

Policies

Girl Scouts of Eastern South Carolina

COUNCIL POLICIES

The policies, standards and procedures adopted by the Board of Directors of the Girl Scouts of Eastern South Carolina supplement and, in some cases, further define information found in publications of the Girl Scouts of the U.S.A., such as the *Blue Book of Basic Documents*, *Safety-Wise* and *Leader's Digest*. The following policies are also established to meet the particular needs of administering Girl Scouting within the council's jurisdiction.

EQUAL OPPORTUNITY: Principles of equal opportunity, which GSESC endorses, include non-discrimination based on race, color, religion, sex, gender, age, national origin, disability, protected activity (opposition to prohibited discrimination or participation in a statutory complaint process) or the relationship with another in any of the above protected categories.

BOARD ATTENDANCE: Each member must attend at least three [3] meetings each year, starting with his or her installation date, unless special permission is given by the Board Chair. If a board member misses more than three [3] meetings per year, he/she will be asked to resign.

CAMP REFUND: There is a non-refundable \$25 [twenty-five dollar] deposit for resident camp. There is a non-refundable \$35 [thirty-five dollar] deposit for resident camp for non-Girl Scouts. For a refund to be considered, a written request must be received at the North Charleston Girl Scout Service Center at least 30 [thirty] days prior to the beginning of the camp session for which registered.

REPORTING CHILD ABUSE AND NEGLECT: Abusive treatment of a child, including, but not limited to sexual abuse occurring within any scouting environment cannot be tolerated and should be reported immediately and directly to your immediate supervisor, or, in his/her absence or conflict, to the Chief Executive Officer, or the county Department of Social Services.

South Carolina law also dictates requirements for reporting child neglect or abuse (including, but not limited to sexual abuse) even when it occurs outside the scouting environment. Any volunteer or staff person of the Council having reason to believe that a child's physical or mental health or welfare has been or may be adversely affected by abuse or neglect may be required to report or cause for a report to be made in accordance with §20-7-510 of the South Carolina Children's Code. The state law definition of child abuse and neglect, those having a duty to report and the reporting requirements under the Children's Code are specific and detailed.

For more detail, see also the Child Abuse and Neglect Policy in volunteer handbook and S.C. Code §20-7-500, et. seq.

CONTROLLED SUBSTANCES: Alcoholic beverages may be served at luncheons, dinners, or receptions which honor individuals, and which occur in connection with an official Girl Scout event and/or fund-raising activity. If persons under 21 years of age will be present at the event, alcohol will be served in a designated area where access and consumption can be restricted to persons of legal drinking age. Consumption will be restricted to persons of legal drinking age no matter where consumption occurs during the event.

Excessive use or intoxication will not be allowed and anyone exhibiting such behavior as determined by the Chief Executive Officer, Board Chair, or their designee, will be expelled from the event. The possession or use of alcoholic beverages in all other Girl Scout sponsored events is strictly prohibited. The possession or use of all other controlled substances in Girl Scout activities is strictly prohibited.

FINANCIAL RESPONSIBILITY: Any adult volunteer accepting responsibility for handling any council related funds will be held accountable for the proper use and safekeeping of these funds.

HEALTH: All individuals will be allowed to participate in activities consistent with their health and safety and the health and safety of others.

HOLD BLAMELESS CLAUSE: Non-Girl Scout organizations, their members and guests, must agree to hold blameless Girl Scouts of Eastern South Carolina, its officers, directors and employees, from any and all liability, claim, damages and expenses arising out of the use of council premises.

MEMBERSHIP NUMERAL GUARD: Numeral guards, in increments of five [5] years, will be presented by the council at no cost to eligible adults.

PARENTAL PERMISSION: Each girl must have written permission from her parents or legal guardians for activities that are held at different places or times from the regular troop meetings.

PROPERTY DAMAGE: Anyone damaging council property is responsible for the damage and will not be allowed to use council property again until restitution is made.

PROPERTY USAGE: Out-of-council Girl Scout troops or non-Girl Scout organizations may apply to use council properties if Girl Scout Health and Safety Standards are followed and the group is compatible with Girl Scout ideals.

PROPERTY USAGE INSURANCE: Non-Girl Scout organizations applying for usage of council properties must have liability and property damage insurance for the protection of their own members and guests. A certificate of insurance, which includes the interest of Girl Scouts of Eastern South Carolina as an additional insured, must be provided prior to usage.

RETURNED CHECK CHARGE: A bank charge for an uncollected check may be billed to the troop or individual who issued the check. The amount of such charge will be specified by the Finance Committee to cover bank charges and any additional expenses of collection.

RIDING ATTIRE: Boots or shoes with heels sufficiently high shall be worn to keep feet from slipping through stirrups. Long pants are a requirement. Hard hats with chinstraps will be worn at all times.

APPROPRIATE FOOTWEAR: Girls and adults participating in activities or trainings at Camp Low Country or Sandy Ridge Program and Training Center must wear socks and closed shoes.

STANDARDS AND POLICIES: The council shall adhere to the standards set forth in *Safety-Wise* and to Girl Scouts of the U.S.A.'s policies stated in the *Blue Book*.

TRANSPORTATION: Council approval is required for the use of borrowed, chartered or leased transportation. A condition of approval will be presentation of a certificate of insurance.

DESTINATIONS ENDOWMENT INTEREST: Each council selectee for a national destination event may be awarded up to \$500. Girls applying for a national destination who were not selected to receive an award will be ranked in numerical order as alternates. If a council selectee is not chosen for a national event, or does not or cannot accept, the next ranked alternative chosen for a national event may receive the award. Any selectee who does not attend an event for which money was awarded will return the award.

TROOP/GROUP FUNDS

- No troop/group funds may be kept in any individual's personal checking account. Troops/groups
 must have their own account with at least four signatures with any two required on each check
 (any related parties, i.e., directly related adults such as mother and daughter, wife and husband or
 sisters count as one adult). Bank account should be set up in the name Girl Scouts of Eastern South
 Carolina, Troop #_____.
- Troops are not permitted to have debit or credit cards associated with their accounts.
- When a troop/group disbands and the girls are not placed in another troop/group, any money in the troop/group treasury must be turned over to the council for disposition by the board of directors.

All troops/groups shall be required to submit annual financial reports

- At the beginning of each troop year, the location of troop/group funds must be on file with the council using the proper form.
- By June 15 of each year, a report of all financial activities during the year must be made to the council using the proper form.

Information regarding troop fundraising is located in the Fund Development Policies.