


girl scouts
nation's capital



COVID-19 RESPONSE GUIDELINES FOR TROOP LEADERS

Contents

Understanding Risk	3
<i>COVID Vaccine</i>	3
<i>Council Offices</i>	4
<i>Council Camp Properties</i>	4
COVID Safety Requirements	4
Screening	4
<i>COVID Testing</i>	5
<i>Pre-screen and Contact Tracing</i>	6
Face Masks	6
Social Distancing	6
Ventilation	7
Travel	7
<i>Transportation</i>	7
<i>Trips</i>	7
<i>International Travel</i>	7
Reporting	8

Girl Scouts Nation's Capital COVID-19 Response Guidelines

Understanding Risk

The Four C's of Decision-Making

While our understanding of COVID-19 continues to grow, the CDC has identified three primary contributors to transmission – **Contact**, **Confinement**, and **Crowds**.

- **Contact:** Proximity and interaction for an extended amount of time to other people increases risk.
- **Confinement:** Limited circulation of air increases risk.
- **Crowds:** Large group gatherings mean more people, more contacts, and more potential sources of infection.

The guidelines in this document reflect the Council's approach to minimize these risk factors for our girls, families, volunteers, staff, and our communities. Ultimately, the decision to return to in-person gatherings relies on a person's level of comfort with risk, weighing their own age and health status, life circumstances, and general level of risk aversion or tolerance. This represents the fourth **C** – **Choice**.

Adapted from *How to Navigate Your Community Reopening? Remember the Four C's*, by Roni Caryn Rabin, June 6 2020, NY Times.

In-Person Gatherings

Effective March 1, 2022, in-person gatherings require the following:

1. Members of the troop and/or service unit must agree and adhere to [COVID-19 Safety Requirements](#) which include a **pre-screen form for non-routine troop meetings**.
 - a. Members are not required to be vaccinated to participate in Girl Scout in-person gatherings.
2. **Masking will be optional** for all in-person events if there are no county or state mask mandates in place.
 - a. Troop leaders and event organizers may not require masks as a condition of attendance at Girl Scout gatherings.
3. All group size restrictions are lifted.

COVID Vaccine

Volunteers and girls are **NOT REQUIRED** to have the **COVID-19 vaccine** to attend in-person Girl Scout gatherings.

Council Offices

Council offices are open. No appointment is required but if you want to see a specific member of the staff, we recommend that you coordinate in advance of your visit. Please call ahead to make sure staff are available to help you.

Connecticut Avenue Office hours:

Monday – Friday 9 AM and 5 PM

Satellite Offices:

Monday, Tuesday, and Friday: 1 – 5 PM

Wednesday and Thursday 9 AM – 5 PM

Council Camp Properties

At Council camp properties, all sites except covered wagon units are available for troop camping. Lodges are open for overnights starting March 11 ,2022.

COVID Safety Requirements

Members are required to follow all the guidelines below to attend any in-person Girl Scout gathering.

- **If troop is hosting an in-person troop meeting or girl program activity, the troop leader(s) is not required to replicate as virtual experience.**
- **If families are uncomfortable with in-person gatherings, refer parent to Girl Scout virtual opportunities.**
- **If families are unable or unwilling to meet safety requirements, refer parent to Girl Scout virtual opportunities.**

Screening

The Council has established pre-screen health requirements for members who: are fully COVID-19 vaccinated (defined as two weeks past your final COVID vaccine dose), have received a booster shot, had a documented case of COVID-19 in the last three months, and non-vaccinated individuals.

All participants must be free of COVID-19 symptoms for 24 hours prior to gathering:

fever, cough, nasal congestion, shortness of breath or difficulty breathing, chills, repeated shaking with chills, muscle pain, headache, sore throat, new loss of taste or smell, feeling feverish as well as acute gastrointestinal problems, such as nausea, diarrhea, and vomiting.

All participants at an in-person gathering must not have tested positive for COVID-19 in the 5 days prior to the event. Members must complete their isolation period of 5 days if there was a positive COVID test.

Members who are fully vaccinated and boosted, have completed the primary series of Pfizer or Moderna vaccine in the last 6 months, completed the primary series of J&J vaccine in the last two months, or have recovered from a documented COVID-19 case in last 3 months must also confirm the following:

- 1) I am fully vaccinated OR have recovered from a documented COVID-19 infection in the last 3 months.
- 2) I am not in isolation because I am concerned about potentially being sick with COVID.

NOTE: On the screening form, this category will be referred to as “**Up-to-date** on vaccinations”. Per CDC guidance, individuals who meet the above listed criteria do not need to quarantine after known exposure to COVID-19 or after travel.

Vaccinated members who completed the primary series of Pfizer or Moderna over six months ago or the J&J vaccine over 2 months ago and Non-vaccinated members must also confirm the following:

- 1) I have no known exposure to COVID-19 or been in close contact with a COVID positive individual in the last 5 days.
- 2) I am not, nor is anyone in the household waiting on the results of a COVID-19 test. This does not include pre-travel testing.
- 3) Members of my household are not quarantined as an alternative to taking a COVID test after close contact and exposure to a COVID positive individual.

COVID Testing

For individuals **who have tested positive for COVID** (regardless of vaccination status) and are isolating at home, you may return to Girl Scout in-person gatherings under the following conditions:

- **At least 5 days** have passed since testing positive; AND
- Have no symptoms or your symptoms are resolving; AND
- No longer have a fever

Per CDC recommendation, if an individual has COVID symptoms but has a negative PCR test, the individual should still refrain from Girl Scout in-person activities until 5 days have passed since the onset of symptoms.

Pre-screen and Contact Tracing

Completing and submitting a pre-screen form is **not required for routine troop meetings** where only one troop is in attendance. Screening forms should continue to be collected when multiple troops meet and for larger events hosted by service units and associations. All gathering organizers must still report any COVID exposure to both Council and all families in attendance. See “Reporting” section for further guidance.

Troops and other groups can adapt the screening form to be in an electronic fillable format.

- All attendees are required to complete and submit the form to event organizer. Electronic or digital signatures are acceptable for electronic forms.
- All attendees must complete pre-screen form no more than 24 hours prior to gathering to participate.
- Troop leaders (or event organizers) are required to retain all copies of the pre-screen form for 90 days after the gathering.

If attendee develops symptoms or tests positive for COVID-19 after the event, notify Council staff by contacting customercare@gscnc.org M-F or calling emergency answering service at 1-888-288-1784 on the weekends. See “Reporting” section, for more details on family notifications.

COVID-19 prescreen form does not replace required parental permission form.

Face Masks

Masks are optional at all indoor and outdoor in-person Girl Scout gatherings if there are no county or state mask mandates in place. Wearing a mask is the decision of each individual and family.

Troop leaders and event organizers may not require masks as a condition of attendance at Girl Scout gatherings.

Social Distancing

All members encouraged to social distance at in-person Girl Scout gatherings. To practice social or physical distancing stay at least 6 feet (about two arms’ length) from other people and stay out of crowded places and avoid mass gatherings.

Ventilation

If indoors in a poorly ventilated space or in a crowd, it is recommended to open windows and doors to increase airflow and ventilation.

Travel

Transportation

Families providing transportation to/from in-person gatherings provides the least risk. Carpooling may occur based on the comfort level of the troop/group. If carpooling:

- recommend limiting driver with two persons per row of seats to a vehicle (4 people for car and 6 for a minivan)
- disinfect vehicle's high touch areas before and after each trip
- recommend windows are open to provide ventilation
- Troop leader retains list of each vehicle's occupants for 90 days

Trips

Troops must complete the [Troop Overnight and Travel Approval Form](#) if they are planning a trip of four nights or more or trips outside the continental United States for any length of time. Service Unit Managers will consider the following guidance when approving trips.

Domestic

Troops **may** travel in the United States. Troops are expected to research and plan to meet all safety requirements. Rates of infection, quarantining before and after trip, and requirements for COVID-19 testing and vaccines vary by state and venues.

Cruises

Troops **may not** currently go on cruises due to the high chance of getting COVID-19. The virus spreads easily between people in close quarters aboard ships.

International Travel

Starting in the summer of 2022, GSUSA is again offering international destinations. Girl Scouts Nation's Capital service units may approve troop international travel for Spring and Summer that meets the Council's guidelines as detailed on the [Troop Overnight and Travel Approval Form](#).

In addition, volunteers and families are responsible for knowing and complying with all COVID safety requirements in transit and for destination arrival and departure. CDC guidance for international travel can be found here:

<https://www.cdc.gov/coronavirus/2019-ncov/travelers/international-travel-during-covid19.html>

The rates of COVID are highly variable and government mitigation requirements ever changing. It is strongly recommended that there is a clear understanding in writing by volunteers and families of all cancellation policies for planned travel, accommodations, and activities.

Things to keep in mind:

- Countries may require vaccinations, boosters, proof of recovery from COVID, negative COVID tests taken 24-72 hours prior to arrival, quarantine, and/or testing after arriving at your destination
 - o Some combination of the above will be required. Review country requirements and airline requirements prior to planning.
 - o Be aware of changing pre-departure testing requirements (i.e. timeframe to take test, necessity of a test, etc.). Monitor requirements up until the day of travel in case there is a last-minute change.
 - o Countries may require a passenger locator form to be completed in advance of travel; COVID information will be included.
 - o Testing upon arrival and testing to return to the United States will require additional funds and time. Plan accordingly.
- Be aware that some countries or venues may not accept a paper copy of the CDC vaccination card. For example, France requires a French health pass for restaurants, museums, long distance transportation (trains), etc.
- Venues may also have additional or more restrictive COVID measures.
- Be flexible in your trip planning in the event cancellation occurs.

CDC has a risk level assessment by destination; consider monitoring:

<https://www.cdc.gov/coronavirus/2019-ncov/travelers/map-and-travel-notice.html>

Reporting

If an individual develops COVID within **five** days of participating in a Girl Scout in-person gathering, please send the template email (or a modified version) that is located below

to any participant families. Please note that we do not want to share the personal information of the individual who tests positive to maintain their privacy. If any individuals were in close contact, an additional template email (or a modified version) email should be sent as a follow up.

Please notify the Council by sending an email to customercare@gscnc.org noting the following information:

- Troop number; Troop leader name, email, and phone
- The name of the COVID positive individual and the parent name if a girl
- Timeline (when the Girl Scout gathering took place vs. COVID testing)
- If girls were masked and/or distanced
- The nature of the activities (stationary, lots of movement/running around; include if it was a SU event or other non-regularly scheduled troop meeting)
- Number of girl and adult participants

Recommended email for **COVID Notification** to troop families:

Dear Girl Scout Families,

We have been notified that a participant at our last Girl Scout in-person event has tested positive for COVID. At this time, it is recommended that there be a five-day pause on troop activities. Please follow the COVID guidelines put forth by the other organizations your daughter(s) participate in (i.e. school, sports, church, etc.). If your daughter was in close contact (within 6ft for 15 or more minutes) a follow up notification will be sent.

Please note that this COVID case has been reported to Council staff at Girl Scouts Nation's Capital. If you have any questions on their COVID policy, please contact customercare@gscnc.org.

Recommended email for **Close Contact Notification**:

Dear Girl Scout Family,

As noted in the previous email related to COVID, this email is a follow-up to notify you that your daughter was in close contact with an individual who tested positive after our last in-person Girl Scout event. Please monitor your daughter for signs of COVID and notify us and Council if she tests positive for COVID.

As always, if you have questions or concerns regarding Nation's Capital COVID policy reach out to customercare@gscnc.org.

Note: the five-day pause to troop activities assumes that either the full troop or most of the troop is exposed during a troop meeting or activity. If exposure takes place during a

cookie booth, troop members not exposed at cookie booth may continue to participate in Girl Scout cookie booths as scheduled. We recommend a pause in full troop gathering so that all girls may participate.

