

Explorer Scout Unit Programmes

Planning

Using the '4 mat' system

The '4mat' system was created by David Kolm and Bernice McCarthy of University of Cleveland, and is a simple and effective method of planning which can be used to plan meetings, presentations, activities, teaching and training. It is a very useful tool which can be applied to many different situations, to guide your thought processes to ensure everything has been taken into consideration.

<p style="text-align: center;">What if?</p> <ul style="list-style-type: none">• What if it doesn't work?• What if it does work?• Review• Improve• Try new ideas & alternatives• The 3 F's of programme planning! <p style="text-align: right;">4</p>	<p style="text-align: center;">Why?</p> <ul style="list-style-type: none">• What is the point?• Why are we doing this?• What's our purpose?• What are we hoping to achieve? <p style="text-align: right;">1</p>
<p style="text-align: center;">How?</p> <ul style="list-style-type: none">• The method• How do we do it?• What is the plan?• What is the process? <p style="text-align: right;">3</p>	<p style="text-align: center;">What?</p> <ul style="list-style-type: none">• The facts and information needed• What information / knowledge / training / experience do we need?• What equipment/resources do we need? <p style="text-align: right;">2</p>

1) Why?

- To give young people the opportunity to develop, achieve, and have fun
- The 'bottom line' – what people expect:
 - Activity
 - Fun
 - Teamwork
 - Leadership & Responsibility
 - Relationships
 - Commitment
 - Personal Development

2) What?

- The Balanced Programme: Programme Zones:
 - Outdoor & Adventure
 - Skills
 - Physical Recreation
 - Community Service
 - Global
 - Values & Relationships
- Chief Scouts Awards & Queen's Scout Award / Duke of Edinburgh Awards
- Activity Badges
- Skills/Experience/Expertise/People
- Resources/Finances/Premises/Equipment
- Refer to resources published by the Scout Association (www.scouts.org.uk/shop)
- Refer to websites – ie, www.scoutbase.org.uk and www.scouts.org.uk/pol
- Involve Young People in the programme planning process

3) How?

- The Balanced Programme: Methods:
 - Visits
 - Games
 - Outdoor Activities
 - Technology
 - Networking Activities
 - Discussion
- Unit Nights, Weekend Daytime Activities, Weekend or Week-long events
- Joint events with other Sections, particularly Scout Troops and Network Units
- Involve Young People in leading and arranging the programme

4) What if?

- Review your Programme
 - Involve Young People in the review process
 - Use the Balanced Programme Checker
 - Does the programme meet the 3F's? – ie, is your programme...
 - Fresh
 - Flexible
 - Fun