



# In-Person Girl Scout Activity Guidance

Edition date: 2/5/2021

This guidance may be modified at any time by GSGLA and/or GSUSA, as necessary.

COVID-19 is an extremely contagious virus that spreads easily in the community. This guidance recognizes the need to take all reasonable precautions to limit potential exposure for girls, volunteers, families, and staff.

The COVID-19 pandemic continues to change as infection rates rise and fall. We continue to follow local, state, and national regulations and guidance.

Girls and volunteers are not required to participate in any activity. In-person participation is at the sole discretion of each family. All participants must complete a Member Agreement Participation Form and Assumption of Risk, Release and Waiver of Liability Relating to Coronavirus/COVID-19 prior to all in-person activities.

Communication between families and volunteers is vital. Discuss plans with families and volunteers and be flexible and patient as you work together to decide the best course of action.

While planning be sure to include access, inclusion, and sense of community. Here are some prompts to get you started:

- Do all girls have access to transportation and or internet supported devices?
- Are your troop members comfortable meeting in person?
- Are there immunosuppressed girls or family members in your group or troop?
- Are there girls living in multi-generational households in your group or troop?
- Consider a blended approach, planning meetings that girls can participate in virtually or in person, according to each family’s circumstances and comfort level.

The sections below will help you decide how and when to return to in-person activities.

## Table of Contents

**GROUP SIZE** ..... 2

**MEETING SPACES** ..... 2

**TRANSPORTATION** ..... 2

**FACE COVERINGS** ..... 3

**MEALS AND SNACKS** ..... 3

**PERSONAL CONTACT** ..... 3

**HYGIENE AND COVID-19 RISK MITIGATION** ..... 3

**FIRST AID** ..... 4

**DISINFECTANTS** ..... 4

**REPORTING AND COMMUNICATION OF EXPOSURE TO COVID-19 OR A POSITIVE COVID-19 TEST** ..... 4

**COVID-19 Forms** ..... 5

## Group Size

Follow current State of California guidelines outlined in the phases of the re-opening plan. Under current guidelines, outdoor meetings and activities can be no larger than 14 youth and 2 adults (follow girl-to-adult safety ratios including a minimum of two unrelated adult volunteers).

- If you have a large troop, consider alternating in-person attendees so that all members have an opportunity to join; perhaps the meeting can be live streamed for those not attending in-person.
- Gather up in smaller groups—such as age-level groups, or groups of girls with a particular badge they would like to work on.
- Stay connected!

**Resources for virtual meetings.** Meeting options may need to be flexible based on the fluid nature of COVID-19 risk and the possibility of limited meeting locations. Troops that can meet virtually are strongly encouraged to do so.

When in-person meetings are possible, consider using in-person events to supplement ongoing virtual gatherings. Purchase a gsZoom account to keep connected virtually.

Use the [Safety Activity Checkpoints for Virtual Meetings](#) to guide your meeting plans. Other virtual meeting resources can be found at the Girl Scouting at Home page.

## Meeting Spaces

Outdoor spaces where 6 feet social distancing can be maintained are mandatory to conduct in-person meetings. Keep safety a top priority when selecting your meeting location. Get advance permission from the property owner or the jurisdiction that provides the location. If you need assistance in identifying a meeting space, please reach out to your Support Specialist for help.

For meetings held at public facilities, contact the facility in advance. Questions to consider:

- Are outside groups like Girl Scouts allowed on the premises?
- Is the space cleaned, and touch surfaces (i.e., tabletops, light switches, chairs, etc.) sanitized, at least daily?
- Who else uses the space (how often, what size is the group)? Is the space cleaned between groups?
- What type of faucets / soap dispensers are available in the restroom (sensory or manual)?
- Does the space allow for adequate social distancing?

Then, consider whether you can supplement any practices that are less ideal. For example, if you will arrive after another user group, plan to bring sanitizing wipes to get the space ready for your troop or if faucets are manual, take some time to show girls how to shut them off with a paper towel. Use paper towels for doorknobs whenever possible.

Do not assume public spaces are cleaned and sanitized. Consider arriving 30 minutes in advance and clean high-touch surfaces.

When choosing a location, consider its proximity to families' homes. Is it within walking distance or near public transportation? That will help making the meeting accessible to all families.

## Transportation

At this time, carpooling is not permitted. Individual families should drop off and pick up their own girls from meetings or activities.

## Face Coverings

Masks are a requirement, in accordance with the State of California mask mandate. Please note that face shields are strongly recommended as an added protective measure. Participants must bring their own face coverings; however, it is recommended that a small supply of disposable face masks are purchased for the troop.

\*Some girls or volunteers may not be able to wear masks due to medical conditions. In addition, participants/children should only participate if they can reliably wear, remove, and handle the face covering throughout their in-person activity.

## **Meals and Snacks**

At all in-person gatherings, do not permit girls to share food or activity supplies. A snack can be brought from home and are limited to pre-packaged or individual serving size snacks which can be safely distributed without cross contamination by individuals wearing face coverings and gloves.

## **Personal Contact**

Hugs, handshakes, “high-fives,” and even activities like the friendship circle or squeeze can transmit COVID-19 from person to person. Refrain from these gestures for now. Create a safe way for girls and volunteers to greet and end meetings instead.

## **Hygiene and COVID-19 Risk Mitigation**

Follow the resources developed by the local public health department or the CDC. Review these practices at the start of your troop meeting.

Participants should be reminded to make sure temperatures are taken prior to drop off to confirm the individual is not running a fever and temperature is a normal 98.6 degrees.

Members with fever or temperature higher than 100.4 should skip the in-person gathering until their temperature is normal. Families should review the Member Agreement Participation Form and prior to each in-person meeting complete the GSGLA Member Self Screening Procedures and complete the GSGLA Assumption of Risk and Waiver Form eForm.

If you can, place signs in the meeting or activity space to remind girls and volunteers to engage in everyday preventive actions to help prevent the spread of COVID-19.

To use pre-made GSGLA signage click [here](#).

To create your own sign please include the below information:

- Stay home if you are sick.
- Cough and sneeze into a tissue, throw the tissue in the trash, and wash or sanitize your hands.
- Wash your hands often with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing. If soap and water are not available, use a hand sanitizer that contains at least 60% alcohol.
- Avoid touching your eyes, nose, and mouth. Wash hands if you do touch.

When using a restroom, ensure girls take appropriate turns to maintain social distancing and that they wear their masks in the restrooms. It is ideal to have automatic flushers and sensory faucets to wash hands. If these are not available, girls and adults should get in the habit of using tissue or a paper towel to open doors and latches, touching as little as possible. If the restroom is large, have girls use every other stall and avoid using stalls with a person in the stall next to them at the same time.

## **First Aid**

Troop first aid supplies should include COVID-19 prevention items including hand sanitizer (at least 60% alcohol), tissues, disposable facemasks, and disinfectants. Trash baskets or bags should be supplied for meeting and activity spaces, if not already available. Make sure that the trash baskets (or bags) are easily accessible for girls. Disposable or no-contact thermometers may be added to supplies if available and not cost-prohibitive, however, parents should be checking temperatures and allowing their girl(s) to join group activities only when temperatures are normal.

**First Aid/CPR Training.** Keep skills up to date for any emergency. The Red Cross is currently offering an online certification to ensure leaders are certified. Please check our [event calendar](#) for classes. This online only certification is available during the County of Los Angeles Public Health COVID-19 Safer at Work and in the Community orders.

## Disinfectants

Routinely clean and disinfect surfaces and objects that are frequently touched (i.e., tabletops, markers, scissors, etc.). Use a household cleaner or see the EPA's list of effective cleaners approved for use against COVID-19. Follow the manufacturer's instructions for all cleaning and disinfection products (e.g., concentration, application method and contact time, etc.)

Household bleach is effective against COVID-19 for up to 24 hours when properly diluted. Check that the bleach is not expired and determine if it can be used on a given surface. Follow the manufacturer's instructions for application and proper ventilation. Never mix household bleach with ammonia or any other cleanser.

To prepare a bleach solution, mix:

- 5 tablespoons (1/3 cup) bleach per gallon of water or
- 4 teaspoons bleach per quart of water

See the CDC's website for more on cleaning and disinfecting community facilities.

## Reporting & Communicating Exposure to COVID-19 or a Positive COVID-19 Test

In the event of a COVID-19 positive test result, do NOT contact the parents or troop members. **Promptly contact [GSGLA](#)** in this situation. **A GSGLA staff member and NOT volunteers, will be responsible for:**

- Confirming and tracing the positive tester.
- Notifying a facility or homeowner where a troop has met (outdoors).
- Contacting the parents or volunteers of anyone who may have been exposed.
- Alerting the State Department of Health if necessary.

**Please let other volunteers know that GSGLA staff, NOT volunteers, will notify parents and others about any incidents of exposure and that the individual's identity is confidential.** Remember that girl and volunteer health information is private and strictly confidential and should be only shared on a need-to-know basis with a council staff member.

For further information or questions, send an email to [covid19@girlscoutsla.org](mailto:covid19@girlscoutsla.org)

## **GSGLA COVID-19 Forms**

To assist with the setting expectations and provide meeting guidelines for our girls, volunteers, families, and staff, we have implemented the following forms for the 2020-2021 Girl Scout year. (Please Note: Some forms are completed prior to your first in-person meeting and others are done at every meeting)

**GSGLA Member Agreement** - Families can assist in helping to maintain a safe environment for all girls and volunteers. An agreement should be completed by families prior to the first in-person meeting. It outlines what families can expect and how they can help. *(A hard copy of this physical form will be maintained by troop leaders)*

**Assumption of Risk, Release, and Liability Related to COVID-19**- This online form should be completed for each participant (girls and adults) who are attending in-person meetings, leaders will receive notification that troop members have completed it. If you have questions regarding completion, please email [covid19@girlscoutsla.org](mailto:covid19@girlscoutsla.org).

**Member Self-Screening Checklist**- List of screening questions that should be done for self-screening prior to attendance at every in-person gathering and is to ensure that participants are following health screening guidelines to attend in-person meetings, events and/or activities. *(This information is NOT to be retained by troop/group/event leader and is for the participant only)*

**Troop/Service Unit In-person Meeting Activity Sign-In**- This sheet is to be completed for each troop or service unit in-person gathering. It serves two purposes 1.) to indicate that participants acknowledge that screening guidelines have been met and 2.) it serves as a roster of those who were physically present for an activity. *(This form is to be retained by meeting organizer, see details on form.)*

**COVID-19 Notification Report**- Use this form to notify GSGLA if someone connected to your troop or service unit is diagnosed with COVID-19 and has potentially exposed others during a Girl Scout event or activity. To maintain the affected person's privacy, do not share health information with others; council staff will notify those potentially exposed in a manner consistent with healthcare privacy laws. After filling out the document, please email the completed form to [covid19@girlscoutsla.org](mailto:covid19@girlscoutsla.org)