

Trips & Travel Procedures

Definition: a trip is defined as any time a group has an activity at a location other than the regularly scheduled meeting place. If the group will start and end at the regular meeting location, but will walk to a local part or other destination, this activity is not defined as a trip.

Consult the Council Resource Guide (CRG) - pages 59 – 67

- Annual Permission Form use
- Regular Permission Form use
- Who can be a driver
- What is a high risk activity?
 1. Page 65 lists what is categorized as a high risk activity
 2. Page 62 list when the Trip or High Risk form is used and where it is submitted - ***some trips / activities require form be submitted 4 weeks prior to event***

Consult the GSNorCal website

- Use Trip Checklist to plan any outing / trip; which forms to use are explained; located on the GSNorCal website in the forms section listed alphabetically; go to “Trip”
http://www.girlscoutsnorcal.org/pages/for_volunteers/forms_alpha.html
- Trip or High Risk Form is to be used for any outings, trips OR high risk activities; it's located on the GSNorCal website in the forms section listed alphabetically (see above); go to “Trip & High Risk”