



@Rutland Show Ground
12th to 14th June 2026

ALL LEADERS MEETING

3rd May 2026

This meeting will be recorded.

Please mute yourself and feel free to ask questions in the
zoom chat

What we will cover today

- Pre-Camp Prep
- Campsite build
- Arrivals
- Campsite Key Points
- Programme Key Points
- Pre-Departure
- Departure

Pre-Camp Preparation

- Support your Sub Camp Team Leader, join the team, help with gateways & planning
- Complete the Cub activities preference scoring sheet

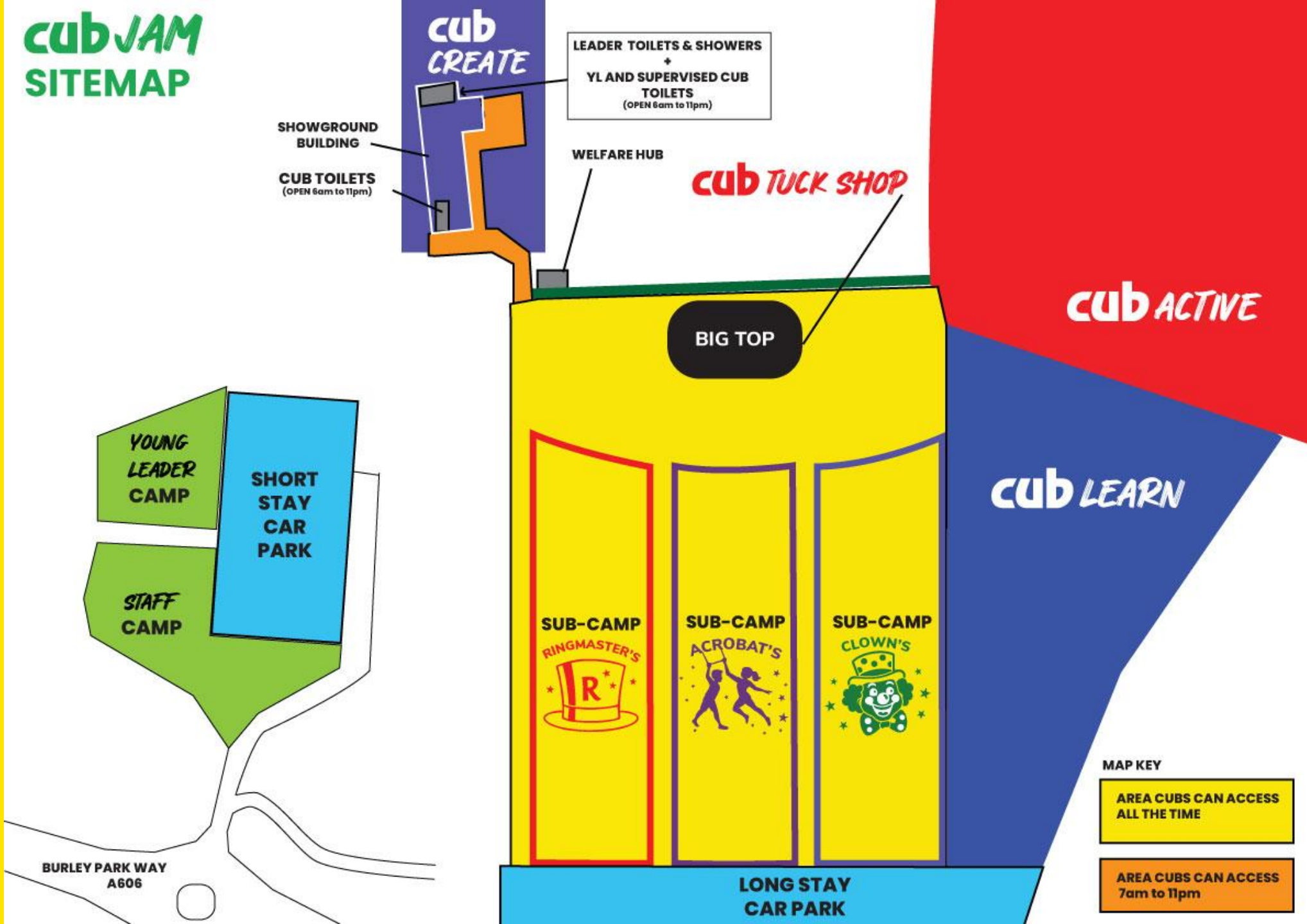
If you have Cubs with additional needs or requirements let Scott know in advance so he can provide special activity ID, pairing the Cub with the same friend. Otherwise, activity ID will be random

- Add your tent list to the booking system
- Obtain completed parental permission form for every Cub, keep them on you.
- Submit your NAN's to you Approving Commissioner with your normal Camping Risk Assessments
- Learn the chant
- Prepare to be a clown/ringmaster/acrobat!!!

Pre-Camp Preparation

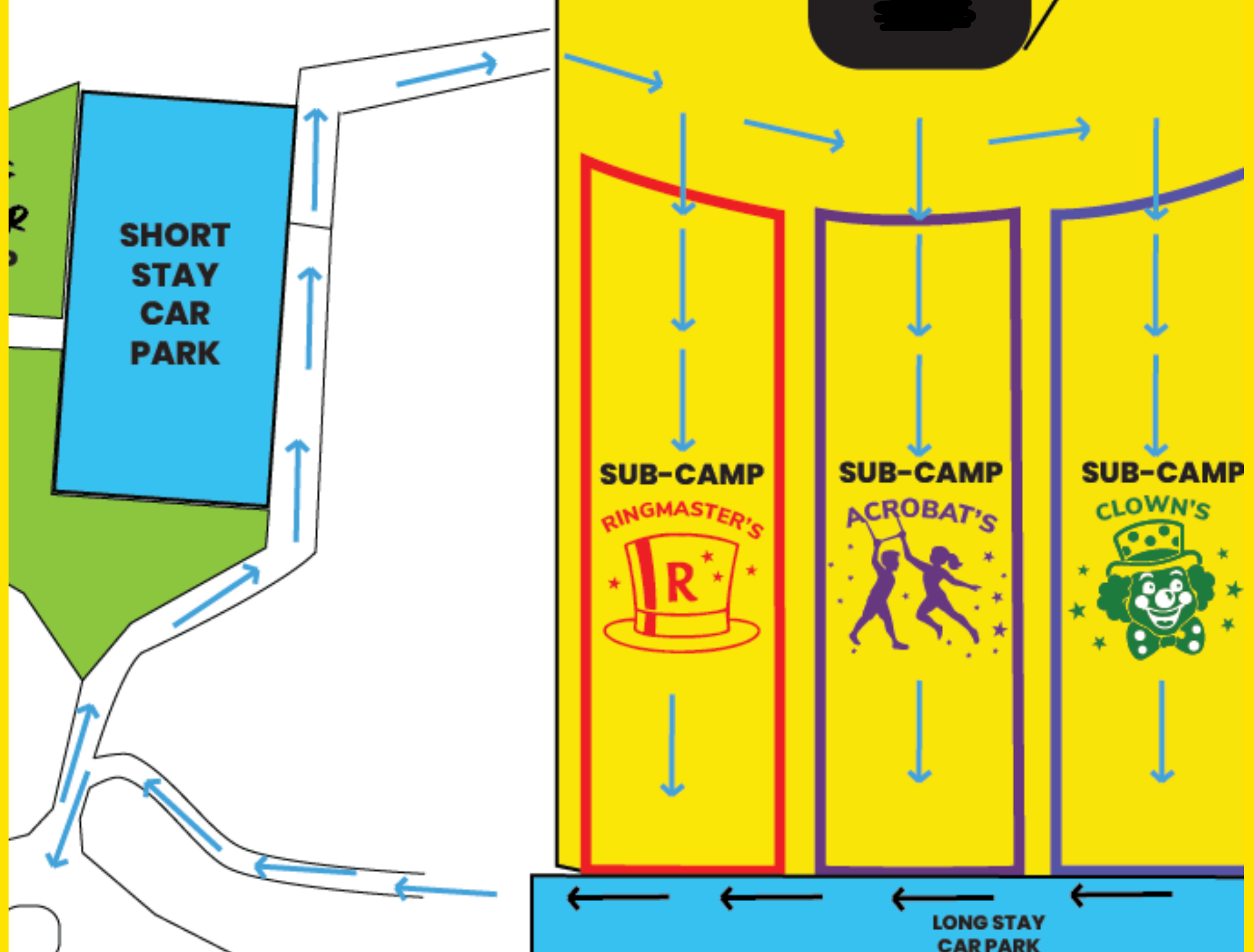
- Is it too late to add Cubs?
 - There are about 20 spaces free on each subcamp, first come first served and any additions must be added before 5th June
- Can Cubs come for just the day?
 - Yes, email me at scott.mclaren@leicestershirescouts.org.uk and we will try sort this out, any day visitors must be added before 5th June

cub JAM SITEMAP



Campsite Build – 11th June

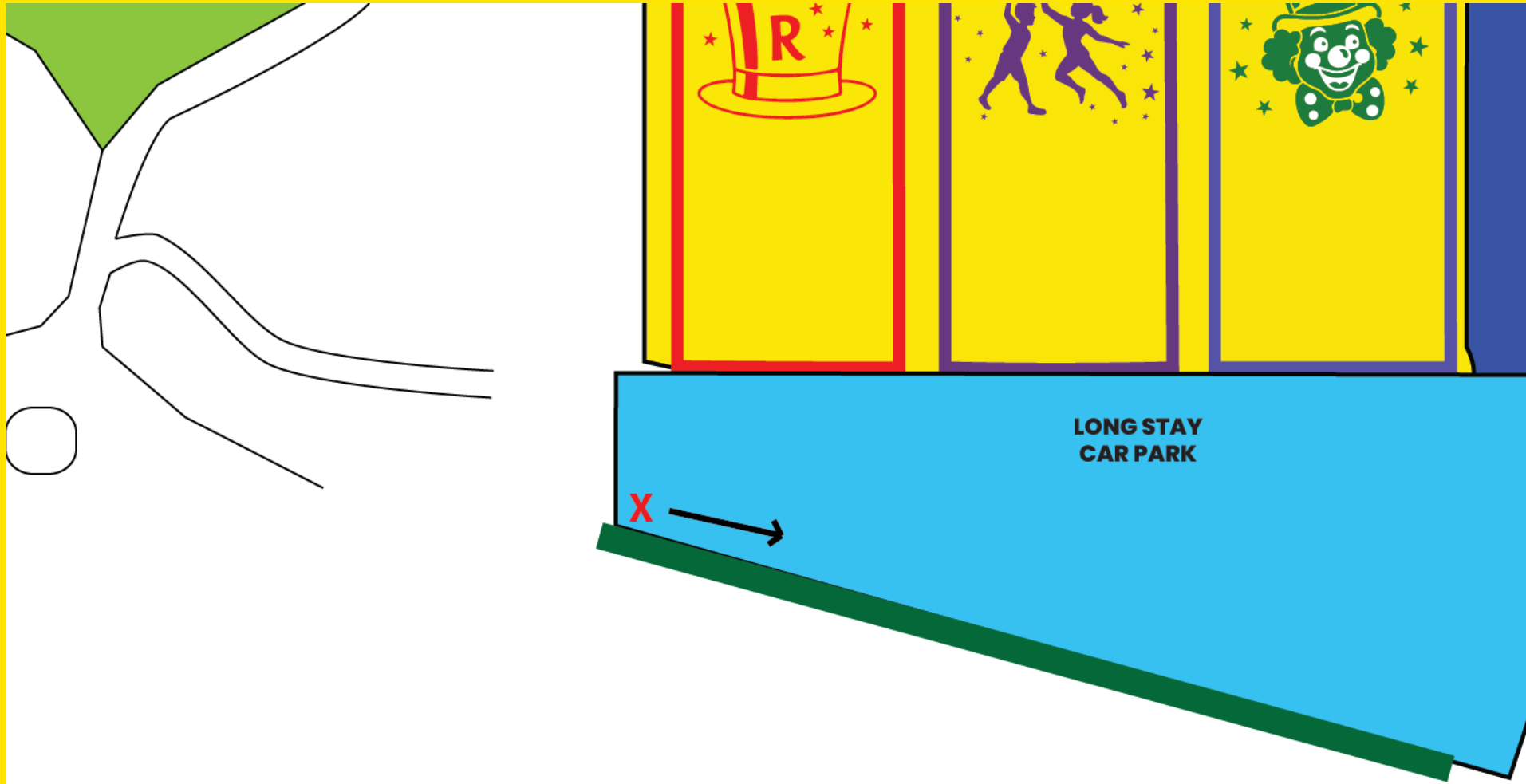
- You can arrive from 5pm on the Thursday 11th June.
- Anyone can come and help they do not need a DBS, under 18's must be supervised at all times by their parent.
- Follow the Sub Camp plan for tent layout.
- Keep a 6m walkway down the middle of the Sub Camp
- Cooking tents **MUST** be a minimum of 6m away from any other tents, preferably on the perimeter of the Sub Camp.
- Car Permits – Only required if you are staying overnight.
- Adults can stay overnight if they wish.
- The outside shower and toilet block will be open.



Campsite Build – 12th June

- You can arrive from 9am to 5pm on the Friday 12th June
- Everyone onsite must have a DBS
- Lanyards must be worn from 5pm onwards
- Once unloaded all cars must be in the LONG STAY car park displaying permits. Please start to park along the hedge as indicated in the picture on the next slide
- CAMPSITE BUILD ENDS AT 5pm in the Sub Camps

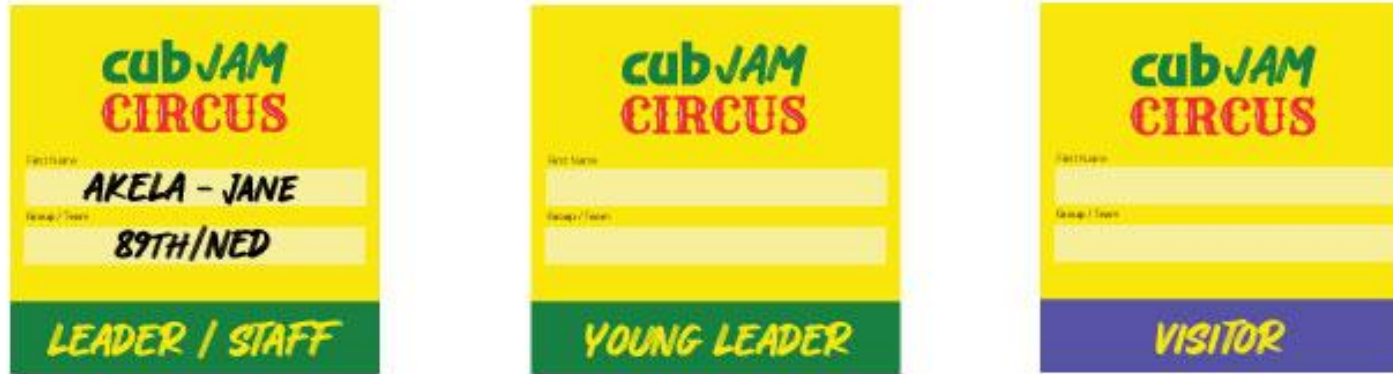
Campsite Build – 12th June



Lanyards and Merch

- You can collect your groups packs from the main building. Just walk through the front door and go straight ahead. (Marked on the map as Indoor Sculpture in Cubs Create)
- Your Group Packs will contain:
 - All Cub / Young Leader / Leader ID Badges
 - Instructions and other information to help
 - A Sharpe pen to allow you to write the names of each person on their ID badge, and allocate each Cubs activity preferences based on the Cub activities preference scoring sheet

Lanyards



Cub Lanyards will look similar to this



NAME

Only enter a cub's first name here. If you have two cubs with the same name then also enter the first initial of their surname. **Do not** write the full name here due to safeguarding.

GROUP

This will already be entered on the badge and will not be your full group name but enough so that we can find the group leader quickly if needed.

Lanyards

cubJAM  **RINGMASTER'S**

Zone Activity Schedule

Saturday Morning	Saturday Afternoon	Sunday Morning
ACTIVE	LEARN	CREATE
1: Shooting	4: Something Else	7: Ship Build
2: Bubble Football	5: Geo Caching	8: Glass Engraving
3: Go Wild	6: First Aid	9: Craft

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CUBJAM526

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ACTIVITY PROGRAMME
Cubs must go to the activity listed on their badge. They will be checked in to make sure they are turning up to the correct activity at the correct time.

cubJAM **RINGMASTER'S**

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ACTIVITY PROGRAMME

Cubs must go to the activity listed on their badge. They will be checked in to make sure they are turning up to the correct activity at the correct time.

Is Vegetarian or No Beef Products:

This is for the tuck shop only

Learning : Please mark here if cubs need a bit more time or support (could be for example learning difficulties or a neurological condition).

This will also allow them access to the neurodiversity tent. Cubs do not need a formal diagnosis, your judgment as a leader is fine that they require this support.

No Photos : We can't stop people taking group photos but if they have this marked, it will help with individual photos

Medical Condition : Lets staff know that they have a medical condition (as well as a wristband which will note the condition or allergy.) This is just a secondary check.

Arrivals – 12th June – 6pm to 7.00pm

- Each group will be allocated an arrival time, which you must stick to.
- Please ask parents to car share and each group must stick to their car limit.
- The arrivals process is a one-way system; all cars must display a pass clearly in window.

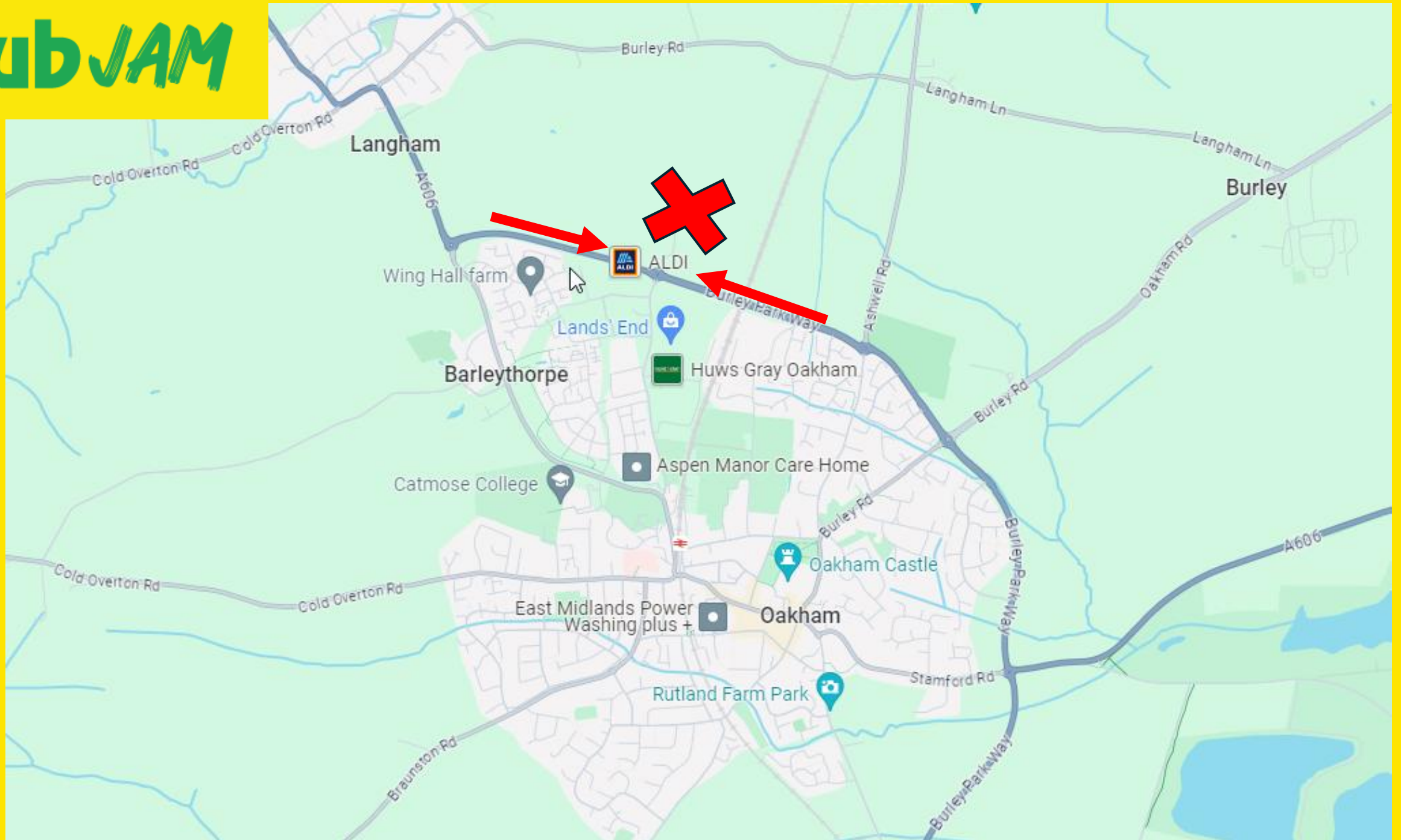
Drop off is a 5-minute drop and go

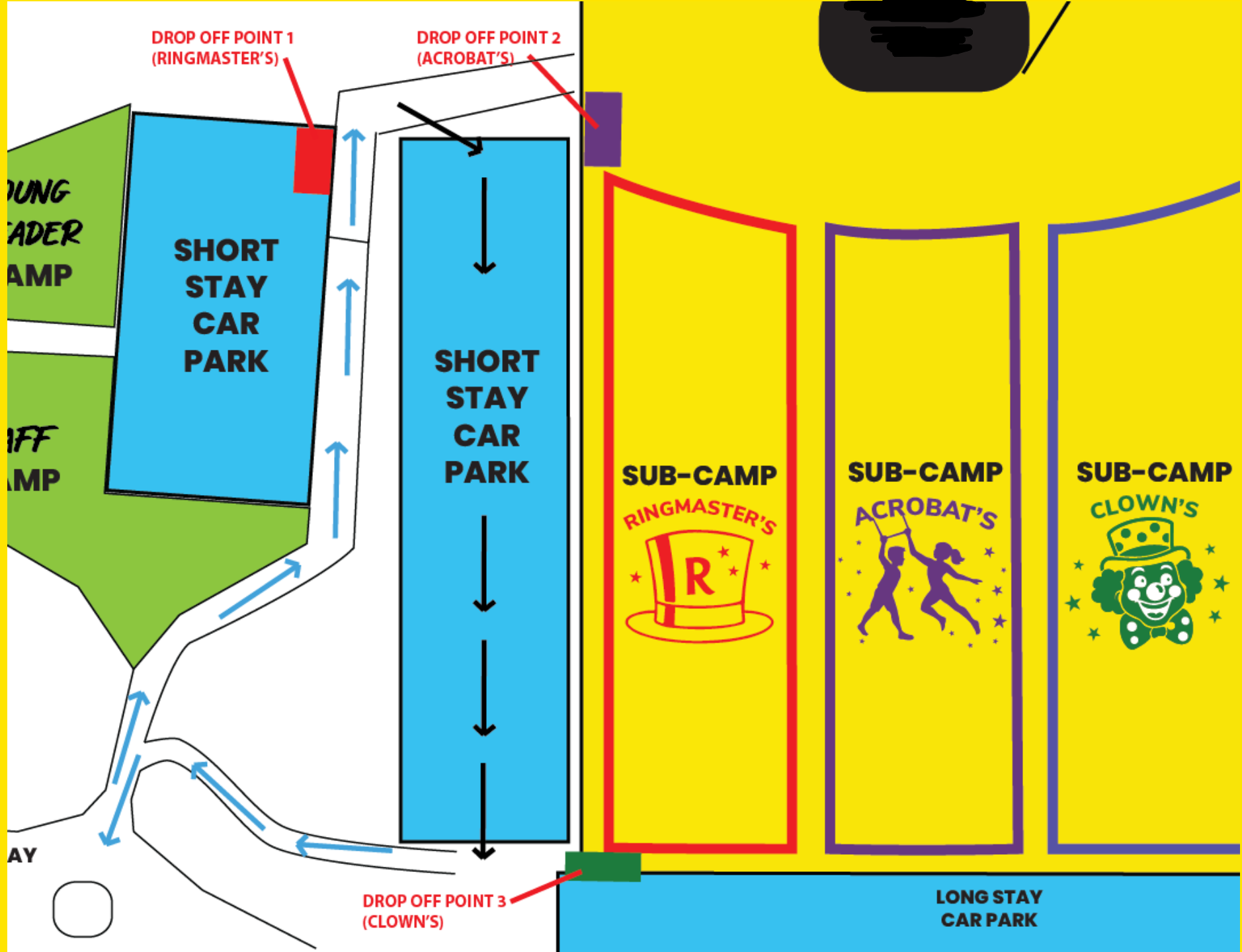
- Parents/Guardians to walk the Cubs to the Sub Camp meet and greet area.
- Please make sure Parents/Guardians know which Sub Camp their Cub is on
- Parents/Guardians are not allowed onto the campsite.
- Finding Rutland Showground – Please use the bypass and follow road signage for Rutland Showground – What 3 Words – **///easily.avoid.pinks**
- In the event of inclement weather an alternative plan for arrival may be announced, please set up your group WhatsApp with parents.

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Arrivals – Key Information

- Uniform to be worn during arrival and departure
- Circus fancy dress can be worn at all other times by Cubs and Leaders
- Remind them about the buddy system
- Walk them around and show them the boundaries and toilet location, explain how to use a Portaloo and toilet etiquette
- Necker's and Lanyards to be worn at all times
- Welfare Hub : Feel free to introduce cubs to the team

Arrivals – Welfare Hub

- This is a quiet space with dedicated staff that are all experienced in Welfare and Neuro Diversity
- Feel free to chat with them, they are there to add to the support you give to your cubs
- Campsite leaders and Zone Leaders can radio for support from the team at any time in the day.
- Children do not have to have any formal diagnose to access this area

Campsite Key Points – Leave No Trace

- The aim is to have as little impact as possible on your surroundings when camping
- Plan ahead and prepare to take everything home you bring with you.
- Leave everything as you found it and respect wildlife
- Do not damage the ground or hedgerows

Campsite Key Points – DO NOTs

- No fires, BBQ's
- No fireworks or "Chinese" lanterns allowed
- No Private Generators
- No flying drones
- No digging of pits, holes or trenches
- No dogs on site
- No bicycles (except those for activities)

Campsite Key Points – Rubbish

- You need to provide your own bin bags.
- Site bins are only for kitchen waste and litter.
- All other items you bring to site **MUST** be taken home if you need to dispose of them, including camping equipment and gateways.
- Bins are located at the front and middle of the Sub Camps.
- Bins must be used by leaders only.
- All rubbish must be bagged & tied before disposing in the bins.
- The waste company will sort & recycle the waste.

Campsite Key Points – Kitchen's

Kitchen tents will be inspected and signed off by a designated member of the sub camp safety team, briefed in the event's kitchen safety standards, the check list will include :

- Each kitchen must have a suitable and sufficient printed risk assessment, available for inspection, and leaders must be familiar with its key controls
- Where practicable, gas cylinders should be positioned at least 1.5m from appliances and not directly beneath them
- Gas cylinders not in use must be stored outside of the kitchen, upright and away from heat sources
- Gas equipment must be in good condition with no visible damage or leaks
- The kitchen tent must have at least two sides open or equivalent airflow while cooking.
- The kitchen tent must be 6m away from all sleeping tents.
- A fire blanket or extinguisher must be immediately accessible within the kitchen area dependent on what you have put in your risk assessment.
- Leaders must know the location of the nearest fire point and how to raise the alarm

Non-compliance with critical safety items (gas safety, fire provision, separation) must be rectified before cooking is permitted.



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Campsite Key Points – Security Awareness

We have considered current guidance on public event safety and proportionate measures are in place.

- A dedicated security team is in place across the event.
- Security volunteers have been briefed.
- Clear communication routes to event control are in place.

What we need from leaders:

- Report anything unusual or concerning to security team immediately.
- Do not investigate concerns yourself.
- Follow instructions from the event team if given.

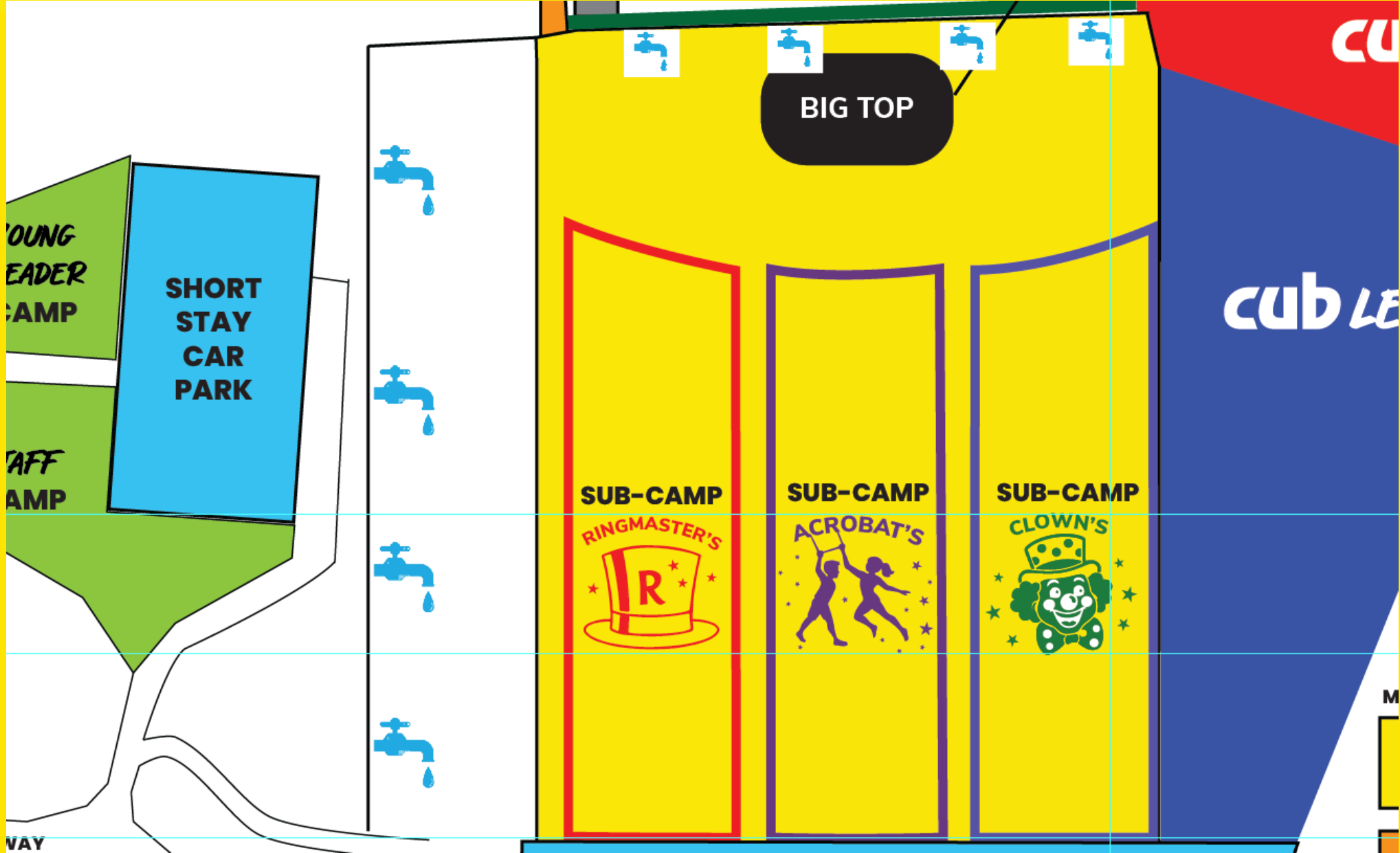
Campsite Key Points – Water

- Taps are located around the edge of the Sub Camp Camping Field.
- Taps must only be used by adults only.
- Water is Drinking Water.
- Store water on your subcamp for distribution to Cubs.
- We advise using Aquarolls due the distance.
- Before Cubs go to activities make sure they have full water bottles.
- If they need more water they must return to their group to fill up.



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Campsite Key Points – Grey Water

- Strain grey water (Washing Up Water) into a bucket or container, preferably through grass – See “Understand how to use a Wet Pit” on OSM UK to remove food waste (and Cutlery!).
- Strained Water should be carefully disposed of in the hedges around the edge of the Campin Field when water is cold.

Campsite Key Points – Toilets

- Some of the Toilets we are using are different to last camp.
- Site plan shows the location of all toilet blocks & the opening times, also signs on Doors in the building.
- Showers in the main building are for leaders only (if Cubs have an emergency need for a shower, then talk to the facility's team) through Sub Camp radio.
- Portaloo's on the Camping Field can be used at any time.
- Portaloo's on the activity fields are for use during activity times only.
- Remind Cubs on toilet etiquette and hygiene.
- Portaloo will only have hand cleaning gel.

Campsite Key Points – Helping out

- During activities, each Sub Camp will be asked to provide approximately 20 adults to support the running of activities or the camp.
- Leaders helping on Activities:
 - This will be the same zone your Cubs are in.
 - You are only there to support Cubs and make sure they are getting as much out of the activity as possible.
 - Please do not leave activities until the session has fully finished.
 - Horn will sound each hour to indicate activity change over.

Campsite Key Points – Tuck Shop

- The tuck shop is located within the Cub Create zone.
- The tuck shop will sell:
 - Sweets
 - Drinks
 - Popcorn (at cinema times)
 - Ice Cream
 - Extra Camp Badges : £1 each
 - Cub jam woggles : £3 each
 - Items vary typically from 50p to £1.50 each
- Advise Cubs to bring up to £20 spending money in change ideally, not notes.
- We will try to support debit cards such as Go Henry but can't guarantee this.
- The tuck shop is open all of the camp to reduce crowds.

Campsite Key Points – Lost Property

- Please leave any lost property at the entrance to the tuck shop.
- Lost property will be displayed along the barrier of the tuckshop.
- We will do our best to return labelled items during the camp.
- We do not have the facility to keep large amounts of lost property; soiled or low value items will be disposed of onsite.
- For other items you can email scott.mclaren@leicestershirescouts.org.uk for 10 days after the event.
- We cannot be responsible for any lost items.

Campsite Key Points – USB Charging

- Limited charging will be available during CubJam, we are limited to 10 USB ports per Sub Camp.
- Charging will be located in the office upstairs in the main building.
- All items left to charge, will be left at your own risk.
- We cannot be responsible for any lost items.

Campsite Key Points – Accidents

- First Response is to be carried out by the Group Leaders with medical support available from the Welfare Team for advice or anything you are not able to handle alone.
- Sub Camp Leaders should record any accident which requires treatment.
- Any accidents in the zones should be reported to the Zone Leader.
- The Zone Leader will also provide cover for activities until Group Leaders attend.
- If an ambulance is called, please notify the Rich or Scott as soon as possible.

Campsite Key Points – Accidents

Liaise with Event Organisers for Emergency Treatment Locations

Minor Illness and Injury Service:

Rutland Memorial Hospital, Cold Overton Road, Oakham, Rutland LE15 6NT, open from 1pm–9pm, seven days a week. Available to people registered with GP practices in Rutland and Leicestershire.

Nearest Accident and Emergency are:

Kettering General Hospital, Rothwell Road, Kettering, Northamptonshire NN16 8UZ, open 24 hours a day, approximately 40 minutes by car, and approximately 23 miles away from site.

Leicester Royal Infirmary, Infirmary Square, Leicester LE1 5WW, open 24 hours a day, approximately 45 minutes by car, and approximately 22 miles away from site.

Chemists:

Boots Chemist, 18 High Street, Oakham, Rutland LE15 6AL. Store opening times – Friday 8:30am to 5:30pm, Saturday 9am to 5pm, Closed Sundays.

Rutland Late Night Pharmacy, 45A-45B High Street, Oakham, Rutland LE15 6AJ. Store opening times – Friday 8am to 9pm, Saturday 8am to 9pm and Sunday 10am to 6pm.

Campsite Key Points – Safeguarding

To ensure CubJAM is ran in line with the Scout Association Safeguarding Policy, all safeguarding concerns must be reported directly to the UK HQ Safeguarding Team as soon as possible (always within 24 hours), following the [Safeguarding Code of Conduct for Adults](#) (Yellow Card) in line with Policy, Organisation and Rules chapter 2.

In accordance with Scout Association Guidance, at large UK based events, concerns should also be reported to the Event Lead or designated event Safeguarding or Welfare Lead.

For CubJAM this is Matt Chapman (07807 120764).

The UK HQ Safeguarding Team will then liaise with the Event Lead, Safeguarding/Welfare Lead or relevant Lead Volunteer about the concern.



Programme

Friday	8.00 pm	Opening Ceremony and Camp Fire
	11.00 pm	All cubs in bed, Camp Quiet
Saturday	8.30 am	Grand Howl
	9.00 am - 12.30pm	Morning Activities
	12.30pm - 1.30pm	Lunch
	1.45pm - 5.15pm	Afternoon Activities
	5.30pm - 7.15pm	Free time & Dinner
	7.15pm - 9.00pm	Evening Activities (90 mins)
	10.00 pm	All cubs in bed, Camp Quiet
Sunday	8.30 am	Grand Howl
	9.00 am - 12.30pm	Morning Activities
	12.30pm - 1.15pm	Lunch
	1.15pm - 2.00pm	Camp Closing Cerimony
	2.00pm - 2.30pm	Strike Camp

Programme – Friday 12th

- Camping Groups to be lined up in the middle of the Sub Camp by 8.00 pm ready to go to the big top. Please start to line up 15 min ahead.
- Follow directions of Stewards and Sub Camp Team.
- Only bring chairs if you need to, we do not anticipate lots of people needing chairs, if you do, you will need to sit around the edges.
- Any cubs with mobility issues that need to sit please enter via the tuck shop entrance, right hand side of stage.
- You will be sitting on the floor, please sit on waterproofs if raining.
- The opening ceremony will involve knowing your chants!
- Camp Fire : will follow on from the opening ceremony.
- 11.00pm All Cubs in bed, camp quiet

Programme – Saturday 13th Morning

- 8.30am Assemble at the Stage in the Big Top for Grand Howl with Lanyards, Necker's, Drinks Bottle, Hat & Dressed for the weather etc.

Remember No Lanyard – No Activities!

- Morning Activities from 9am to 12.30pm.
- All Cubs in a Sub Camp will be in one zone at the same time.
- Circus Skills and Indoor Craft take place in the Big Top.
- 15min gap between actives (for toilet and water refill).

- 12.30pm to 1.30pm : Lunch

Programme – Saturday 13th Afternoon

- Afternoon Activities will start from 1.45pm to 5.15pm no need to meet at the Stage in the Big Top.

Remember No Lanyard – No Activities!

- All Cubs from one Sub Camp will be in one zone at the same time.
- 15min gap between actives (for toilet and water refill)
- 5.30pm to 7.15pm : Free time & Dinner

Programme – Saturday 13th Evening

- 7.15pm to 9.00pm : Evening Activates (3 Options)
 - Cinema
 - Wide Game
 - Crafts

Cubs who's parent/carer have not consented their Cub to watch the PG film are the responsibility of their Leaders to make sure they do not watch it.

- 10.00pm All Cubs in bed, camp quiet

Programme – Sunday 14th Morning

- 8.30am Assemble at the Stage in the Big Top for Grand Howl with Lanyards, Necker's, Drinks Bottle, Hat & Dressed for the weather etc.

Remember No Lanyard – No Activities!

- Morning Activities from 9am to 12.30pm.
- All Cubs from one Sub Camp will be in one zone at the same time
- 15min gap between actives (for toilet and water refill)
- 12.30pm to 1.15pm : Lunch

Programme – Sunday 14th Afternoon

- Line up in the Middle of the Sub Camp by 1.15pm ready to be in the big top for Camp Closing Ceremony, Everyone in uniform.
- We do not anticipate lots of people needing chairs but if you do need to sit it must be around the edge.
- Any cubs with mobility issues that need to sit please enter via the tuck shop entrance.
- 2.00pm to 2.30pm Strike Camp.
- 2.30pm Departures start, **No Vehicles on Camping Field until 3:00pm**
- Sub Camps to be cleared of Camping Groups, Equipment and Vehicles no later than 4.30pm.

Pre-Departure

- Collect up all lanyard and return them to the Sub Camp Leader (the ID badges can be kept).
- Make sure Cubs/Leaders get involved with litter picking their camping site and adjacent communal areas.
- Group Leaders must ask Sub Camp Leaders to inspect camping areas and obtain their permission **BEFORE** leaving site.
- **No Vehicles on Camping Field until 3:00pm**

Departure

- Parents are allowed onto subcamps to collect children (suggest Unit Leaders create a group WhatsApp for Parents to liaise where to collect Cubs from).
- Please make sure Parents/Guardians know which Sub Camp their Cub is on.
- All cars must have the same car passes as used during arrivals.
- Departure Car Parking areas are different to arrivals.
- Have a safe trip home & Try to stay awake while driving home!
- In the event of inclement weather an alternative plan for arrival may be announced, please set up your group WhatsApp with parents.

Event Staff

- We are still looking for one person to help out with night security plus one or two other roles please pass on my email address scott.mclaren@leicestershirescouts.org.uk

Security Staff can come and do a shift and then go home, they do not need to camp over or stay over.

Please pass this link on to anyone you can think may wish to come and help

<https://cubs.leicestershirescouts.org.uk/cubjam2026staff-2/>

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Show Performers

If you have cubs that would can sing and dance and would like to be involved in the Opening and Closing Ceremony

Email Jack Barber

: jack.barber@leicestershirescouts.org.uk

Booking form to take part

<https://forms.office.com/e/XrXVVNcPVw>

Deadline 8th May



cubJAM 2026

COULD YOU PERFORM ON STAGE?

Could you perform onstage, to over **1000** people, in our **BIG TOP** circus tent for the **CUBJAM OPENING & CLOSING CEREEEMONY?**

WE ARE LOOKING FOR YOUNG PEOPLE WHO CAN:

-  **SING**
-  **DANCE**
-  **ACT**
-  **PERFORM CIRCUS SKILLS**
-  **OR ALL OF THE ABOVE!**

HOW TO APPLY

Scan the QR code to **REGISTER YOUR INTEREST** and send a video of your skills to jack.barber@leicestershirescouts.org.uk **BY FRIDAY 8TH MAY TO TAKE PART!**

Scouts Leicestershire

SHOW YOUR TALENT. BE PART OF SOMETHING AMAZING.
★ MAKE MEMORIES THAT LAST! ★

Key Dates

- 8th May – Deadline for people to sign up for performance
- 10th May – Final Instructions Issued
- 17th May – Tentage Must be completed (email will be sent out)
- 24th May – OneStopScouting Shop for Merchandise CLOSES
- 11th June – 5pm Leaders allowed onsite

- 12-14 June – CUBJAM !!!



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Questions?