girl scouts of northern illinois

Attendance and Prescreening Log

Event: _____ **Date:** _____

Location: _____

Troop Leader/Event Coordinator: _____

Due to COVID-19 this Log must be completed at every Girl Scout event/activity. Troop Leaders/Event Coordinators must keep a copy of the Log for a minimum of one year after the event.

Note: Troop Leaders/Event Coordinators may use a similar format for tracking participants and spectators, such as an Excel Spreadsheet. The intent is to track anyone who may have been exposed should a participant/spectator come down with COVID.

To maintain social distancing and not share equipment, the Troop Leader/Event Coordinator should designate one adult to record the names of all participants and spectators at the event/activity and to verify prescreening. If based on prescreening, girl does not participate, please indicate.

First and Last Name	Phone #	Registered Girl Participant	Registered Adult Participant	Spectator/Non-Registered Participants	Prescreening Verified
Example: Juliette Lowe			x		y
Example: Susie Scout		x			y
Example: Patty Scout				x	y
Example: Debbie Scout		x	Based on prescreening, did not stay at event.		