

COVID-19 Guidance for Girl Scout Volunteers Troop Meetings, Activities/Programs, Health & Safety Practices Edition Date: January 15, 2022

Girl Scouts' number one priority is the safety and well-being of our members and the families and communities we serve. Please contact GSNYPENN to confirm our policies and any relevant current federal, state, and local COVID-19 guidelines and restrictions in your area. Your council is your first source for information on COVID-19 specific guidelines and restrictions for your Girl Scout activities.

Volunteers should always follow the guidance of their local council. This guidance is intended to be used by volunteers in conjunction with Safety Activity Checkpoints and according to New York, Pennsylvania, and local COVID-19 circumstances which change in response to risk factors. You must continue to monitor local and federal guidelines and other resources indicated below, such as the Centers for Disease Control (CDC). GSNYPENN may modify this guidance from time to time.

COVID-19 is an extremely contagious virus that spreads easily in the community and risk is fluid. Accordingly, the guidance provided here does not supersede more recent government guidance or restrictions. Council staff will continue checking regularly for changes to guidelines that apply in our communities.

Current directives include:

- Unvaccinated individuals should avoid close contact; put a distance of at least three (3) feet between yourself and others.
- All individuals should cover their mouth and nose with a well-fitted mask* when around others inside or outdoors where physical distancing is not possible. (*see **Face Coverings** section below)
- Routinely clean and disinfect all surfaces and objects that are frequently touched.
- Monitor your health.
- Cover coughs and sneezes.
- Wash hands often.

Troop leaders should always consider the comfort level of their girls and families when making decisions related to troop meetings, activities, and trips. Consider the following:

- Before planning in-person meetings and events, survey families for their comfort level. Even if it is allowed in your area, families may not be comfortable with a full return to in-person activities.
- Regularly check and follow real-time local and national safety directives to ensure you're compliant with local regulations.

This document provides COVID-19 health and safety guidance for Girl Scout volunteers. The guidance which follows is separated into 4 categories:

- Meetings and Gatherings
- Activities and Programs, Including Travel
- Health and Safety Practices
- Reporting a Contact/Incident

Meetings and Gatherings

Troop Meeting Size. Troops may meet in accordance with the Safety Activity Checkpoints. Council approval is *not required* for troop meetings.

Troop Meeting Space. Get advance permission from council, property owner or the jurisdiction that provides the location; follow Safety Activity Checkpoints.

For meetings held at public facilities, 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, consider whether you can supplement any less-than-ideal practices. For example, if you will arrive after another user group, plan to bring sanitizing wipes to get the space ready for your troop. Another example: if faucets are manual, take some time to show girls how to shut them off with a paper towel. Use paper towels for doorknobs whenever possible.

Troop Meetings at Home and Front/Back Yards. For meetings in the home and back and front yard meetings, make sure that the premises are completely safe for children. For example, pools must be fenced or otherwise safely sectioned off. The same goes for any equipment or tools or recreational apparatus that is deemed unsafe for girls such as outdoor trampolines. Make sure that pets are kept separate from the girls' meeting space. Ensure that both the troop leader and co-leader can see girls and monitor their whereabouts at all times. Maintain the use of the buddy system for errands or bathroom breaks. If the property is large, ensure that the meeting space is kept distinctly separate from non-members. "Backyard" meetings and meetings inside the home must be pre-approved by council.

To assist with the Home Safety Checklist, safety checkpoint considerations include:

- The home must be the home of registered, background checked, council-approved volunteer.
- Girls may not meet at a property where a registered sex offender lives.
- GSNYPENN requires background checks for all adults (age 18 years and older) living at the premises.
- 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; ammunition locked separately.
- Medication, dangerous cleaning products, or any poisonous substance must be stored in a secure space out of sight, preferably locked.
- Ensure that the Hygiene and Risk Mitigation and all other guidance in this document are followed (this is a COVID-19 specific precaution).

Troop Meetings on Council Premises. GSNYPENN takes reservations for troops and SUs to use council properties. All safety guidelines must be adhered to in accordance with CDC, state, and local health authorities and as outlined in this document. Troop meetings on council premises, as with normal Girl Scout programs, should abide by Safety Activity Checkpoints in terms of 2 unrelated adult volunteers, adult-to-girl ratios, etc.

Our rentable spaces are available for troop/group overnight reservations. Visit [Doubleknot](#) and select Property Reservation.

Virtual Meetings. Troops may need (or want) to run online meetings as part of being flexible to the troop's needs and fluidity of the COVID-19 virus. Use the Safety Activity Checkpoints for Virtual Meetings to guide your meeting plans. As with in-person meetings, all virtual meetings with girls should have at least 2 unrelated adults in attendance.

- We offer a short [Going Virtual](#) series to help leaders.
- Other helpful resources can be found at [Girl Scouting at Home](#).
- We offer discounted access to gsZoom licenses. To opt-in or learn more, [click here](#).

Gatherings. It is recommended that troops/groups host gatherings where physical distancing can be maintained. Troop/group gatherings should be planned in accordance with Safety Activity Checkpoints, COVID-19 risk mitigation guidelines and require individuals to wear face coverings.

GSNYPENN requires all attendees wear a well-fitted mask and strongly recommends that attendees use a home test or get a COVID-19 screening test 1-3 days prior to the event. It is reasonable for the group leader to request proof of a negative home test or COVID-19 screening test. In lieu of a negative COVID-19 test, an individual can provide documentation that they have recovered from COVID-19 within the past 90 days. Individuals should not attend any Girl Scout events when experiencing any COVID-like symptoms or if they've been recently exposed and are unvaccinated. Review the **Pre-Screening and Symptoms Check** and [CDC guidance for events](#).

Activities and Programs

Day Trips and Activities. GSNYPENN is only requiring [Troop/Group Activity Application](#) for activities involving an overnight stay, a high-risk activity, or travel of more than 200 miles roundtrip from your normal meeting place. Plan day trips and activities using the Safety Activity Checkpoints, along with the Hygiene and COVID-19 Risk Mitigation in this document.

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 supplies/equipment in between uses, similar to equipment at the gym. Make necessary and appropriate accommodations. For example, bring extra sanitizer or disinfectant wipes if none will be provided for public use at the activity location.

Travel and overnight stay. Volunteers must submit a [Troop/Group Activity Application](#) for all overnight activities and continue to practice the Hygiene and COVID-19 Risk Mitigation guidance outlined in this document.

If the families of your troop are in agreement to travel, and understand the inherent risks, overnight camping and travel is allowed with the following stipulations:

[Troop/Group Activity Application](#) approvals must be completed. As with all in-person activities, all mitigation guidance outlined here should be implemented; for example, follow the guidance in the section for Volunteer Awareness and for Pre-screening and Symptoms Check.

When making decisions about whether or not to approve troop travel or proceed with planned council-organized travel, GSNYPENN staff will use all current health and safety guidance available in your jurisdiction as well as the destination jurisdiction to ensure the safety of girls. You can access a summary of restrictions by state [here](#). Also, check all guidance provided by the [CDC specific to travel](#), and, for international travel, check U.S. Department of State Travel Advisories. Be sure to check CDC and Department of State advice with respect to U.S. or international travel.

Current GSNYPENN COVID-19 guidelines must be followed. All families must be informed of GSNYPENN's COVID-19 guidelines and recommendations for travel (shared in this document).

The following measures are to be taken:

- GSNYPENN requires all individuals on travel and overnight stay be fully vaccinated against COVID-19.
- Overnight Girl Scout trips, scheduled on or after **January 15, 2022**, will require all attendees provide the group leader with proof of vaccination. The members must be fully vaccinated*, and the vaccination may not expire prior to or during the trip. It is recommended that all attendees use an at-home test kit** to self-screen for COVID-19, or get tested by a local provider, no more than one day before the overnight.
- Implement modifications to travel plans that make social distancing practicable; for example, unvaccinated travelers from separate households practice social distancing. Again, sustained contact within less than six (6) feet for longer than ten (10) minutes within an enclosed area creates high-risk for virus transmission.
- For travel that includes girls and adults from multiple households who must be in close proximity (e.g., sharing transportation or accommodations), we recommend breaking the group up into smaller cohorts, in addition to the pre-screening and symptoms checks, which should take place before all in-person activities.
- Prior to departure, wellness checks must be made on all travelers including an assessment as to current symptoms of illness or exposure to a positive person during the last three (3) days. If any of the questions are answered in the affirmative, that individual may not go on the trip.
- GSNYPENN currently recommends shared sleeping quarters should be a minimum of six (6) feet between beds, with the understanding individuals are fully vaccinated and/or showed no symptoms within three (3) days of travel. Sleeping quarters must also be in accordance with Safety Activity Checkpoints.
- Masks **MUST** be worn at all times by individuals, except when eating, drinking, sleeping or physically distanced outdoors.
- Continue daily health/temperature screening while on the trip.
- We recommend bringing along rapid tests for individuals to self-administer, should symptoms arise; caregiver permission required.
- Handwashing and hand sanitizing stations must be made available at all times.
- GSNYPENN's Annual Permission Form with COVID-19 Waiver of Liability must be signed for all participants.
- Additional insurance must be purchased for non-members. *(Please note: only GSNYPENN members may participate in an overnight troop, SU or council trip.)*

Although travel plans are often arranged several months in advance, recognize that the COVID-19 risk is still fluid; it can and may change, and contingencies should be planned ahead of time for re-scheduling, cancelling, or pivoting to a virtual activity. For all planned trips, create a timeline and identify a drop-dead date when decisions must be made about whether or not to move forward with the planned trip, based primarily on the safety of our girls, along with financial commitment deadlines and/or other factors. You should also consider purchasing travel insurance but be sure to read all fine print and ask questions to ensure COVID-19 or pandemic-related cancellation is covered; it is often excluded.

Domestic Travel. Check [CDC Domestic Travel Guidance](#) during COVID-19 for the various types of travel, risk factors, and steps to mitigate risk. Another additional resource to examine is the [Educator Travel Toolkit](#) created by the Student Youth Travel Organization (although this resource was created for trips planned with a tour provider, the suggestions are more broadly applicable.) Recommendations from this guide include: consider purchasing travel insurance (be sure to understand if the policy has COVID-19 or pandemic exclusions); plan to bring 1-2 adults beyond the ratio-required number of adults, and to pre-book an extra accommodation space, in case it is necessary to isolate a traveler from the rest of the group.

CDC recommends delaying travel until you are [fully vaccinated](#), because travel increases your chance of getting and spreading COVID-19. In addition to the travel guidelines above, follow all local and [CDC recommendations for domestic travel](#), including:

- If traveling by air, check if your airline requires any testing, vaccination, or other documents.
- Prepare to be flexible during your trip as restrictions and policies may change during your travel.

International Travel: For planned international travel, continue to monitor all guidance from the CDC and Department of State. You can register a planned [trip](#) with the Department of State to receive updates when advisories change. You can also check COVID-19 trends over time for select countries by checking the Council on International Educational Exchange's (CIEE) [Health Risk Index Report](#).

Starting December 6, 2021, all air passengers, regardless of vaccination status, must show a negative COVID-19 test taken no more than 1 day before travel to the United States.

GSNYPENN requires all members participating in international travel be fully vaccinated.

Transportation (Carpooling). It is imperative to take all safety precautions when girls are traveling in motor vehicles. COVID-19 transmission risk is high when people are in close proximity, less than six (6) feet apart. The risk increases when people are in a closed-in area or indoors for longer than ten (10) minutes. When transporting unvaccinated girls and adults, always space out the passengers to avoid crowding, have all individuals wear a mask, and keep the windows partially open to provide ventilation. Make sure parents are aware ahead of time if girls will be in a car together. Always, for every in-person event, meeting, or transportation arrangement, conduct the prescreening symptoms check to ensure that coronavirus does not touch Girl Scout gatherings. Individual parent drop-offs and pick-ups are ideal. Public transportation should be avoided and not encouraged, unless fully vaccinated.

CDC guidance for rideshares 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.

Public Transportation. Public transportation should be avoided and not encouraged, unless fully vaccinated, as large groups of people, indoors, for longer than ten (10) minutes are typical of most public transportation which increases transmission risk and maintaining six (6) feet of social distance is often difficult or impossible with public transportation. However, when public transportation cannot be avoided:

- Avoid peak hours
- Allow extra time to wait and avoid crowded buses or subway cars or capacity restrictions
- Space out girls to avoid crowding (but keep to the buddy system)
- Consider grade level, age and maturity level of girls
- Always wear a mask
- Obtain parental or legal guardian permission, make sure they are aware
- Clean hands before and after public transportation travel

Cookie Booths. To be determined closer to the booth period start date.

[Health and Safety Practices](#)

Vaccinations for girl members, staff, and volunteers.

- **Girl Members.**

- COVID-19 vaccines are now available for children age 5 and up. GSNYPENN will stay abreast of state regulations and protocols practiced in public schools and use that information to inform our policies.
- If you have any questions about the obligation to communicate a girl's non-immunization with other troop parents, contact GSNYPENN and council staff will obtain the appropriate local legal guidance. Absent specific federal or state laws that speak directly to the COVID-19 vaccine and communicating non-immunization with parents of youth groups, the guidance is to follow the standard and protocol as it pertains to school attendance.
- Girl members traveling with Girl Scouts on overnight trips must provide the group leader with proof that they are fully vaccinated* against COVID-19.
 - *Vaccines for children ages 5-11 have only been available since November 2021. Therefore, at this time, children ages 5-11 only have to show proof of having had at least one dose of the COVID-19 vaccination. For overnights and travel/extended trips after February 28, 2022, children ages 5-11 will need to have proof of having been fully vaccinated.
 - Vaccines have been available for 16–17-year-olds since April 2021 and for 12-15-year-olds since May 2021. At the time of the determination, 63% of the 12-17 age group has been fully vaccinated in New York State.
- **Adult Volunteers.**
 - Based on the current regulatory landscape, volunteers are strongly encouraged to voluntarily vaccinate but they are not required to do so.
 - Adult volunteers traveling with Girl Scouts on overnight trips must provide the group leader with proof that they are fully vaccinated against COVID-19.
 - You can access FAQs regarding vaccinations here: [COVID-19 Vaccination FAQs](#).
- **Council and Camp Staff.**
 - GSNYPENN strongly encourages all council staff members to become vaccinated now that the vaccine is available to them. Council staff are under no obligation to disclose their personal vaccination status. Under no circumstances should one staff member discuss the personal healthcare decisions of another staff member with anyone. Currently, unvaccinated staff members are required to provide a weekly, negative screening test for SARS-CoV-2.
 - Council and camp staff traveling with Girl Scouts on overnight trips must provide proof that they are fully vaccinated against COVID-19.

Volunteer Awareness. Always remember that COVID-19 is an extremely contagious virus that spreads easily in the community. It is important to take all reasonable precautions to limit potential exposure for girls, volunteers, and families. GSNYPENN provides these guidelines to promote awareness, preparedness, health and community service. It is an important time to be a safety-minded Girl Scout and demonstrate Girl Scout values. It is also important to regularly check and follow real-time local and national safety directives and to survey your girls' families for their comfort level with respect to returning to troop meetings.

For every in-person gathering, remember:

- Conduct verbal (yes/no to all) pre-screening (see **Pre-Screening and Symptoms Check** section below)
- All girls and adults wear masks
- Maintain physical distance
- Wash hands
- No touching the face
- No sharing utensils, disinfect shared supplies, disposable items are best
- Carry disinfectant and make sure girls are using it as appropriate

Pre-Screening and Symptoms Check. Prior to in-person troop meetings and activities, all participants should be screened to ensure they are healthy and that they have had not experienced symptoms associated with COVID-19 in the previous 24 hours, that they have not knowingly been in contact with someone that has exhibited symptoms or has been confirmed positive with COVID-19 in the past 5 days (if unvaccinated), and that they have not been to high-risk geographical regions particularly those regions that require a 14-day quarantine period.

At this time, GSNYPENN is recommending a verbal acknowledgement to the following:

- Has unvaccinated participant been in close contact in the past 5 days with someone who has tested positive for COVID-19?
- Been notified by your medical provider or a local government official to remain home because of COVID-19 in the past 5 days?
- Tested positive for COVID-19 in the past 5 days?
- Had a fever of 100.0 or greater now or in the past 24 hours?

Note: The CDC defines “close contact” as follows:

- You were within six (6) feet of someone who has COVID-19 for a total of fifteen (15) minutes or more within 24 hours
- You provided care at home to someone who is sick with COVID-19
- You had direct physical contact with the person (hugged or kissed them)
- You shared eating or drinking utensils
- They sneezed, coughed, or somehow got respiratory droplets on you

Hygiene and COVID-19 Risk Mitigation. Place signs in the meeting or activity space to remind girls and volunteers 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 twenty (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 before 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.

Council has created a set of predesigned signs for your use.

Home Tests. Home test kits are a useful tool in addition to the many testing resources in our communities. Be sure to only use an FDA-approved home test. Below is a list of the 11 tests currently approved by the FDA for use at home:

- [BinaxNOW COVID-19 Antigen Self-Test](#)
- [iHealth COVID-19 Antigen Rapid Test](#)
- [CareStart COVID-19 Antigen Home Test](#)
- [BD Veritor At-Home COVID-19 Test](#)
- [SCoV-2 Ag Detect Rapid Self-Test](#)
- [InteliSwab COVID-19 Rapid Test](#)

- [Celltrion DiaTrust COVID-19 Ag Home Test](#)
- [QuickVue At-Home OTC COVID-19 Test](#)
- [Flowflex COVID-19 Antigen Home Test](#)
- [BinaxNOW COVID-19 Ag Card 2 Home Test](#)
- [Ellume COVID-19 Home Test](#)

Providing the group leader with proof of a negative home test for COVID-19 is acceptable for GSNYPENN council, SU and troop activities. BinaxNOW test offers the [NAVICA app](#) to verify test results; a date-stamped photo may be used to display results. In lieu of a negative COVID-19 test, an individual can provide documentation that they have recovered from COVID-19 within the past 90 days.

Personal Contact. Hugs, handshakes, “high-fives,” and even activities like the friendship circle or squeeze can transmit COVID-19 from person to person. Individuals should refrain from these gestures for the time being. Create a safe, culturally appropriate, way for girls and volunteers to greet and end meetings instead (like tapping elbows or “foot fives”).

Singing. If you normally close your meetings with a song, make certain girls and adults are all wearing masks. Maintain distancing and ask your girls to either hum their closing song, or sing quietly, and always, of course, with their masks on.

First Aid Supplies. Troop first aid supplies should include COVID-19 prevention items including hand sanitizer (at least 60% alcohol), hydrogen peroxide wipes, tissues, disposable face masks, and disinfectants. Trash baskets or bags should be supplied for meeting and activity spaces, if not already available. Make sure that the trash baskets (or bags) are easily accessible for girls. 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.

Disinfectants and Disinfecting. Routinely clean and disinfect surfaces and objects that are frequently touched (i.e., tabletops, 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.).

See [the CDC’s website](#) for more on cleaning and disinfecting community facilities.

FDA Warning. The FDA has advised consumers not to use certain hand sanitizers due to unsafe ingredients. The CDC provides an updated list of products that should never be used. Be sure to check [FDA updates on hand sanitizers](#) consumers should not use and stay away from products deemed unsafe.

Face Coverings. All girls and adults wear masks during indoor, in-person gatherings. Girls can bring their own face coverings. Have disposable masks on hand for those who need them. Volunteers can teach girls how to handle their face coverings so that the coverings are effective.

When outdoors and physically distanced, individuals are not required to wear a face covering.

Should a girl or volunteer be unable to wear a mask, due to a medical condition, contact GSNYPENN for guidance on how best to handle this exceptional circumstance. It may be appropriate to require a doctor’s note. Troops should inform families so they are aware if there is a member who will participate without wearing a mask due to medical exception. Again, volunteers should contact council staff for guidance.

Permission Slips. The Annual Permission/Health Form, including acknowledgement of coronavirus risk, must be completed for all Girl Scout participants each membership year.

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 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 pack) or hotdog 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 physical spacing during meals

Restrooms. Be very careful in public restrooms. Ensure girls take appropriate turns to maintain 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.

[Reporting a Contact/Incident](#)

Reporting and Communicating a Positive COVID-19 Test. In the event of a COVID-19 positive test result, contact the parents or troop members and notify GSNYPENN using the [GSNYPENN COVID-19 Incident Report form](#).

Council staff and volunteers will work in partnership to notify parents and others about a positive test result; the identity of the positive case is confidential. All girl and volunteer health information is private and strictly confidential and should be only shared on a need-to-know basis with a council staff member. There are laws and regulations governing sharing of health data.

Sample Messaging for Communicating a Potential COVID-19 Contact. First, take a minute to determine if you have individuals who were less than 3-6 feet from the individual for a total of 15 minutes and unvaccinated (or unmasked). Contact those individuals first. Then, alert all attendees/caregivers with the following message by phone or email. Customize, as needed for your specific event/situation.

Dear Parents,

A member of our troop who was present at our troop meeting on *(date)* has since tested positive for COVID-19. The individual did not have obvious symptoms at the time of the meeting. *(Note: state if the individual remains asymptomatic.)*

The health department may not reach out to the COVID-19 positive individual for contact tracing. Based on current guidelines, any unvaccinated attendees who were less than 3-6 feet from the individual for a total of 15 minutes (or unmasked) should quarantine for 5 days and monitor for symptoms, and all those in close contact should remain masked for 10 days. *(Note: Let families know “I*

have already contacted those who were determined to be in close contact" if it is relevant or communicate that "No one in our troop was determined to be in close contact."

Please be aware of and monitor for changes in health status and, should symptoms present, test for COVID-19 and choose to isolate.

At our meetings, we practice COVID-19 mitigation by (*State what your troop is doing to mitigate risk, such as maintaining 6 feet of distance indoors, 3 feet of distance outdoors (except for brief periods), and Girl Scouts and leaders are required to be masked both indoors and outdoors. Due to rising case numbers, we have also decided that we will not be eating during meetings until case numbers are significantly lower, and we started this policy on 1/2/2022, so no one took their mask off to eat during the meeting*).

If you have any questions (other than the name of the positive individual, which I cannot and will not share), please feel free to reach out to me.

Best regards,

...

Council support staff can assist with drafting your communication and answer any additional questions.

A designated council staff member will assist in:

- Confirming and tracing the positive tester
- Contacting the parents of anyone who may have been exposed (or other volunteers)
- Notifying a facility or homeowner where a troop has met, when necessary

Contact the GSNYPENN Emergency Line at 1.855.213.8555, option 4, if you need IMMEDIATE guidance:

- Identify who you are
- Explain the nature of the emergency: positive COVID-19 test
- Provide a contact number for yourself and we will call you back immediately
- **Incident Response Lead is Christina Verratti, Director of Membership Support, at 315.698.9400 x2126 office, cverratti@gsnypenn.org or 315.723.8849 cell.**

Refer any and all media inquiries to GSNYPENN. Media Relations Lead is Jaime Alvarez, Senior Director of Marketing & Communications, at 315.698.9400 x2049 office, 315.263.5957 cell or jalvarez@gsnypenn.org.

[Additional Information](#)

[CDC One-Stop-Shop Toolkit](#). The page offers an array of topics and specific COVID-19 guidance. The site is updated regularly.

[NYS Covid-19 Guidance](#)

[PA Covid-19 Guidance](#)

[COVID-19 Quarantine and Isolation Guidance](#)