

Guidelines for Girl Scout Activities in a Private Home

Girl Scouts of the USA and Girl Scouts Western Pennsylvania consider the safety of their members a top priority. It is preferred that Girl Scout meetings be held in a public setting. In assessing the risks associated with hosting meetings, events, or activities in private residences, specific criteria must be met.

Before any Girl Scout meeting or activity can be held in a private residence, the [Permission to Meet in Private Homes Application](#) must be submitted and approved. This permission must be renewed upon the expiration of the current certificate of insurance on file, at the end of the current Girl Scout year, and/or any time there are changes to the household membership.

The approval of a one-time event does not constitute approval for meetings or other activities at this or any other private residence. Additional events/activities will require separate applications.

The owner of the private residence must ensure:

- The property is covered by a minimum of \$1,000,000 personal liability coverage in homeowners'/renters' insurance or a separate insurance rider on the property.
- If hosting meetings or Girl Scout-only events, all adults (18+) residing in the household must be approved volunteers with Girl Scouts Western Pennsylvania. No outside visitors may be in the house during the meeting or event.
- The volunteer-to-girl ratio is met during the meeting/activity.
- The property is accessible to any troop member with a disability. Members may not be excluded from joining a troop or attending a troop function at any location because of a disability.
- A first aid kit is on site.
- Pets, guns, medications, controlled substances, and cleaning products are secured, locked, and unavailable to members for the duration of the meeting/event.
- No one on the premises may consume or be under the influence of alcohol or impairing substances prior to or during the Girl Scout meeting/event.
- Smoking of any kind is strictly prohibited in front of children at all Girl Scout meetings/activities.
- The caregivers of all girls attending the meeting/event have filled out and returned the [Caregiver Permission Form](#). These forms must be kept by a troop leader.
- The troop leader must also have up-to-date [Girl Health History Forms](#) and [Adult Health History Forms](#) for all girls/volunteers who are attending.
- If there are planned high adventure activities (i.e., swimming, pond ice skating, hayrides, horseback riding, etc.), a [Trip and High Adventure Application](#) must also be submitted. See the [Trip and High Adventure Procedure](#) for more.

In addition, it is recommended that an emergency evacuation plan be created, with all exit routes listed, and practiced by all girls and volunteers who attend the meeting/event.

In an emergency, please call 911 and ensure the situation is under control before informing the council.

If an accident or an incident occurs, please submit an [Accident/Incident Report](#).

If you have questions or concerns regarding any of the above, please contact customer care at 800-248-3355 or customercare@gswpa.org.