

# TIPS

## for getting started with



#### **Purpose**

The purpose of this guide is to help leaders get through the first 2-3 meetings with their Girl Scout Daisy troop. For more complete information, look for the Girl Scout Daisy Grade Level training on the Activities Calendar.

#### **We Are Girl Scouts**

Girl Scouts was founded in 1912 by Juliette Gordon Low. We are the largest girl-serving organization in the United States and the largest member of the World Association of Girl Guides and Girl Scouts, a sisterhood of close to 10 million girls and adults in 145 countries.

Girl Scout Promise	La Promesa de las Niñas Guías
On my honor, I will try: To serve God and my country, To help people at all times, And to live by the Girl Scout Law.	Por mi honor, yo trataré: De servir a Dios, a mi patria, Ayudar a las personas en todo momento, Y de vivir conforme a la Ley de las Girl Scouts.
Girl Scout Law	La Ley de las Niñas Guías
I will do my best to be honest and fair, friendly and helpful, considerate and caring, courageous and strong, and responsible for what I say and do, and to respect myself and others, respect authority, use resources wisely, make the world a better place, and be a sister to every Girl Scout.	Yo me esforzaré a: ser honrada y justa, cordial y servicial considerada y compasiva valiente y fuerte, y responsable de lo que digo y hago, y a respetarme a mi misma y a los demás respetar la autoridad, usar los recursos de manera prudente, hacer del mundo un lugar mejor, y ser hermana a cada una de las Girl Scouts.

#### **Mission**

Girl Scouts builds girls of courage, confidence, and character, who make the world a better place.



# When girls participate in Girl Scouts, they benefit in 5 important ways:



#### **STRONG SENSE OF SELF**

Girls have confidence in themselves and their abilities, and form positive identities.



#### **POSITIVE VALUES**

Girls act ethically, honestly, and responsibly, and show concern for others.



#### **CHALLENGE SEEKING**

Girls take appropriate risks, try things even if they might fail, and learn from mistakes.



#### **HEALTHY RELATIONSHIPS**

Girls develop and maintain healthy relationships by communicating their feelings directly and resolving conflicts constructively.



#### **COMMUNITY PROBLEM SOLVING**

Girls desire to contribute to the world in purposeful and meaningful ways, learn how to identify problems in the community, and create "action plans" to solve them.

#### **Girl Development**

Being attentive to what girls are experiencing is a big help to providing programs and activities that they will enjoy. Here are the likes, needs, and abilities of girls at the Daisy level.

Girl Scout Daisies (Kindergarten & 1st Grade)		
At the Girl Scout Daisy level, girls	This means	
Need to run, walk, and play outside.	They'll enjoy going on nature walks and outdoor scavenger hunts.	
Are great builders and budding artists.	Encouraging them to express themselves and their creativity by making things with their hands.	
Love to move and dance.	They might especially enjoy marching like a penguin, dancing like a dolphin, or acting out how they might care for animals in the jungle.	
Are concrete thinkers and focused on the here and now.	Showing instead of telling, for example, about how animals are cared for. Plan visits to animal shelters, farms, or zoos; meet care providers; or make a creative bird feeder.	
Are only beginning to learn about basic number concepts, time, and money.	You'll want to take opportunities to count out supplies together—and, perhaps, the legs on a caterpillar!	
Are just beginning to write and spell.	That having girls draw a picture of something they are trying to communicate is easier and more meaningful for them.	
Know how to follow simple directions and respond well to recognition for doing so.	Being specific and offering only one direction at a time. Give praise to those that followed them.	

You are not alone! If you haven't worked with girls at this grade level, talk to your Service Unit Manager. Your SUM can connect you to another leader that may have just bridged to Brownies or to a Teen Mentor that really likes working with Daisies.



#### **Tips for Working with Young Girls**

- Talk to the girls at eye level.
- Speak softly and calmly.
- Offer clear choices. "Would you like to sing or play a game?"
- Build on the girl's strengths and skills.
- Enforce rules fairly. Girls need and want clear and fair limits.
- Let girls find out things for themselves. Offer help in small doses, asking girls the best way to do something.
- Encourage girls to solve their own problems. Intervene only if you are needed or if a girl's safety is at risk.
- Show you are interested in the girl's ideas.
- Divide your time equally among girls.
- Encourage respect for differing religious, racial, ethnic, and cultural backgrounds.
- Use girl's first name when addressing her.
- Praise often. Use positive comments instead of criticizing.
- Keep directions clear and simple.
- Keep activities short and vary the pace. A sitting activity followed by an active one
- Give girls time to adjust from one activity to the next, by giving advanced warning.
- Allow a girl to sit out of an activity.
- Rejoice with a girl when she achieves something, no matter how small.
- Don't compare girls. Remember differences and abilities.



Think about what the girls have been doing leading up to your meeting. If you meet right after school, an activity that gets them up and moving, instead of sitting, will help to control their jitters when you need them to focus. They may also need a snack to get them through the meeting.

#### **Teaching Something You Know to People Who Don't**

#### Preparing to do it ...

- Practice it yourself to refresh your memory consider the age group you're teaching
   is it too hard? Too easy? How about the size of the group will you need to ask a
  friend to help?
- 2. Gather all the equipment you'll need make a list. Don't forget to think about any special safety precautions First Aid Kit? Rubber bands to keep hair out of the fire?

#### Actually doing it ...

- 3. Get the attention of the group. Smile and act like you're excited about what you will teach!
- 4. Explain what it is you are going to do the name, history, why they're learning it.
- 5. Ask how many people already know how to do it it makes people feel important to raise their hands and say yes!
- 6. Demonstrate go all the way through it while others watch and listen.
- 7. Step by step, take the whole group through it a song, line by line, a craft, a game, a skill, step by step.
- 8. Let the group practice the whole thing.
- 9. Watch the interest of the group. If they're tired or have taken longer than you thought to learn it, maybe you should stop and finish learning it later.

#### It's best to stop while people are still having fun!

10. Let the group review and practice what they've learned later.



Do not practice the activity with your Girl Scout. If she already knows what is going to happen at the meeting, she may not participate when you get there. She needs the same Girl Scout Leadership Experience as the other girls in the troop. In Girl Scouts, it's not just about the activity, but the process of completing the activity together.

#### **Communicating Effectively with Girls of Any Age**

When communicating with girls, consider the following tips:

- **Listen:** Listening to girls, as opposed to telling them what to think, feel, or do (no "you should") is the first step in helping them take ownership of their program.
- **Be honest:** If you're not comfortable with a topic or activity, say so. No one expects you to be an expert on every topic. Ask for alternatives or seek out volunteers with the required expertise. (Owning up to mistakes—and apologizing for them—goes a long way with girls.
- **Be open to real issues:** For girls, important topics are things like relationships, peer pressure, school, money, drugs, and other serious issues. (You'll also have plenty of time to discuss less weighty subjects.) When you don't know, listen.
- **Show respect:** Girls often say that their best experiences were the ones where adults treated them as equal partners. Being spoken to as a young adult helps them grow.
- Offer options: Providing flexibility in changing needs and interests shows that you
  respect the girls and their busy lives. But whatever option is chosen, girls at every
  grade level also want guidance and parameters.
- Stay current: Be aware of the TV shows girls watch, movies they like, books and magazines they read, and music they listen to—not to pretend you have the same interests, but to show you're interested in their world.

One way to communicate with girls is through the **LUTE** method—listen, understand, tolerate, and empathize. Use the acronym **LUTE** to remind you of how to respond when a girl is upset, angry, or confused.

- L = Listen: Hear her out, ask for details, and reflect back what you hear, such as, "What happened next?" or "What did she say?"
- **U = Understand:** Try to be understanding of her feelings, with comments such as, "So what I hear you saying is . . ." "I'm sure that upset you," "I understand why you're unhappy," and "Your feelings are hurt; mine would be, too."
- **T = Tolerate:** You can tolerate the feelings that she just can't handle right now on her own. It just signifies that you can listen and accept how she is feeling about the situation. Suggestions: "Try talking to me about it. I'll listen," "I know you're mad—talking it out helps," and "I can handle it—say whatever you want to."
- **E = Empathize:** Let her know you can imagine feeling what she's feeling, with comments such as, "I'm sure that really hurts" or "I can imagine how painful this is for you."

#### **Creating an Atmosphere of Acceptance and Inclusion**

Girl Scouts embraces girls of all abilities, backgrounds, and heritage, with a specific and positive philosophy of inclusion that benefits everyone. Each girl is an equal and valued member of the group, and groups reflect the diversity of the community.

Inclusion is an approach and an attitude. It is about belonging, about all girls being offered the same opportunities, about respect and dignity, and about honoring the uniqueness of and differences among us all. You're being accepting and inclusive when you:

- Welcome every girl and focus on building community.
- Emphasize cooperation instead of competition.
- Provide a safe and socially comfortable environment for girls.
- Teach respect for, understanding of, and dignity toward all girls and their families.
- Actively reach out to girls and families who are traditionally excluded or marginalized.
- Foster a sense of belonging to community as a respected and valued peer.
- Honor the intrinsic value of each person's life.

If you want to find out what a girl with a disability needs to make her Girl Scout experience successful, simply ask her or her parent/guardian. If you are frank and accessible, it's likely they will respond in kind, creating an atmosphere that enriches everyone.

It's important for all girls to be rewarded based on their best efforts—not on the completion of a task. Give any girl the opportunity to do her best and she will. Sometimes that means changing a few rules or approaching an activity in a more creative way. Here are some examples of ways to modify activities:

- Invite a girl to complete an activity after she has observed others doing it.
- If you are visiting a museum to view sculpture, find out if a girl who is blind might be given permission to touch the pieces.
- If an activity requires running, a girl who is unable to run could be asked to walk or do another physical movement.
- In addition, note that people-first language puts the person before the disability.

Say	Instead of
She has a learning disability.	She is learning disabled.
She has a developmental delay.	She is mentally retarded; she is slow.
She uses a wheelchair.	She is wheelchair-bound.

When interacting with a girl (or parent/guardian) with a disability, consider these final tips:

- When talking to a girl with a disability, speak directly to her, not through a parent/guardian or friend.
- It's okay to offer assistance to a girl with a disability, but wait until your offer is accepted before you help. Listen closely to any instructions the person may have.
- Leaning on a wheelchair is invading her space and is considered annoying and rude.
- When speaking to a girl who is deaf and using an interpreter, speak to the girl, not to her interpreter.
- When speaking for more than a few minutes to a girl who uses a wheelchair, place yourself at eye level.
- When greeting a girl with a visual disability, always identify yourself and others. You
  might say, "Hi, it's Sheryl. Tara is on my right, and Chris is on my left."

#### **Getting Families Involved**

Families want to be involved . . . so encourage them! Being a troop leader is a big commitment and can be overwhelming if you don't reach out for help. You don't have to do this alone and are encouraged to pull in as many volunteers as you can. Adults that participate in on-going troop activities must register as adult Girl Scouts and have a cleared background check through Girl Scouts of Kentuckiana. In addition, all adults who are working directly with girls must be approved volunteers. To be an approved volunteer an adult must be registered, complete a background check, and complete GSK's child abuse awareness training titled Shield the Vulnerable.

The \* items below are activities that require a family member to become an approved volunteer:

- Teaches girls about a particular subject.
- Serves as the First Aider.\*
- Drives other girls on a field trip.\*
- Helps be an extra adult supervising adult on a field trip.\*
- Provides musical knowledge.
- Helps with portion of the girls Journey activity.
- Writes the troop's newsletter.
- Manages the troop's finances.\*
- Serves as the troop's MagNut or Cookie Chair.\*
- Participates in a troop overnight.\*

#### **Girl's Guide to Girl Scouting**

Everyone knows that Girl Scouts have badges. But The Girl's Guide to Girl Scouting has more than just exciting, new badges for every grade level. Each guide contains:

- A colorful, easy-to-use binder specially designed for girls at each level. The binder comes chock full of essential information and award activities.
- Legacy, Financial Literacy, and Cookie Business petal and leaf activities.
- A detailed diagram showing where girls place the badges, pins, or awards with pride on their tunics or vests.
- Ideas to help girls tie their badges into their journeys.
- Vintage illustrations and quotes from Girl Scout history to help girls feel connected to the proud traditions of the past.
- An awards log showing girls every award and badge available at their level, as well as the entire badge program at every level, so girls can see how their skills will grow in Girl Scouting.



Each girl in your troop may want her own Girl's Guide.

Uniforms: Troop volunteers, in consultation with girls and their parents, make decisions about uniform pieces. Usually the troop will agree to all wear sashes or to all wear vests, or perhaps to make troop t-shirts instead. You can add the components a little at a time as they can be afforded.

# Traditions - Friendship Circle & Squeeze

The friendship circle stands for an unbroken chain of friendship with Girl Scouts and Girl Guides around the world. Everyone stands in a circle, crosses their right arms over their left, and clasps hands with their friends on both sides. Everyone makes a silent wish as a friendship squeeze is passed from hand to hand. Some troops sing Make New Friends as the squeeze is passed around the circle.





**Volunteer Toolkit:** Log on to the GS Kentuckiana website and select MYGS. One of the choices on the dropdown menu is the Volunteer Toolkit. This is a terrific on-line resource that will enable you to access meeting plans and the resources that support each plan.

Within the Daisy meeting plans, you may select a yearly plan that includes earning the Petals and Leaves or a yearly plan that guides you through one of the Daisy journeys. Various resources are there to be read on line or to be downloaded as pdf's. Using drag-and-drop, you can customize meeting plans quite a bit.

Be sure to take a look at this user-friendly resource!

What does a Girl Scout meeting look like? Every troop is a little different, but there are some guiding principles for what meeting generally include. We call them the elements of a meeting. Here are some samples and model meeting plans that you may find of use.

#### **Six Elements of a Meeting**

#### Meetings usually include the six following components.

Start-up	Activities girls can do on their own or with non-leader supervision until the meeting starts:
Opening	The opening allows girls to start the meeting—most begin with the Girl Scout Promise and Law, and then add a simple flag ceremony, song, game, story, or ceremony.  Purpose: The opening activity is designed to let the girls know that the meeting is officially starting. It focuses their attention and brings the group together.  Tip: Girls can share the responsibilities of the opening – a kaper chart could be used to tell who will lead the Pledge of Allegiance, Girl Scout Promise, and Girl Scout Law.

Business	Business may include taking attendance, collecting dues, making announcements, and planning an upcoming event or trip.
	<b>Purpose:</b> The business portion of the meeting is the time to share in the troop's decision making. The girls can enter into discussions on what they would like to do and vote on those decisions.
	<b>Tip:</b> Attendance and dues collection are great support roles for older girls or adults that want to assist with the troop, but not be a leader. A simple chart can be made for attendance and the girls can do this on their own. A file box or folder system is also a great way to distribute materials to girls – newsletters, permission forms, etc. Establishing a routine with the girls for this type of information can save you a lot of time and headache!
Activities	Meeting activities should be the longest portion of the meeting. This could be Journey activities, leafs, and other program activities.
	<b>Purpose:</b> This is the time for the Girl Scout Leadership Experience to shine! Girls can do activities toward a Journey, badge, plan a trip or event, and other tasks that they need to accomplish.
	<b>Tip:</b> Remember that Girl Scouts should be girl-led as much as possible. The best way to do this with Girl Scout Daisies is to allow them to pick the item that they would like to do at the next meeting. Also, only allow them 2-3 choices or you may be there all day! They need a lot of guidance at this grade level, but are still very capable of having a girl-led environment.
	Girls should clean-up their meeting space back to the way it was when they arrived—maybe even cleaner!
Clean-up	<b>Purpose:</b> The purpose of clean-up is that it builds in responsibility and accountability. Girls are more than capable of leaving a place cleaner than when they found it.
	<b>Tip:</b> Do cleanup in small tasks – pick up the papers, put the crayons in the box, etc. instead of just announcing it is time to clean up. They need clear directions. Do not take on this responsibility alone – begin your year with the way you want it to end.
Closing	The closing lets the girls know that the meeting is ending. The friendship circle and squeeze is one way to end it. While the squeeze is making its way around the circle, it is fun to sing Make New Friends.
	<b>Purpose:</b> The closing, much like the opening, signals to girls that the meeting is over and it is time to go home.
	<b>Tip:</b> While girls are gathered in the friendship circle, remind them of upcoming activities, praise them on their accomplished tasks, and tell them how much fun the meeting was. You want to leave the girls on a positive note.

**Meeting Plan Worksheet - Sample Meeting** 

Date	October 1st
Start-up	Halloween coloring pages to be donated to nursing home.
Opening	Pledge – Susie Promise – Jane Law – Jenny
Business	Attendance – Patricia's mom  Dues – Kelly's grandma  Event – Founder's Day Celebration, October 26 <sup>th</sup> , 9:00-Noon, PLC, Permission Forms Due – Jane's mom  Reminder – Fall Product Orders Due October 22 <sup>nd</sup>
Activities	Three Cheers for Animals – Sample Session 3
Clean-up	Crayons in Box – Kelly Scissors in Box – Patricia Glue Sticks in Box – Tracy
Closing	Friendship Squeeze Starter - Amy  Reminder – Bring your donation for the Food Bank to the next meeting on October 15 <sup>th</sup> .

**Meeting Plan Worksheet - First Meeting with Daisy Troop** 

Date	1 <sup>st</sup> Meeting
Start-up	Have girls color the "I'm Daisy" page from the "Meet, Learn, & Color the Flower Friends" printable on the forgirls.girlscouts.org site. Attached.
Opening	Pledge – Have a girl lead the Pledge of Allegiance Promise – Have a girl lead the Girl Scout Promise Law – Read the law aloud to the group
Business	Introduce the Troop Leadership Team  Discuss how adults can be involved with the troop.  Discuss troop dues – amount and when it is due.  Discuss uniforms – show different types and costs.  Discuss snacks – whether you want to have them or not. If yes, identify food allergies. Assign a snack bringer for the next meeting.  Give out the General Permission and Health History Form and ask adults to fill it out and return it to you at the end of the meeting.
Activities	With the girls, discuss the rules that should be in place in the troop. Some examples are:  • No running, unless given permission.  • Only one girl may speak at a time.  • Girls will clean up after themselves.  Get to know your girls by doing the "My Favorite Things" worksheet together.
Clean-up	Assign tasks to the girls for cleanup.
Closing	The Friendship Circle and Squeeze is a traditional Girl Scout closing practiced by groups of all ages.  Homework: Work on the Girl Scout Promise at home with your family.

### Meeting Plan Worksheet – Second Meeting with Daisy Troop

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Date	2 <sup>nd</sup> Meeting
Start-up	Have girls color the "I'm Lupe the Lupine" page from the "Meet, Learn, & Color the Flower Friends" printable on the forgirls.girlscouts.org site. Attached.
Opening	Pledge – Have a girl lead the Pledge of Allegiance Promise – Have a girl lead the Girl Scout Promise Law – Read the law aloud to the group
Business	Introduce the Troop Leadership Team  Discuss supplies needed for the Girl Scout Troop. Pass around a sign-up sheet for adults to donate items. This is a good way to get start-up materials (crayons, scissors, construction paper, glue sticks) and first-aid kit supplies (band aids, tweezers, gauze pads, tape).  Collect troop dues.  Discuss uniforms with girls and decide whether to get the vest or tunic. Then determine the date you want the girls to have their uniforms. Troop leaders may have the girls purchase them on their own or collect funds and purchase them at one time through the GSK Shop.  Assign a snack bringer for the next meeting.
Activities	Cut Apart Promise Game:  Print the Girl Scout Promise on a large sheet of poster board. Cut the words apart so that each girl will get a word or phrase. Distribute the pieces and tell the girls to arrange themselves in the correct order. Then repeat the Girl Scout Promise.  Play Introduction Bingo STEP 1: Make the Bingo Card.  Each girl is given a sheet of paper and folds it four times so that there are 16 squares.  This is the bingo card. Girls walk around the room with the cards and collect signatures from the other troop/group members until all sixteen spaces are filled. If you have less than sixteen girls in the troop, include the leaders or allow the girls to fill in "free"

	STEP 2: Play the Bingo Game.  Each girl writes her name on a small slip of paper and drops it into a paper bag or container. Girls take turns pulling out names. When a name is called, the girl stands up, introduces herself and shares something about herself with the group (age, family, teacher, favorite color, book, Girl Scout activity). Then all the girls cross off her name on their bingo cards. The first person to get four squares crossed off in a row is the winner. Continue playing until all the girls have introduced themselves.
Clean-up	Assign tasks to the girls for cleanup.
Closing	The Friendship Circle and Squeeze is a traditional Girl Scout closing practiced by groups of all ages.

**Meeting Plan Worksheet - Third Meeting with Daisy Troop** 

Date	3 <sup>rd</sup> Meeting
Start-up	Have girls color the "I'm Sunny the Sunflower" page from the "Meet, Learn, & Color the Flower Friends" printable on the forgirls.girlscouts.org site. Attached.
Opening	Pledge – Have a girl lead the Pledge of Allegiance Promise – Have a girl lead the Girl Scout Promise Law – Read the Law aloud to the group
Business	<ul> <li>Introduce the Troop Leadership Team</li> <li>Collect supplies donated for the Girl Scout Troop. Compare to the list of needed supplies and ask for additional supplies, if needed.</li> <li>Collect troop dues.</li> <li>Assign a snack bringer for the next meeting.</li> </ul>
Activities	Girl Scout Promise and Sign Poster  1. Have girls select a piece of construction paper for the background.  2. Have girls select a piece of paper to trace their hand on.  3. Give each girl a printed copy of the Girl Scout Promise.  4. Have girls trace their hands. They need to have their three middle fingers close together and their pinky and thumb spread out. This will allow them to fold them properly to make the sign.  5. Cut out the traced hand and the Girl Scout Promise.  6. Fold in the thumb and pinky to make the sign and glue them in place.  7. Glue the hand and Girl Scout Promise onto the construction paper.
Clean-up	Assign tasks to the girls for cleanup.
Closing	The Friendship Circle and Squeeze is a traditional Girl Scout closing practiced by groups of all ages.

#### **Daisy Investiture Ceremonies**

The Investiture ceremony is the when a girl is welcomed to Girl Scouts for the first time. She is usually is pinned with the Daisy Girl Scout membership pin. Daisy Girl Scouts make the Girl Scout Promise for the first time and receives the Daisy Promise Circle. There are many different ceremonies that you can find online. Here is one that requires very limited supplies and preparation time.

#### Supplies:

- 1. Daisy Girl Scout pins for new members.
- 2. A cut-out of a daisy flower... yellow center, eight white petals. Back each piece with a roll of tape.
- 3. Poster paper.

#### **Ceremony:**

LEADER: You are about to become Daisy Girl Scouts. Together we will explore all the fun and adventure of Girl Scouting. Let's look at some of the things we might do.

#1 G.S.: (place daisy center on poster paper) The woman who started Girl Scouts was Juliette Gordon Low. Her nickname was "Daisy." We are named after her. Together we will learn more about Girl Scouting.

LEADER: In Girl Scouting, we have lots of fun things to learn.

- #2 G.S.: (place first petal) We will learn how to be safe and healthy.
- #3 G.S.: (place second petal) We will learn how and why things work.
- #4 G.S.: (place third petal) We will sing, dance, make things and put on plays.
- #5 G.S.: (place forth petal) We will have fun outside and learn how to care for our world.
- #6 G.S.: (place fifth petal) We will learn how to be helpful people on this earth.
- #7 G.S.: (place sixth petal) The Girl Scout Promise tells us to help others.
- #8 G.S.: (place seventh petal) The Girl Scout Law tells us how to be good to each other and our world.
- #9 G.S.: (place eighth petal) Most important we will have fun.

NOTE TO LEADERS: At this time, all girls make the Girl Scout sign and repeat the Promise. Call each girl forward and place her membership pin on her clothing. Girls may receive their Promise Circle after they have made their promise.

