



Based on GSNWGL Guidelines for In-Person Troop and Service Area Activities

This meeting plan will help you think through how to prepare your meeting space and work with your girls to set up a safe environment to help minimize the spread of COVID-19. Review the full *GSNWGL Guidelines for In-Person Troop and Service Area Activities* document for all guidelines and requirements.

Before the Meeting

Set family expectations

- Share the *Parent/Caregiver Statement of Understanding*.
- Connect with families and ask questions to gauge their interest in meeting in person.
 - Are you interested in resuming in-person meetings and activities?
 - Would you prefer indoor or outdoor meetings?
 - Girl Scouts requires the use of masks or face coverings. Does your daughter have comfortable masks to wear?
 - Are there questions or concerns you have about resuming in-person meetings?
- If you decide to meet in-person and there are families that choose not to meet, consider ways you can still stay connected and share activities the troop is doing.
- Be clear on what you expect families and girls to do before and during meetings (stay home when ill, wear masks, social distancing, picking up/dropping off, etc.)
- Share any important details about your meeting location, including how they should enter the space. If the meeting space is your home, make sure families are informed and comfortable.

Prepare your space

- Plan how the girls will come into the meeting space. Consider having a designated volunteer greet the girls at a drop off place and give them directions to enter the meeting space and maintain social distancing.
- Use visuals or other methods to encourage social distancing. Make it girl-led by asking the troop for suggestions.
 - Ideas: Use chairs with the girls' names on them, spots or carpet squares on the floor, masking tape or sticky name tags to designate where they sit.
 - Idea: Use hula hoops to designate space.
- Clean and disinfect the commonly touched spaces.

Bring to the meeting

- Disposable face masks
- Hand sanitizer (at least 60% alcohol)
- Disinfectant
- Paper towel
- Trash bags
- Tissues

During the Meeting

Welcome back!

- Begin by welcoming the girls back, letting them know you are happy to spend time with them.
- Open the meeting with a question or icebreaker.
 - Share a funny memory from the spring or summer.
 - What did you miss most about not seeing your Girl Scout sisters in person?
 - What is your favorite food to eat in the summer?

Talk about safety and social distancing

- Is everyone wearing a mask? Is it covering your mouth and nose? Because Girl Scouts care about their friends, we wear masks at our meetings.
- Acknowledge that things have been different the past few months and because of that we will have to think differently about our meetings.
- Ask the girls to share what they have been doing differently at home or in their community. From this you will learn the commonalities, differences, and perhaps fears they might have.
- As a group, list the things everyone can do at your troop meetings to stay safe in your meeting space. (Examples might be washing hands, wearing your mask, keeping your distance, etc.)
 - Write the list on a poster.
 - Review the list at the next few meetings until you know the girls are prepared to follow them.

What if the girls express concern and fears?

- Listen, invite them to tell you more. Stay calm.
- Ask the girls if they have ideas of what helps them feel better. How can they support one another?
- Remind them that they are powerful and together they can get through this.
- Keep to the routines of the troop and build new, fun routines.

After the Meeting

- Clean and disinfect commonly touched surfaces. Refer to the CDC website for more information on cleaning and disinfecting.

Tips for Engaging Families who have Opted Out of In-person Meetings

- Consider various ways to ensure all girls are engaged and connected.
- Offer a virtual and/or a call-in option.
- Send meeting activities ahead of time for families to do it themselves (via email or drop-off/pick-up)
- Follow up with families that aren't able to join so that girls can still stay connected with troop leaders. Do some reflection or share photos so the girls can see what they did.