



## Introduction to Safety Activity Checkpoints

When preparing for any activity with girls, always begin with the Safety Activity Checkpoints (SACs) written specifically for that particular activity, as well as this introduction. In this introduction you will find specific information for the checkpoints that are common to all activities, such as that for communicating with council and parents, as well as an overview of the format for all SACs. Additional information can also be found in Girl Scout Safety Guidelines, which is included at the end of this introduction.

**Note:** In addition to reading these checkpoints yourself, you can also email to or print them for girls, other volunteers, and parents and guardians.

**Know where to do the activity.** Brief summary of the most common places girls carry out the activity.

**Include girls with disabilities.** Information, including websites, on including girls with disabilities.

### Gear

**Required Gear includes clothing and equipment girls will need in order to take part in the activity.**

**Recommended Gear includes clothing and equipment girls may need, but are not required to have, in order to take part in the activity.**

### Prepare for the Activity

- Communicate with council and parents. Inform your Girl Scout council and girls' parents/guardians about the activity, including details about safety precautions and any appropriate clothing or supplies that may be necessary (see Required and Recommended Gear). Follow council procedures for activity approval, certificates of insurance, and council guidelines about girls' general health examinations. Make arrangements in advance for all transportation and confirm plans before departure.
- Girls plan the activity. Keeping their grade level abilities in mind, encourage girls to take proactive leadership roles in organizing details of the activity.
- Arrange for transportation and adult supervision. The recommended adult-to-girl ratios are two nonrelated adults (at least one of whom is female) to every:
  - 6 Girl Scout Daisies
  - 12 Girl Scout Brownies
  - 16 Girl Scout Juniors
  - 20 Girl Scout Cadettes
  - 24 Girl Scout Seniors
  - 24 Girl Scout Ambassadors

Plus one adult to each additional:

- 1–4 Girl Scout Daisies
- 1–6 Girl Scout Brownies
- 1–8 Girl Scout Juniors
- 1–10 Girl Scout Cadettes
- 1–12 Girl Scout Seniors
- 1–12 Girl Scout Ambassadors

It should be noted that some high adventure activities may require a lower adult-to-girl ratio than stated above. If this is the case, the SACs for that activity will provide this ratio. Also, some activities are not

appropriate for all levels of Girl Scouts, particularly Daisies and Brownies. For those activities, the adult-to-girl ratio can be ignored for girls not permitted to participate.

**Note:** For mixed-grade level troops, use the ratio for the lowest grade level in the troop. For example, if the troop consists of Daisies and Brownies, the Daisy ratio should be followed.

- Verify instructor knowledge and experience. Ensure the volunteers or on-site instructors possess the proper skill set, knowledge, training/certification, and/or documented experience according to your council's guidelines, as outlined in *Volunteer Essentials*.
- Compile key contacts.** Give an itinerary to a contact person at home, and call the contact person upon departure and return. Create a list of girls' parents/guardian contact information, telephone numbers for emergency services and police, and council contacts—keep on hand or post in an easily accessible location.
- Activity specific guidelines.** Guidelines covering such things as safety precautions, proper dress, routes and maps, and the like
- Respect the environment. Review tips for ensuring environmental responsibility.
- Prepare for emergencies. Know first-aid requirements and other emergency precautions.

### On the Day of the Activity

These checkpoints include important final reminders on the day of the activity. Not every category is listed here, and not every activity includes these categories.

- Get a weather report. Find ways to monitor the weather for any outdoor activity and/or activity requiring transportation.
- Use the buddy system, which means girls are divided into teams of two. Each girl is responsible for staying with her buddy at all times, warning her buddy of danger, giving her buddy immediate assistance if safe to do so, and seeking help when the situation warrants it. Girls are encouraged to stay near the group or buddy with another team of two, so in the event someone is injured, one person cares for the patient while two others seek help.
- Safeguard valuables. Store equipment and other valuables in a locked storage area.
- Be prepared in the event of a storm with lightning. Know precautions to take during outdoor activities in warm weather.

**Links** guide you to the activity-related websites.

**Know-How for Girls** offers ways to expand girls' knowledge of the activity.