

Troop/Group Meeting Guidelines by Alert Level

ALERT LEVEL	Average daily incidence over the past 14 days	Interpretation
HIGH	>10 cases per 100,000 population	Widespread community transmission with many undetected cases and frequent discrete outbreaks
INTERMEDIATE	5-10 cases per 100,000 population	Moderate community transmission with some undetected cases and infrequent discrete outbreaks
LOW	<5 cases per 100,000 population	Minimal community transmission

General Guidance: Prior to planning an in person gathering, check the [State of Alaska Department of Health and Human Services COVID-19 website](#) and determine which alert level your community is in. Then, use the below information to plan a safe, fun gathering of your Girl Scouts.

All trips, overnights or large gatherings must be approved by Girl Scouts of Alaska regardless of the alert level your community is under. ***As of 8/3/2020 no trips, overnights or large gatherings are allowed regardless of alert level.***

These guidelines are in addition to the [Girl Scout Safety Activity Checkpoints](#).

Email customercare@girlscoutsalaska.org for assistance.

[Go to the high alert level guidelines](#)

[Go to the intermediate alert level guidelines](#)

[Go to the low alert level guidelines](#)

Guidelines for communities in the high alert level

HIGH	>10 cases per 100,000 population	Widespread community transmission with many undetected cases and frequent discrete outbreaks
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Troop Meetings: All Girl Scout gatherings must happen virtually. See the Virtual Troop Meeting Safety Checkpoints for details.

Troop Meeting Size: Virtual gatherings should follow the same girl/adult ratios as in person meetings.

- Daisy: 2 adults to 12 girls
- Brownie: 2 adults to 20 girls
- Junior/Cadette: 2 adults to 25 girls
- Senior/Ambassador: 2 adults to 30 girls

Troop Meeting Space: All troop meetings must happen virtually.

Large Gatherings: No group gatherings are allowed

Day Trips: No in-person day trips may take place.

Trips/Overnights: No trips or overnights may take place.

Transportation: No carpooling is allowed. Individual parents should transport their own girl.

Face Coverings: Face coverings do not need to be worn during virtual meetings when a Girl Scout is in her own home. If participating in a Girl Scout activity (for example, picking up cookie rewards) all volunteers and girls should wear facial coverings which cover both their nose and mouth.

Hygiene: No additional hygiene steps are needed as all troop meetings/gatherings must occur virtually.

Food: No additional food precautions are needed for virtual meetings.

Permission Slips: Permission slips are not needed for virtual meetings.

Guidelines for communities in the intermediate alert level

INTERMEDIATE	5-10 cases per 100,000 population	Moderate community transmission with some undetected cases and infrequent discrete outbreaks
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If there is a suspected or confirmed case of COVID-19 (at a location the participant or someone in the participant's household has visited) then those participants should not attend any in person meetings for 14 days after exposure. The rest of the troop may choose to meet virtually or may continue to meet in person following guidelines. (Note: this restriction does not apply to those who are a healthcare professional or live in a household with a healthcare professional. Healthcare professionals adhere to more rigorous personal protective equipment procedures in their workplace).

Communities in the intermediate alert level should use the following guidelines:

Troop Meetings: Most meetings should occur virtually or outdoors where social distancing is possible. See the Virtual Troop Meeting Safety Checkpoints for details.

Troop Meeting Pre-Screening Questions: Prior to *each* in-person meeting, all participants (girls and adults) should be screened to ensure they are healthy, haven't experienced any COVID-19 symptoms in the previous 72 hours and haven't knowingly been in contact with someone who has COVID-19.

Leaders may use a written questionnaire or verbally ask questions and keep a written log of answers. Troops should keep a record of each participant's answers for each in-person meeting for 3 years. These records do not have to be turned into the council unless requested by Girl Scout staff.

The following questions should be included in each pre-screening:

1. Do you have a fever or above-normal temperature (above 100F)?
2. Have you taken fever reducers in the past 72 hours?

3. Have you been experiencing shortness of breath or having trouble breathing?
4. In the past 72 hours, have you had a dry cough, runny nose or sore throat?
5. Have you recently lost or had a reduction in your sense of smell or taste?
6. In the past 72 hours, have you had any other flu-like symptoms, such as stomach upset, headache, muscle pain or fatigue?
7. In the past 72 hours, have you had chills or repeated shaking with chills?
8. Have you been tested for COVID-19? If yes, what date was the test and what was the result (positive, negative, awaiting results)
9. In the past 14 days, have you been in contact with someone who has a confirmed or suspected case of COVID-19 or respiratory illness?
10. In the last 14 days have you traveled outside Alaska (either internationally or in the US)?

If a participant answers “yes” to any of the pre-screening questions they should not attend in-person meetings until 72 hours after symptoms end without the use of medication. If a participant has been tested and is still awaiting results they should not attend in-person meetings. If a participant has traveled (questions 9-10) they should not attend in-person meetings for 14 days after returning.

Troop Meeting Size: Virtual gatherings should follow the same girl/adult ratios as in person meetings.

- Daisy: 2 adults to 12 girls
- Brownie: 2 adults to 20 girls
- Junior/Cadette: 2 adults to 25 girls
- Senior/Ambassador: 2 adults to 30 girls

In person indoor gatherings should be no larger than 8 girls and 2 adults.

In person outdoor gatherings should be no larger than 12 girls and 2 adults.

Your community may have restrictions on gatherings which are stricter. Check your community guidelines and follow those if they are stricter than Girl Scout guidelines.

If you have more people in your troop than is allowed for in person gatherings, meet virtually or have smaller in person group gatherings.

Troop Meeting Space: When meeting in person, it is strongly recommended that troops meet in outdoor spaces where social distancing can be maintained. Volunteers should get advance permission from property owners prior to meeting.

If meeting indoors troops should use a public location (ie. not someone's home) and must ensure that:

- Social distancing can be maintained among Girl Scouts and from any other people on site
- The space is cleaned and touch surfaces sanitized at least daily
- The space is cleaned/sanitized between groups
- Girls are shown how to supplement hygiene practices (ex: turn off faucets with paper towel instead of bare hands)
- Gyms and fitness centers cannot be used as meeting locations

Large Gatherings: No large group gatherings are allowed.

Day Trips: Day trips are not recommended. If planning a day trip troops should:

- Get council approval (email customercare@girlscoutsalaska.org)
- Call ahead to the facility to confirm they are following CDC and state COVID guidelines
- Ask if equipment/supplies are sanitized between uses
- Ensure that social distancing can be maintained
- Ensure that all participants (including vendors/instructors) wear face coverings

Trips/Overnights: No trips or overnights may take place.

Transportation: No carpooling is allowed. Individual parents should transport their own girl.

Face Coverings: Face coverings do not need to be worn during virtual meetings when a Girl Scout is in her own home. If participating in an in-person (indoors or

outdoors) Girl Scout activity all volunteers and girls should wear facial coverings which cover both their nose and mouth.

Hygiene: When holding an in-person gathering:

- Refrain from hugs, handshakes, “high-fives,” and even activities like the friendship circle Create a safe way for girls and volunteers to greet and end meetings instead (like air high-fives)
- Stay home if you are sick or if someone in your household is 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 to confirm the individual is not running a fever and temperature is a normal 98.6 degrees. Members with fever or temperature higher than 98.6 should skip the in-person gathering until their temperature is normal for at least 72 hours without the use of fever reducing medication.
- Ensure each girl has her own supplies (markers, scissors, etc) or that supplies are sanitized between each use.
- Caution should be used when using restrooms. Take turns to maintain social distance and wear face coverings. Use your foot or paper towels to flush toilets, turn off faucets and open doors.

Food: No food/snacks should be prepared together or shared. Girls should either bring their own snacks or may be given pre-packaged store bought snacks. When eating all girls and adults should have at least 6 feet distance between them.

Permission Slips: Permission slips are not needed for virtual meetings. If meeting in-person parents should sign and return a permission slip to the troop leader with details about the activity and the following COVID disclosure statement:

“COVID-19 is an extremely contagious virus that spreads easily through person-to-person contact. As with any social activity, participation in Girl Scouts could present the risk of contracting COVID-19. While Girl Scouts of Alaska (GSAK) takes every safety and preventative precaution, GSAK can in no way warrant that COVID-19 infection will not occur through participation in GSAK programs.”

Guidelines for communities in the low alert level

LOW	<5 cases per 100,000 population	Minimal community transmission
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If there is a suspected or confirmed case of COVID-19 (at a location the participant or someone in the participant's household has visited) then those participants should not attend any in person meetings for 14 days after exposure. The rest of the troop may choose to meet virtually or may continue to meet in person following guidelines. (Note: this restriction does not apply to those who are a healthcare professional or live in a household with a healthcare professional. Healthcare professionals adhere to more rigorous personal protective equipment procedures in their workplace).

Communities in the low alert level should use the following guidelines:

Troop Meetings: Meetings may occur virtually or in person (outdoors or indoors) where social distancing is possible. See the Virtual Troop Meeting Safety Checkpoints for details.

Troop Meeting Pre-Screening Questions: Prior to *each* in-person meeting, all participants (girls and adults) should be screened to ensure they are healthy, haven't experienced any COVID-19 symptoms in the previous 72 hours and haven't knowingly been in contact with someone who has COVID-19.

Leaders may use a written questionnaire or verbally ask questions and keep a written log of answers. Troops should keep a record of each participant's answers for each in-person meeting for 3 years. These records do not have to be turned into the council unless requested by Girl Scout staff.

The following questions should be included in each pre-screening:

1. Do you have a fever or above-normal temperature (above 100F)?
2. Have you taken fever reducers in the past 72 hours?

3. Have you been experiencing shortness of breath or having trouble breathing?
4. In the past 72 hours, have you had a dry cough, runny nose or sore throat?
5. Have you recently lost or had a reduction in your sense of smell or taste?
6. In the past 72 hours, have you had any other flu-like symptoms, such as stomach upset, headache, muscle pain or fatigue?
7. In the past 72 hours, have you had chills or repeated shaking with chills?
8. Have you been tested for COVID-19? If yes, what date was the test and what was the result (positive, negative, awaiting results)
9. In the past 14 days, have you been in contact with someone who has a confirmed or suspected case of COVID-19 or respiratory illness?
10. In the last 14 days have you traveled outside Alaska (either internationally or in the US)?

If a participant answers “yes” to any of the pre-screening questions they should not attend in-person meetings until 72 hours after symptoms end without the use of medication. If a participant has been tested and is still awaiting results they should not attend in-person meetings. If a participant has traveled (questions 9-10) they should not attend in-person meetings for 14 days after returning.

Troop Meeting Size: Virtual gatherings should follow the same girl/adult ratios as in person meetings.

- Daisy: 2 adults to 12 girls
- Brownie: 2 adults to 20 girls
- Junior/Cadette: 2 adults to 25 girls
- Senior/Ambassador: 2 adults to 30 girls

In person indoor gatherings should be no larger than 8 girls and 2 adults.

In person outdoor gatherings should be no larger than 12 girls and 2 adults.

Your community may have restrictions on gatherings which are stricter. Check your community guidelines and follow those if they are stricter than Girl Scout guidelines.

If you have more people in your troop than is allowed for in person gatherings, meet virtually or have smaller in person group gatherings.

Troop Meeting Space: When meeting in person, it is strongly recommended that troops meet in outdoor spaces where social distancing can be maintained. Volunteers should get advance permission from property owners prior to meeting. Meeting in homes is not recommended but will be considered on a case by case basis. Email customercare@girlscoutsalaska.org.

If meeting indoors troops should use a public location (ie. not someone's home) and must ensure that:

- Social distancing can be maintained among Girl Scouts and from any other people on site
- The space is cleaned and touch surfaces sanitized at least daily
- The space is cleaned/sanitized between groups
- Girls are shown how to supplement hygiene practices (ex: turn off faucets with paper towel instead of bare hands)
- Gyms and fitness centers cannot be used as meeting locations

Large Gatherings: No in-person large group gatherings may take place.

Day Trips: Day trips may occur. If planning a day trip troops should:

- Get council approval (email customercare@girlscoutsalaska.org)
- Stay within your own community
- Call ahead to the facility to confirm they are following CDC and state COVID guidelines
- Ask if equipment/supplies are sanitized between uses
- Ensure that social distancing can be maintained
- Ensure that all participants (including vendors/instructors) wear face coverings

Trips/Overnights: No trips or overnights may take place.

Transportation: No carpooling is allowed. Individual parents should transport their own girl.

Face Coverings: Face coverings do not need to be worn during virtual meetings when a Girl Scout is in her own home. If participating in an in-person (indoors or outdoors) Girl Scout activity all volunteers and girls should wear facial coverings which cover both their nose and mouth.

Hygiene: When holding an in-person gathering:

- Refrain from hugs, handshakes, “high-fives,” and even activities like the friendship circle Create a safe way for girls and volunteers to greet and end meetings instead (like air high-fives)
- Stay home if you are sick or if someone in your household is 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 to confirm the individual is not running a fever and temperature is a normal 98.6 degrees. Members with fever or temperature higher than 98.6 should skip the in-person gathering until their temperature is normal for at least 72 hours without the use of fever reducing medication.
- Ensure each girl has her own supplies (markers, scissors, etc) or that supplies are sanitized between each use.
- Caution should be used when using restrooms. Take turns to maintain social distance and wear face coverings. Use your foot or paper towels to flush toilets, turn off faucets and open doors.

Food: When consuming food at in person gatherings:

- Encourage girls to bring their own food and not share their food with others.
- If providing snacks for girls use individually wrapped items when possible.

- If individually wrapped items are not possible one person, wearing gloves and a face covering, should hand out items to each person.
- Use disposable plates, cups and utensils when possible.
- Wash and sanitize all reusable items between each use.
- When eating all girls and adults should have at least 6 feet distance between them.

Permission Slips: Permission slips are not needed for virtual meetings. If meeting in-person parents should sign and return a permission slip to the troop leader with details about the activity and the following COVID disclosure statement:

“COVID-19 is an extremely contagious virus that spreads easily through person-to-person contact. As with any social activity, participation in Girl Scouts could present the risk of contracting COVID-19. While Girl Scouts of Alaska (GSAK) takes every safety and preventative precaution, GSAK can in no way warrant that COVID-19 infection will not occur through participation in GSAK programs.”