecting there to be a completely safe space. Although it is hard to guarantee, it is possible to make sure that efforts are being made to actively contribute to making it safer for the diversity of needs of each individual.

A safer space is one for people to learn without risk, be fully present, surface their assumptions, and to question their previous perceptions and judgements, while creating space to surface their deeper questions, without losing sight of the aim of learning. In a safe space, we learn and adapt, and we fully engage with each other, thus increasing our mutual trust. When these changes are mutual, they transform the relations between people from adversarial to respectful, opening the way to create stronger relationships.

Its our collective responsibility to navigate this interaction with friends, new people, the ideas or situations, through any online events. Some participants may already find themselves in the stretch zone with online participation, video or technology, therefore establishing a safe space is essential and sometimes more difficult for the facilitator.





HOW TO CONTRIBUTE TO CREATING A SAFER SPACE ONLINE?

1

Active inclusion - means enabling everyone, to fully participate, including access to quality support, tools and services to help people participate actively in meetings online. This means as facilitators or participants, inviting people to speak, creating a safe space to share perceptions, and giving time for learning styles, thought processes and how to participate. If for example, you see someone who has yet to speak or contribute, invite them to, but don't force or impose.

2

Verbal and non-verbal communication - is crucial in the online space, it models behaviour, ensures active participation and you are present. Eye contact, change of voice, pace, hand gestures- but don't overdo it, remember if you nod a lot to one person but not to another, this can give the wrong message and be unempowering. Look at the camera, use your hands, try not to move too much so that the connection is disrupted and ensure nonverbal responses are equal to each participant.

3

Active listening - listen to hear- fully concentrate, understand, respond and then remember what is being said communicate your feelings, change your voice, tone, and pace, don't pretend to understand, ask questions, respond but don't take sides or respond to everything, avoid shortcuts and abbreviations.

4

Encourage dialogue - Dialogue is a secure means of communication between individuals or groups aimed at the exchange of views, knowledge, understandings, impressions and perceptions to reach a common understanding of the subject matter at the heart of a given dialogue. Dialogue aims to overcome misunderstandings and dispel stereotypes to increase mutual understanding. The practice of dialogue requires one to develop better listening skills to understand another person's point of view correctly. This better understanding, however, never means that one must necessarily agree with that point of view.

SUPPORTING RESOURCES

Further to this checklist, there are a variety of other resources and materials to assist you in making your events safer and conducive to wellbeing.

- [Child & Youth Safety](#)
- [SfH policy](#)
- Example [Code of Conduct](#)
- Advancing safer space in NFE – [Tips & Tricks for Practitioners](#)
- [Glossary](#) – relevant terms for Safer Space

Should you require any specific support for your Member Organization, you can [request a WOSM service here](#).



SCOUTS[®]
Creating a Better World





SCOUTS[®]
Creating a Better World

© World Scout Bureau Inc.
APRIL 2024

World Scout Bureau
European Support Centre

Rue Henri-Christiné 5 CH-1205 Geneva 4
Switzerland
Tel: +41 22 705 1100
Fax: +41 22 705 1109

europa@scout.org
scout.org