



## Program Center Interim COVID-19 Guidelines for Volunteers

*Edition Date: 04/01/2021*

This guidance is being provided as of the Edition Date above. Girl Scouts of the Missouri Heartland (GSMH) can modify these guidelines, from time to time as circumstances change.

The COVID-19 pandemic continues to change as infection rates rise and fall in different areas. There may be regional differences or developments since this guidance was published. Continue to follow local, state, and [national](#) directives. Discuss plans with families.

**GSMH Program Center Use.** GSMH Program Centers will be open for day and overnight use by GSMH troops and service units. Rangers will disinfect the facilities between scheduled reservations.

Program Center use is limited to troops/service units registered with Girl Scouts of the Missouri Heartland. No out of council member use will be allowed at this time. Family members not currently registered or tag-a-longs are only appropriate for family camping events.

**Program Center Use Dates and Reservations.** To check the availability of a site or to begin the reservation process, contact us via [info@girlscoutsmoheartland.org](mailto:info@girlscoutsmoheartland.org). Confirmations will be sent to the troop after a reservation is complete.

**Cleaning and Safety Protocols.** Rangers will clean before and after each troop visit. Sanitation stations will be provided at the unit for troop use, including cleaning supplies. Troops will need to clean during their visit and are responsible for cleaning and wiping down bathrooms and pavilion areas used. Cleaning logs will be provided to the troop leader in their confirmation packet and at each unit. These logs must be filled out and left at the unit upon departure.

**Availability.** Reservations are currently being accepted. Program Centers will not be available for troop or service unit use during these below dates due to GSMH summer camping program.

- Finbrooke Program Center: May 16 – June 19 and July 2 – August 12
- Latonka Program Center: June 11 – July 8
- Silver Meadows Program Center: July 23-25, July 30 – August 2, August 6-8, August 13-15

Sleeping areas have been marked to allow for physical distancing in all buildings/units. This will alter the capacity of every unit/building. See below for details. Only one troop reservation will be accepted per unit per weekend. Multi-troop events are allowed as of this edition date but must reserve a separate unit for each troop. Capacity limits in each facility must be followed. This also may result in the need for reserving more than 1 unit to accommodate your group/troop. Trails are open for hiking. Program facilitated activities will not be available.

Facilities available for day or overnight use April 1 – November 7, 2021.				
Program Center	Facility	Day Use	Overnight Use	Sleeps
Finbrooke	Lodge	X	X	18 Total
Finbrooke	Troop House	X	X	2 Adults
Finbrooke	Gloria's Pavilion	X	-	-
Finbrooke	Cedar Crest	X	X	18 Total

Finbrooke	Hickory Knoll	X	X	2 per Cabin, 20 Total
Finbrooke	Oak Ridge	X	X	2 per Cabin, 18 Total
Friendship Fields	Red Bud Lodge	X	X	14 Total
Friendship Fields	Log Cabin	X	X	7 Total
Latonka	Troop House	X	X	10 Total
Latonka	Tree House	X	X	6 Total
Latonka	Infirmary	X	X	5 Total
Latonka	Gypsy Dell	X	X	15 Total
Latonka	Shady Oak	X	X	15 Total
Latonka	Old House	X	X	6 Total
Latonka	Dining Hall	X	-	-
Latonka	Recreation Hall	X	-	-
Silver Meadows	Lodge	X	X	14 Total
Silver Meadows	South Shelter	X	-	-

**Capacity.** Prior to requesting a reservation, please check with the county guidelines for the program center you will be visiting for the maximum number of attendees. If the county doesn't have posted COVID-19 guidelines, please defer to the state guidelines.

- Finbrooke Program Center in [Christian County, Missouri](#)
- Friendship Fields Program Center in [Crawford County, Kansas](#)
- Latonka Program Center in [Wayne County, Missouri](#)
- Silver Meadows Program Center in [Boone County, Missouri](#)

**Arrive at the Program Center.** Each troop/service unit with a property reservation will be contacted by the camp ranger prior to the arrival date to go over check-in procedures and answers any questions the troop/service unit may have about using camp. Troops/service units must check-in with the camp ranger upon arrival at camp. Rangers will not transport campers or adults to units. One vehicle may be kept in each unit for safety reasons.

In order to maintain physical distancing, we recommend parents/caregivers provide transportation to and from properties for members of their household registered to attend the day-use or overnight event. Carpooling should be avoided if possible, but is allowed by following these guidelines:

- Girls and adults must wear masks when inside a motor vehicle.
- Windows should be kept open, at least partially, to promote proper ventilation of air inside the vehicle.
- Girls who would normally be participating in smaller groups during troop activities should ride together in the same vehicle to limit exposure to other girls in the troop. So, if girls of the same program level are going to break out into small groups during activities, those same girls should ride together there and back if carpooling.
- Keep in mind that someone who was within 6 feet of an infected person for a total of 15 minutes or more over a 24-hour period creates a higher risk for virus transmission.
- Adults and girls who are sick should not travel to program properties. No one should travel with anyone who is sick.

- When using rental vehicles or shared vehicles, make sure to sanitize the car interior and high-touch surfaces including but not limited to keys, steering wheel, gear shifts, seat belts, etc.

If carpooling is not a viable option for girls in a troop, please defer to parent/guardian transportation to and from program properties.

**Face Coverings.** Face coverings—such as a face mask or shield—must be worn during all in-person meetings and activities. Girls and adults can be encouraged to bring their own face coverings. Troops should have disposable masks on hand for those who need them.

Volunteers should remind girls that Girl Scouts wearing face coverings not only protects themselves but protects others. Face coverings are a civic responsibility and a sign of caring for the community. Volunteers can teach girls [how to handle their face coverings](#) so that the coverings are effective.

**Physical Distancing.** Physical distancing must be observed throughout the program center. Troops should stay at their units, on hiking trails, or at their own respective campfires. Service unit events that involve multiple troops must follow physical distancing guidelines keep girls from the same troop grouped together. Every effort must be made by troop members while hiking and travelling the grounds to stay in your troop group.

**Food and Food Preparation.** Kitchens will be partially available for use. The use of refrigerators and stoves will be available for troop use as needed. Use and occupancy of kitchen areas is limited to 2 adult volunteers only. Volunteers will need to clean this area after each use, making sure to clean all high-touch surface areas such as handles and doors.

Troops will need to provide a table covering for their unit picnic tables that can be disposed of at the end of their visit. Troops will need to bring disposable dishes to use. Dishes and coolers in the lodges will not be available for troop use. Troops planning to do campfire cooking need to bring their own cooking equipment. Ice machines will not be available for use.

**Leaving the Program Center.** Troops will need to collect and dispose of all trash from their visit into the dumpsters on property. Rangers will disinfect the facilities before the next troop arrival.

*These guidelines are subject to change when/if there are new announcements from the state or local governments or health departments in our jurisdiction, or the CDC.*