Booth Safety COVID-19 Guidance

In addition to the standard safety guidelines listed in the Troop and Family Cookie Guides, we are implementing additional COVID-19 guidance for the 2021 Girl Scout Cookie Program.
Booth Participation

Participation in any aspect of the Girl Scout Cookie Program is at the discretion of each family. Families with the support of their troops should make the best decision for their household.

Girl Scouts of the Colonial Coast is closely monitoring the COVID-19 updates from the Centers for Disease Control, the Virginia Health Department, North Carolina Health Department, and the local public health departments.

Click the link or scan the QR code to access the GSCCC COVID-19 information page.

Location & Ratios

- All booths should be setup outdoors regardless of the weather.

- In inclement weather troops may setup a pop-up tent, without side flaps.

- Booths should have a maximum of 2 girls and 2 adults. Special accommodations will be made for families with 3 or more girls in one troop.
Sanitation & Cleanliness

• Girls and adults should not participate if they are not feeling well or have been in contact with anyone who has tested positive or who is awaiting test results.
• Each participant will wear a mask at all times. Masks must cover the nose and mouth.
• Sanitize hands after each customer.
• Sanitize the booth table after each customer.
• Place devices in a plastic bag to protect them from sanitizing spray. Sanitize the device after each use.
• Sanitize pens used to record sales after each use.
• Always keep all girls behind the table – maintain social distancing between girls and between girls and customers.
• Eating is not allowed. Girls may bring a water bottle and step away from the table to remove their masks and drink.
• Record booth participants – girls and adults on your booth sale worksheet. This document should be retained until April 30, 2021.
Set Up & Sales

• Consider using the following setup to encourage social distancing.

  ![Diagram of Troop, Table, and Customer]

• Display only 1 box of each variety on the table.
• Laminate an allergen card or place it in a large Ziploc bag that can be sanitized after each use.
• Create handouts of the QR code for your virtual troop girl. Make it easy for customers to buy again online via Digital Cookie for contactless selling.
• Post booth signs that remind customers to wear a mask and practice social distancing.
• Fill orders from cases under your table.
• Place cookies in a plastic bin – ask the customer to retrieve cookies from the bin. Sanitize the bin after each use.
Drive Thru & Curbside

Drive thru or curbside booths may be set up, provided:
• A table can be set up outside of the traffic flow to keep girls safe.
• The site has adequate space for table setup and traffic flow.
• The site does not interfere with public traffic flow.
• The site does not interfere with neighboring business parking.

Example 1
**Drive-Thru & Curbside**

Setup Tips:
- Have clear signage for customers to follow.
- Adults only approach the vehicles.
- Girls stay at the table and fulfill orders by placing cookies in a bag or bin for the adults to deliver vehicles.

**Example 2**
DIY Protective Barriers

These are not required but may add a layer of comfort and safety for girls and customers – and they look fun to build!

Easy DIY Sneeze Guard

Supplies:
• Tri-fold presentation board
• Clear plastic sheeting (tablecloth or shower liner)
• Duct tape
• Box cutter
• Pencil
• Ruler
• Scissors
• Brick or any type of object to weight down

Instructions:
• Measure out your window.
• Create a box leaving at least 4 inches around the border on the front and each side of the board.
• Have an adult cut the window out of each panel of the tri-fold board.
• Measure your plastic film. Make sure the film is larger than the opening. Cut out the film and tape to the inside of the board. Make sure to seal all edges.
• Tape a weight to the bottom portion of the board to keep it from blowing over.
DIY Protective Barriers

These are not required but may add a layer of comfort and safety for girls and customers – and they look fun to build!

Intermediate Sneeze Guard

This one is a bit more complicated. Click the link or scan the QR code to get started https://qrgo.page.link/XvEiC.
DIY Protective Barriers

These are not required but may add a layer of comfort and safety for girls and customers – and they look fun to build!

Easy DIY Face Shield

Supplies:
• Rubber Foam – Weatherseal (1 1/4" wide x 7/16" thick x 10ft long)
• Clear Binding Cover (8-½ x 11 )
• Elastic Band (1" wide)

Instructions:
• Click the link or scan the QR code to watch the YouTube video – 5 easy steps!
• https://youtu.be/HHUrSX2cJyA
Sensitive Issues

Public Inquiries or Concerns
From time to time you may have customers ask your stance on a sensitive issue and Girl Scouts. Politely inform the customer that your focus and concern at this time is on the girls and the current activity you are supervising. Encourage the customer to contact council by emailing customercare@gsccc.org to be connected with our Director of Communications and Marketing Marcy Germanotta.

Council Emergency Procedures
1. Contact 911 for emergency assistance if needed.
2. Call the emergency line 757-560-4110 immediately for additional instructions.

COVID-19 Positive Tests
Promptly call the Council emergency line at 757-560-4110. Council staff, NOT volunteers, will notify parents and others about a positive test result. Remember that 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.
Virtual Booths

Not ready for face-to-face booths? That's alright! The girls can still participate in booth sales by having virtual booths.

During this pandemic, many girls and their families have become very familiar with Zoom, Skype and other video conferencing apps. Why not put that new knowledge to work in the cookie program?

Girls can set up a call and invite potential customers. When the virtual meeting starts she can make her sales pitch and ask for everyone’s support. This is a great way for a girl to share her and her troop’s goals, talk about what she has done in Girl Scouts, and what she is learning through the Cookie Program. Customers love hearing these details from girls, and the virtual platform gives girls a great opportunity to speak to many people at once. A girl may decide to do a short play or sing a song about cookies during her presentation. Orders can be placed by customers using chat, emailed to the girl’s caregiver or told directly to the girl.

Online Virtual Booth Resources:

- https://www.littlebrowniebakers.com/social-resources/virtual-cookie-booth/