

# FORMS & LEADERSHIP PREP FOR TROOP ACTIVITIES

Check Safety Activity Checkpoints for all activities and ensure appropriate girl/adult safety ratio.

ACTIVITY	DESCRIPTION	FORMS AND REQUIREMENTS	LEADERSHIP PREPARATION
<b>New Troop Leader</b>	Requirements for all troop leaders before meeting with girls (including Co-Leaders/ Assistant Leaders).	<ul style="list-style-type: none"> <li>» Register as a Girl Scout member</li> <li>» Complete the online background check</li> </ul>	<ul style="list-style-type: none"> <li>» <a href="#">Getting Started for New Leaders</a></li> <li>» <b>NOTE:</b> Troop Money Management course must be completed before opening a bank account</li> </ul>
<b>Troop/Group Meeting</b>	Weekly, bimonthly or monthly meeting at regular location.	<ul style="list-style-type: none"> <li>» <a href="#">Girl Permission/Health History Form</a></li> <li>» Troop/group is registered with approved leadership</li> <li>» First Aid Kit</li> </ul>	<ul style="list-style-type: none"> <li>» <a href="#">Getting Started for New Leaders</a></li> <li>» <a href="#">First Aid/CPR for First Aider</a></li> </ul>
<b>Field Trips</b>	A local outing planned during regular meeting time or similar time frame.	Same as Troop Meeting <b>PLUS:</b> <ul style="list-style-type: none"> <li>» <a href="#">Specific Event Permission</a> (if &gt; 4 hrs)</li> <li>» <a href="#">Driver Packet and Emergency Procedures</a></li> </ul>	Same as Troop Meeting <b>PLUS:</b> <ul style="list-style-type: none"> <li>» <a href="#">Preparing for Activities and Trips</a></li> </ul>
<b>Sleep Over</b>	An overnight event at an indoor facility (home, church, etc.) Not more than two nights or more than 250 miles one way, or out of state.	Same as Field Trip <b>PLUS:</b> <ul style="list-style-type: none"> <li>» <a href="#">Troop Trip Application</a> (3 weeks prior)</li> </ul>	Same as Field Trips
<b>Travel</b>	An extended trip of more than two nights or more than 250 miles one way including out of state or international travel.	Same as Sleep Over <b>PLUS:</b> <ul style="list-style-type: none"> <li>» Council Approval</li> <li>» <a href="#">Additional insurance</a></li> <li>» International – submit <a href="#">GSUSA Intent to Travel</a> form 3 months prior</li> <li>» <b>NOTE:</b> For International Travel: Troop Trip Application must be submitted 6 months prior to trip.</li> </ul>	Same as Field Trips <b>PLUS:</b> <ul style="list-style-type: none"> <li>» <a href="#">Planning U.S. Travel</a></li> <li>» <a href="#">Planning Global Travel</a> (international destinations)</li> </ul>
<b>Outdoor Day Trip</b>	An outing that lasts a half or full day in the outdoors Cold meals/ snacks – no outdoor cooking.	Same as Field Trips	All previous training <b>PLUS:</b> <ul style="list-style-type: none"> <li>» <a href="#">Troop Camp Certification Level 1</a></li> </ul>
<b>Sleep Out</b>	An overnight spent in an outdoor setting (cabin, lodge or secured backyard) Activities do not include outdoor cooking or fire building. Not more than two nights.	Same as Sleep Over	Same as Outdoor Day Trip

<b>Outdoor Cooking</b>	Preparing and cooking meals using a campfire or other outdoor cooking.	Same as Field Trips	Same as Outdoor Day Trip <b>PLUS:</b> » <a href="#">Hybrid: Troop Camp Certification Level 2</a> OR » <a href="#">In-Person: Troop Camp Certification Level 2</a>
<b>Campout</b>	A camping trip with outdoor cooking and/or campfire. Sleeping in tents or cabins.	Same as Sleep Over <b>PLUS:</b> » <a href="#">Additional insurance</a> (if > 2 nights)	Same as Outdoor Cooking
<b>High Adventure</b>	A trip or activity involving high adventure activities (i.e. backpacking, rafting, rock climbing, etc.)	Same as Field Trips <b>PLUS:</b> » <a href="#">Specific Event Permission Slip</a> » Council approval of high risk activities if necessary	All previous training including: » <a href="#">Hybrid: Troop Camp Certification Level 2</a> OR » <a href="#">In-Person: Troop Camp Certification Level 2</a> » Specialized training where necessary (i.e. backpacking, Wilderness First Aid, Archery instructor, etc.) » GSACPC approved <a href="#">high adventure vendor list</a>