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 www.gswrc.org



## Guidelines for Picking up Girls from Meetings/Events

### Policy

1. Leaders and girls are responsible for informing parents or guardians of the date, time and place of troop meetings or special program events. Parents are responsible for picking up their daughters promptly from meetings and program events. Girl Scouts follow the "15 minute rule" which states that failing to pick up your daughter within 15 minutes after the troop or program event ends will result in the Girl Scouts beginning the recommended steps for assuring that the girl is properly turned over to her parent/guardian.
2. Leaders do not have legal permission to care for or transport girls after a meeting/event unless they have been provided with additional written consent. (*Safety-Wise* p. 36)
3. Steps to be taken in the event that girls are not picked up promptly from meetings/events:

- First Incident: A verbal and written reminder of the Council's "15 minute rule" policy will be issued.
- Second Incident: A stronger written reminder of the Council's policy will be issued, and the Council will be notified of the problem.
- Third Incident: A certified letter from the Council stating its "15 minute rule" policy and a statement of the legal responsibility of the parents/guardians will be sent including a warning that if the problem happens again, the police will be notified.
- Fourth Incident: The appropriate legal authority, police and the council will be notified.

Troop # \_\_\_\_\_ will meet at \_\_\_\_\_ on \_\_\_\_\_  
Location Day of week

from \_\_\_\_\_ to \_\_\_\_\_.  
Beginning time Ending time

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Signature of parent/guardian indicating they have read this form and understand the guidelines.

If I am more than 15 minutes late picking up my daughter, please call the following

person, \_\_\_\_\_ to pick her up.  
Name Phone

\_\_\_\_\_  
Signature of Parent/guardian Date