

# COVID-19 Guidelines for In-Person Activities

## COVID-19 Guidelines for In-Person Activities

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*This guidance supersedes 7/1/2020 COVID-19 guidance*

**Purpose.** Girl Scouts – Diamonds of Arkansas, Oklahoma and Texas has developed the Guidelines for In-Person Girl Scout Activity as defined below. These guidelines are for use by Girl Scout members to allow in-person meetings and events within the council.

Members should be reminded, and acknowledge understanding, that COVID-19 is an extremely contagious virus that spreads easily in the community. Members should take all reasonable precautions to limit potential exposure for girls, themselves and families. It is an important time to be a great Girl Scout and demonstrate Girl Scout values. Since the COVID-19 pandemic continues to change as infection rates rise and fall in different areas, there may be regional differences or developments that occur after this edition is provided. Continue to follow real-time local and national directives. Discuss plans with families.

Adherence to these guidelines is necessary to keep all members safe, while allowing members to meet safely. No member at any time should be pressured to meet in person. Girls, parents and volunteers should be consulted in the decision-making process. Please note that while all Girl Scout event insurance will remain in effect as before to cover injuries resulting from an accident, Girl Scout insurance does not cover healthcare costs from illness.

### Member Guidance for In-Person Meetings

The following member guidance should be followed at all in-person events. Consider setting up a table or station at the entryway to the in-person event to screen all entering members, check for masks and complete hand sanitization.

### Guidelines for COVID-19 Member Exposure

- Any member who tests positive for COVID-19 may not return to in-person activities without a doctor's note. Members should email [incident@girlscoutsdiamonds.org](mailto:incident@girlscoutsdiamonds.org) if they test positive for COVID-19 to inform the council of exposure.
- Any member who has been exposed to COVID-19 must self-isolate for 14 days during which time they may not attend any in-person Girl Scout activities. Members who are exposed to COVID-19 should email [incident@girlscoutsdiamonds.org](mailto:incident@girlscoutsdiamonds.org) to inform the council of exposure.
- All vulnerable individuals or members of households with vulnerable individuals should consider not attending in-person activities.

## COVID-19 Screening and Prevention Guidelines

**Pre-screen:** The below pre-screening tools must be completed on all members, including leaders, at the event entry point prior to entering a Girl Scout in-person activity. All member information should be kept confidential. No given information should be written down or recorded.

### **Temperature Check (Strongly Recommended)**

Program leaders should complete temperature checks at an entry point before any member is admitted to an in-person event. A no-contact thermometer is recommended in order to take temperatures without touching bodily fluids and should be sanitized between uses. The CDC considers a person to have a fever when they have a measured temperature of at least 100.4 degrees Fahrenheit. Any member with a temperature of 100.4 degrees Fahrenheit may not be admitted into the meeting. Due to thermometer shortages, screening questions may be used in lieu of access to a thermometer. Temperatures of members should not be written down or share with other members.

### **Screening Questions (Mandatory)**

Program leaders should ask verbal screening questions at an entry point before any member is admitted to an in-person event. Members who answer “yes” to any one question on the screening checklist should not be admitted to the meeting. Results of the pre-screening outcomes are not public information and should never be written down. The COVID-19 Screening Questions Checklist for In-Person Activities can be found at the bottom of this document.

**Social Distancing and Face Coverings:** Girl Scouts wear face coverings (masks) not only to protect themselves but to protect others. Face masks should go home with members at the end of every in-person activity to be sanitized or discarded before the next Girl Scout event. Some girls or volunteers may not be able to wear masks, due to medical conditions such as asthma. Members who have a disability, as defined by the Americans with Disabilities Act (ADA), that may also limit the ability to wear a mask should be excused from this recommendation as long as all other screening criteria are met.

- Outdoor activities: masks OR six feet apart
- Indoor activities: masks required

**Social Distancing:** A social distance of six feet between members should be respected.

**COVID-19 Incident Response:** Members should email [incident@girlscoutsdiamonds.org](mailto:incident@girlscoutsdiamonds.org) in the event of a COVID-19 positive test result. An assigned council point person will lead the COVID-19 communications and responsibilities related to the reported incident. All health information is private/confidential to be shared only on a need to know basis. Council staff will notify parents and others about a positive test result in order to protect the tester’s identity.

The council staff point person responsible to manage COVID-19 positive tester reports will:

- Record the facts in an incident report
- Confirm and trace the positive tester
- Notify the facility or homeowner where a troop has met.
- Alert the state department of health.
- Contact the parents of anyone who may have been exposed, or other adult volunteers without sharing the positive tester’s identity.

## Member Meeting Guidelines

**Troop Meeting Attendance.** Attendance of all members should be taken at every in-person activity and kept on record with the leader in case information is needed for contact tracing. Only Girl Scout members who have passed pre-screening should be present. Non-members should not be attending in-person troop meetings.

**Troop Meeting Size.** The current suggested maximum is ten people (eight girls and two unrelated adult volunteers). All social distancing preventative guidance (such as face coverings) should be followed. For large troops, consider gathering up in smaller groups—such as age-level groups, patrols, or groups of girls with a particular badge they'd like to work on.

**Large Gatherings.** Larger gatherings of up to 50 members are allowed across the council. This includes multi-troop and multi-service unit gatherings. In order to have a large gathering, confirm the number of people that are coming and remind volunteers to allow for proper girl-to-adult ratios. It is strongly recommended to meet outdoors as opposed to indoors, and only when social distancing can be maintained. For more people or large gatherings, when the time is safely appropriate, follow the CDC guidelines: [Large Gatherings and Community Events](#).

Answering the following questions will help guide the decision for a large gathering:

- Do state and local law permit larger gatherings? How many people permitted?
- Have schools been re-opened for in-person classes?
- Is the event indoors or outdoors? (outdoors is safer than indoors provided social distancing is maintained)
- Can social distancing be maintained?
- Always follow CDC guidance and all GSUSA guidance available in this document pertaining to large in-person gatherings and/or hosting council events.

**Troop Meetings in the Home.** Troop meetings in homes are allowed. This applies particularly for those troops in rural areas who have regularly and successfully met in the home, have no elderly or immune compromised family members in the home.

- The home must be the home of registered, background checked, council approved Volunteer.
- Girls may not meet in a home where a registered sex offender lives.
- The troop needs to be able to focus without disruptions from other household members.
- Animals should be kept in a place that is separate from the meeting space.
- Homeowners should consider any personal homeowner insurance implications. The Homeowner should ask their Homeowner's insurance carrier if there are any insurance exclusions regarding holding troop meetings at the home, in the event an accident or injury occurs.
- Weapons must be completely out of view and stored in a locked space.
- Medication, dangerous cleaning products, or any poisonous substance must be stored in a secure space out of sight, preferably locked.
- Meetings should ideally be held outdoors, perhaps in the back or front yard of the home
- Ensure that the Hygiene and Risk Mitigation and all other guidance in this document are followed.

**Virtual Meetings.** Meeting options may need to be flexible based on the fluid nature of COVID-19 risk. Troops that are able to run online meetings as needed (or wanted) should continue to do so. GSUSA recommends maintaining a virtual to in-person ratio of at least 20/80, which means to maintain virtual troop meetings at least 20% of the time to keep tech skills and virtual meeting habits fresh and on-the-ready, should a second wave occur or shelter in place restrictions resume. Use the Safety Activity Checkpoints for Virtual Meetings, to guide your meeting plans.

**Member Outdoor Activities.** Overnight camping and activities such as family camp, service unit camping and troop camping is permitted. Facial coverings do not have to be worn during hiking and physical outdoor activities as long as six feet of social distancing can be maintained. Members may also share tables and seating areas without masks as long as social distancing can be maintained. All members attending these events should pass the COVID-19 prescreen questionnaire. Any members that fail to meet carpooling or questionnaire guidelines should not be present at the event. The Diamonds Council encourages outdoor activities for all members.

## Transportation and Travel Guidelines

**Transportation (car-pooling).** Carpooling between non-related members is allowed under strict guidelines. All members must meet the following criteria to be eligible for carpooling. This criteria includes:

- All individuals must be comfortable participating in carpooling services
- All individuals must be registered Girl Scout members
- All individuals must be able to pass the pre-screening questionnaire
- All individuals must not have had contact with a known case of COVID-19 or be in a quarantine period themselves.
- All individuals must be able to wear a mask during the length of the carpool time period.

When members are in the vehicle:

- Girls and adults should wear masks when inside of a motor vehicle
- Keep car window opened, at least slightly, to circulate fresh air.

Remember to consider the personal situation of each member:

- i. Do they live with an immune compromised person that they can put at risk? If so, perhaps make other accommodations.
- ii. Have the families been isolating, and free from contagion? If so the members may essentially be a safe bubble.

Remember, sustained contact within less than six (6) feet for longer than ten (10) minutes within an enclosed area creates high risk for virus transmission, so be very careful with carpool decisions. CDC guidance for ride shares and drivers for hire may be helpful as an additional reference when evaluating motor vehicle transportation or car-pooling: [Ride Shares and Drivers for Hire](#)

**Day Trips and Activities.** All guidance within Safety Activity Checkpoints should be followed. Call ahead to the facility or vendor to confirm that they are following CDC and state health department guidelines. If activity or sporting equipment is being provided, ask the provider if they wipe down equipment in between uses, similar to wipe downs in between uses for equipment at the gym. Make whatever appropriate accommodations that are necessary. For example, bring extra sanitizer or disinfectant wipes if none will be provided for public use at the activity location.

**Travel and Overnight Stays.** The Diamonds council will permit day travel and over-night stays as permissible by home state, county, and city guidelines. These trips are allowed within council jurisdiction or within other states currently in phase three of reopening. As always, volunteers must seek council prior approval (Troop Travel Application) before planning any overnight stays, follow guidance in Safety Activity Checkpoints and continue to practice the Hygiene and COVID19 Risk Mitigation guidance outlined in this document for the foreseeable future. The Diamonds council reserves the right to deny travel applications to or from areas where entire school districts are closed to in-person learning for COVID-19 related reasons. Members should adhere to social distancing guidance of six feet apart while sleeping. Overnight camping for families, troops and service units is allowed. If a member shows symptoms of COVID-19 while traveling, the member should be isolated as much as possible and arrangements should be made for all members to return home.

## First Aid and Disinfectant Guidelines

**First Aid Supplies:** All in person activities should have readily available first aid supplies that 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. Disposable or no-contact thermometers may be added to supplies if available and not cost-prohibitive.

**First Aid / CPR Training:** Keep skills up to date for any emergency. Talk to your council about alternative methods of training that may be available during this time, such as on-line training. For the time period that that in-person training is not available, volunteers can receive on-line training with a council approved training provider.

**Disinfectants and Disinfecting:** [Routinely clean and disinfect](#) surfaces and objects that are frequently touched (i.e., table tops, 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 (1/3rd 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.

## Hygiene and Safety in Shared Spaces Guidelines

**Hygiene and COVID-19 Risk Mitigation:** Follow the [resources developed by public health sources such as CDC](#) or your local public health department. Share these with members to ensure that they are practiced during meetings and activities. Place signs in the meeting or activity space to remind members to engage in [everyday preventive actions](#) to help prevent the spread of COVID-19.

Signs should include:

- 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.
- Volunteers, girls and parents should be reminded to make sure temperatures are taken prior to group interaction. Members with fever or temperature higher than 100.1 should skip the in-person gathering until their temperature is normal.

**Personal contact:** Hugs, handshakes, “high-fives,” and even activities like the friendship circle can transmit COVID-19 from person to person. Create a safe way for girls and volunteers to greet and end meetings instead (like tapping elbows).

**Cleanliness of Meeting Spaces.** Outdoor spaces where social distancing can be maintained are strongly recommended for meetings when the weather permits. Volunteers should get advance permission from the property owner or the jurisdiction that provides the location.

For meetings held at public facilities, volunteers should contact the facility ahead of time and ask:

- 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)?

Then, encourage members to supplement any practices that are less ideal. For example, if the troop arrives after another user group, they should plan to bring sanitizing wipes to get the space ready for their troop. Another example: if faucets are manual, ask volunteers to take some time to show girls how to shut them off with a paper towel and to use paper towels for doorknobs whenever possible. Meetings may not be held in fitness centers or gyms because the atmosphere in sports facilities is aerosolizing making them a higher risk for contracting virus.

**Food, Dining and Snacks:** Be careful when handling and serving food and have girls be careful with each other when eating. Safety recommendations for food, dining and snacks include:

- Encourage girls to bring their own foods to eat (bag lunch or dinner)
- Encourage girls not to share their food after having touched it, such as a bag of chips.
- Individually wrapped items are recommended.
- If providing snacks, especially if unwrapped, have one person, wearing gloves, hand out

items to each person, such as with cupcakes or cookies.

- Use a serving spoon or scoop rather than reaching into a bag or bowl of snacks.
- Use a buffet line only if staffed with a safely protected server with mask and gloves.
- Avoid “serve yourself” buffets.
- If serving family style, have one person, wearing clean gloves, serve everyone on clean plates
- Use disposable plates, forks, napkins, etc. when possible.
- Encourage girls to bring foods they can easily cook themselves (a prepacked foil packs or hotdogs for outdoor cooking.
- Ensure everyone handling food, those serving, girls, adults, wash hands (even if they will be wearing gloves) prior to any food prep or meals, following CDC handwashing guidelines.
- If sharing outdoor cooking utensils (roasting forks), they should be washed and sanitized between each use or bring enough utensils so that each person gets their own.
- Continue recommendation for 6 foot spacing during mealtimes.

**Restrooms:** Be very careful in public restrooms. Most public restrooms will regulate the number of people using the restroom at the same time, depending on the size. If there is no regulator or signage, have volunteers 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 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. Restrooms and toilets are fraught with germs normally, and more so now considering the contagion of coronavirus.

**Hand Washing/Sanitizing:** Access to hand washing and/or hand sanitizer should be present at each in-person activity. Consider setting up a hand sanitizing station. Hands should be washed/sanitized at the beginning and before/after any activity where the hands are near a member’s mouth. A container should be present at each event that holds aerosol sanitizing spray such as Lysol and sanitizing wipes. This container should be kept out of the reach of girls at all times. Sanitizing spray and wipes should be used on items, such as tables and door handles, before girls arrive with proper ventilation and after members leave at the close of the in-person event. Items that are exchanged between members should be wiped down. Aerosol sprays should not be used in the presence of girls.

**Activities:** Badge work and activities that require members to come in close physical contact should be avoided (ex. Leap Frog). The exchange of craft supplies should be avoided. Consider creating activity packs for each member present to avoid these exchanges.



## Council Property Guidelines

**Use of Council Meeting Spaces:** Council meeting spaces are currently available for service unit and troop activities. The following items must be addressed or observed:

1. Use of masks or social distancing.
2. Masks in outdoor activity when social distance cannot be observed
3. Trip advisor agrees to enforce current CDC COVID-19 safety guidelines.
4. Trip is only within council jurisdiction or within other states currently in phase three of reopening.
5. Trip avoids current CDC noted COVID-19 hotspots.

**Use of Council Camp Properties:** Diamonds council camp properties are available for use by service unit, troop and family members. Reservation information for property programs, such as our horse program, and camping opportunities can be found at <https://www.girlscoutsdiamonds.org/en/camp/diamond-properties.html>. Council Staff and Camp Reserve members will follow sanitizing protocols between user stays to ensure a safe environment for your stay. All camp property users will follow the COVID-19 safety guidelines as listed in this document.

# COVID-19 Screening Questions Checklist for In- Person Girl Scout Activity

## **Purpose:**

Verbal screening questions must be asked before any member is admitted to an in-person activity. Members who answer “yes” to any one question on the screening checklist should not be admitted to the meeting. Results of the pre-screening outcomes are not public information and should never be written down or recorded.

## **Screening Questions:**

- ✓ Have you (for participating volunteers or parents)/has your child (for caregiver/guardians of participating children):
  - a. had a fever of 100.4°F or greater within the last 72 hours?
  - b. had any one or combination of other symptoms of COVID-19 within the last 72 hours? Possible symptoms include fever or chills, shortness of breath or difficulty breathing, new loss of taste or smell, nausea or vomiting, diarrhea.
- ✓ During the previous 14 days, have you (for participating volunteers or parents)/has your child (for caregiver/guardians of participating children):
  - a. been advised to self-isolate or quarantine by a doctor, school or health authority?
  - b. been in contact with a person who has exhibited any symptoms of COVID-19? Possible symptoms include fever or chills, shortness of breath or difficulty breathing, new loss of taste or smell, nausea or vomiting, diarrhea.
  - c. been in contact with a person who has tested positive for COVID-19 in the previous 14 days?