

CHECKLIST FOR HOSTING IN-PERSON GIRL SCOUT MEETINGS AND ACTIVITIES FOR GIRLS AND/OR ADULTS

Updated per CA Blueprint for a Safer Economy 1/26/2021

This checklist is designed to walk you through deciding if and how you can host in-person troop or service unit meetings or activities while following all applicable health and safety guidelines, using the new [California Blueprint for a Safer Economy](#), effective 1/26/2021.

Our goal as Girl Scouts is to model leadership by reducing community transmission of Covid-19 to ensure schools may open and/or remain open.

- > The California Blueprint for a Safer Economy assigns counties to one of four colored County Risk Levels: **Purple, Red, Orange,** and **Yellow.**
- > Girl Scouts in **Orange** or **Yellow** Risk Levels are approved to host multi-household, in-person Girl Scouts meetings or activities outdoors, with appropriate COVID-19 precautions in place. We will update near 4/1 for possible indoor use.
- > Girl Scouts in **Red** or **Purple** Risk Levels are approved for multi-household meetings or activities in person at this time if held outdoors. Updated **Red** Risk Level recommendations coming near 4/1.
- > **Multi-Household** is a meeting or activity that would bring together in person girls and/or adults who do not live together.
- > **Individual Household** is a single household of people who have been social distancing together that participate in an approved, controlled Girl Scouts of California's Central Coast activity.

County Risk Level	Multi-Household: Troop	Multi-Household: Service Unit	Individual Household (e.g. Family Days at Camp)
Widespread Many non-essential indoor business operations are closed	<ul style="list-style-type: none"> • Virtual • In-person outdoors 	<ul style="list-style-type: none"> • Virtual • In-person outdoors 	<ul style="list-style-type: none"> • Virtual • In-person outdoors
Substantial Some non-essential indoor business operations are closed	<ul style="list-style-type: none"> • Virtual • In-person outdoors • Will assess in-person April 1 	<ul style="list-style-type: none"> • Virtual • In-person outdoors • Will assess in-person April 1 	<ul style="list-style-type: none"> • Virtual • In-person outdoors • Will assess in-person April 1
Moderate Some indoor business operations are open with modification	<ul style="list-style-type: none"> • Virtual • In-person outdoors • Will assess in-person indoors April 1 	<ul style="list-style-type: none"> • Virtual • In-person outdoors • Will assess in-person indoors April 1 	<ul style="list-style-type: none"> • Virtual • In-person outdoors • Will assess in-person indoors April 1
Minimal Most indoor business operations are open with modifications	<ul style="list-style-type: none"> • Virtual • In-person outdoors • Will assess in-person indoors April 1 	<ul style="list-style-type: none"> • Virtual • In person outdoors • Will assess in-person indoors April 1 	<ul style="list-style-type: none"> • Virtual • In-person outdoors • Will assess in-person indoors April 1

Girl Scouts of California's Central Coast (GSCCC) **COVID-19 Guidelines** below apply to all in-person activities, whether multi-household or individual household. In making your decisions, keep in mind the following key priorities:

- > Protect personal health of all girls and adults.
- > Reduce community spread of COVID-19.
- > Get schools re-opened for in-person instruction.
- > Ensure Girl Scouts are leaders who do the right thing to contribute to health and safety for their communities.



DETERMINING YOUR COUNTY RISK LEVEL


Go to <https://covid19.ca.gov/safer-economy> and type in your county's name to determine your county's current risk level.

What can I do to help my county reach a lower tier?

- > Wear a mask in public.
- > Wash your hands regularly.
- > Keep at least six feet of physical distance when in public.
- > Limit mixing with people you don't live with.

COVID-19 GUIDELINES FOR TROOPS & SERVICE UNITS ELIGIBLE FOR IN-PERSON GIRL SCOUTS

Before the In-Person Meeting

- Do not plan an in-person meeting if a specific school any troop member attends is shut down for in-person classes due to risk of COVID (such as with a school outbreak). In the case of a school shut down due to a positive test from a student, that troop may not host in-person meetings until all schools attended by the troop members have been re-opened for in-person instruction successfully for at least two weeks.
 - Any in-person Girl Scouts must happen outdoors. No indoor in-person Girl Scouts is allowed at this time.
 - > Girl Scouts of California's Central Coast recommends against meeting at private homes to avoid creating a great risk of exposure to other family members.
 - > Follow all Safety-Wise requirements in selecting any meeting place.
 - Determine the total maximum number of attendees from separate households who may meet in-person per your county guidelines. If your troop/group exceeds this total, plan to divide the group into patrols or smaller groups to meet separately for in-person meetings, alternating meeting virtually with the large group. If your county does not provide guidelines, then group size must be equal to or less than the California maximum group size for cohorts for children and youth in supervised settings—currently no more than 14 children or youth and no more than two supervising adults. You should always follow the MOST restrictive guidelines if your county requires a smaller group size than the state.
 - Send out meeting invitations with the following information and requirements to all girl and adult attendees:
 - ▶ No carpooling to meetings—only members from the same household may ride in a car together.
 - > All attendees must bring and wear their own masks for the meeting. If a girl or adult is unable to wear a facemask due to a medical condition, the in-person meeting may not take place. The leader should continue with virtual meetings or find other ways for providing Girl Scout experiences that enable all girl and adult members to participate.
 - > All attendees should bring their own food and drink, unless the host will provide single-serving, packaged goods, and explain the contingency plan if changing conditions require cancellation of the in-person meeting.
 - Have current Annual Permission Slip or Activity/Event Permission Form and health history forms for participating girls and adults.
 - Consider scheduling a virtual meeting with girls and adults in advance of your first in-person meeting to review meeting requirements and expectations to minimize COVID risks.
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The Day Before the Meeting

- Send meeting reminders and remind attendees that they should not attend if:
 - > They are or have been exhibiting signs of illness (such as fever, coughing, sneezing).
 - > They or someone in their household has been recently exposed, or notified directly that they may have been exposed, within the previous two weeks, or have been diagnosed with COVID and they are not yet cleared as non-contagious.
- Prepare and bring to the meeting a COVID health and safety kit with the following supplies:
 - > Extra disposable facemasks in case someone forgets or damages their mask.
 - > Handwashing and sanitizing supplies—extra soap and paper towels for handwashing and hand sanitizer with at least 60% alcohol as a backup.
 - > Disinfecting supplies to sanitize all high-touch surfaces (such as meeting tables and door handles), restroom facilities, and any shared equipment before use and following each use—rubber gloves, sanitizing wipes/ sanitizing solution, and paper towels. For information on best sanitation practices and products, review CDC’s re-opening guidance.
 - > Trash bags.
 - > Consider disposable or noncontact thermometers, if available and not cost-prohibitive.

During the Meeting

All girls and adults must wear facemasks at all times, except when eating or drinking.

All attendees should maintain 6ft social distance at all times, except when safety concerns dictate closer proximity.

At the start of the meeting, review with all attendees COVID health and safety expectations, including wearing masks and maintaining social distance at all times, not sharing food or drink, and sanitation requirements for cleaning shared equipment or restrooms after use.

Assign one adult to monitor COVID precautions during the meeting and to intervene and re-direct participants as needed.

After the Meeting

If you or your girl has a positive COVID-19 test following attendance at a Girl Scout meeting or event and has potentially exposed other attendees, please contact our council immediately. Our staff will work with you to communicate with the parents or other troop members to protect everyone’s health, safety, and privacy. Please notify Girl Scouts of California’s Central Coast through Member Services at info@girlscoutsgccc.org or by phone at 800-822-2427. If on a weekend or after business hours, please call Tammie Helmuth, CEO, at 805-320-4078, or Kathryn Nielsen, Director of Marketing, at 805-233-1463.

- > Confirming and tracing the positive tester.
- > Making a plan with the reporting volunteer to contact the families of anyone potentially exposed.
- > Notifying a facility or homeowner where a troop has met.
- > Alerting the department of health, where required.

As the COVID-19 pandemic continues to evolve and new guidance and approvals for re-opening continue to emerge at the state and local levels, Girl Scouts of California’s Central Coast will continue to update our guidelines.

For more information on COVID-19 permitted activities and restrictions, please visit girlscoutsgccc.org. **If you have questions as you consider your options and plans, please contact our Member Services at info@girlscoutsgccc.org or by phone at 800-822-2427.**