



To: Girl Scouts – Diamonds of Arkansas, Oklahoma and Texas Volunteers

From: Katie Dailey, Chief Operations Officer, Tim Beshears, Vice President of Strategic Initiatives

Date: November 27, 2017

Re: Background Check and Membership Registration

The following information is for immediate release and implementation for Girl Scouts – Diamonds of Arkansas, Oklahoma and Texas volunteers.

Adults need a background check and membership registration when:

- *They are being counted in the volunteer-to-girl ratio.* Adults, including parents, who are counted in the volunteer-to-girl ratio are expected to provide supervision of the girls in a specific group. This includes troop meetings and events or activities outside of the meeting place (field trips, overnights, campouts, etc.)
- *They are in a supervisory role such as troop leader or troop volunteer.* Volunteers who are in direct contact or who are primarily responsible for the girl(s) during Girl Scout activities such as trips, overnights, or meetings, must be registered and have a background check.
- *They are transporting girls who are not their own children.* When transporting girls to planned Girl Scout field trips and other activities that are outside the normal time and place, every driver must be an approved adult volunteer, over the age of 21 and have a good driving record, a valid driver's license, and be in a registered/insured vehicle.
- *They are participating in an overnight event with girls or volunteers.* All volunteers participating in overnight activities such as campouts, overnight travel, or sleepovers where girls or other volunteers are present must be registered members and consent to a background check.
- *They participate in activities or trips 120 miles or more away from the meeting space.*
- *They handle money on behalf of the troop.* Troop treasurers, troop product managers, and volunteers who meet ratio at cookie booths must be registered and have a background check.

Adults **do not need a background check and membership registration when:**

- *They are attending a council-sponsored* event with their daughter independent of their daughter's troop or group.* Adults who chaperone girls other than their own must be a registered member and have a completed background check. Adults who attend a council-sponsored overnight event must also be a registered member with a background check.
- *They attend Girl Scout family events.* Events must be advertised and designated as family events or family-friendly events.

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**A council sponsored event can also include a council approved program partner event. Events hosted at the service unit or troop level may be subject to the Girl Scouts – Diamonds tagalong policy. Please check with your troop leader or service unit director to ensure all rules are being met.*

Non-Girl Scout volunteers volunteering on Girl Scouts – Diamonds Properties

Non-Girl Scout volunteers working on Girl Scouts – Diamonds properties must:

- Be approved by the Vice President of Strategic Initiatives
- Submit to a background check only while girls are present
- May not have any supervisory responsibility over girls while performing volunteer services at Girl Scouts – Diamonds properties