



Indoor Flag Ceremony - Opening

Caller says:

Girls do the following:

“Color Guard attention”

Used to announce to the audience that the flag ceremony is to begin. This is the signal for the troop/girls to get ready. Girls should stand silent, proud, and tall with hands to their sides.

“Will the audience please rise”

Wait for the audience to rise.

“Color Guard advance”

This signals the flag bearer(s) and color guard to walk forward carrying the flags to flag stands. Carry the flags in the following order:

1st flag is United States flag

2nd flag is state flag(s)

3rd flag is organization flag(s) – GSUSA

Alternatively, the US flag can go in the front middle, followed by the state flag(s) and organization flag(s) two by two.

When they reach the front of the room, they walk behind the flag stands and turn to face the audience, always staying in formation.

Make sure flags do not touch the ground.

“Color Guard post the colors”

The flag bearers place the flags in their stands. The US flag is always placed last in stand, is higher than any other flag, and is on the right side of the speaker (see diagrams).

“Color Guard honor the colors”

The flag bearers and color guard honor the colors by tapping their right side three times, then stepping back with their right foot while placing their right hand over their heart.

“Will the audience please join me in the Pledge of Allegiance*:”

(Caller places hand over heart and joins the audience in the Pledge of Allegiance.)

The color guard DOES NOT salute the flag or join in the Pledge of Allegiance and Girl Scout Promise. They stand at attention (feet together, facing the flag, arms at their sides).

*You may also add the Girl Scout Promise.

“Color Guard dismissed”

Girls leave in formation – first the flag bearers, then the color guards.

Indoor Flag Ceremony - Closing

Caller says:

Girls do the following:

“Color Guard attention”

Used to announce to the audience that the flag ceremony is to begin. This is the signal for the troop/girls to get ready. Color guard should stand silent, proud, and tall with hands to their sides.

“Will the audience please rise”

Wait for the audience to rise.

“Color Guard advance”

This signals the flag bearer(s) and color guard to walk forward carrying the flags to flag stands. Make sure flags do not touch the ground.

When they reach the front of the room, they walk behind the flag stands and turn to face the audience, always staying in formation.

“Color Guard honor the colors”

Color Guard honor the colors by tapping their right side three times, then stepping back with their right foot while placing their right hand over their heart.

“Will the audience please join me in singing Taps*:”

The color guard DOES NOT salute the flag or join in Taps. They stand at attention.

*This may be omitted based on setting.

“Color Guard retire the colors”

The flag bearers remove the flags in their stands.

“Color Guard dismissed”

This signals the flag bearer(s) and color guard to leave the area in formation, carrying the flags back to where they started. Carry the flags in the following order:

1st flag is United States flag

2nd flag is state flag(s)

3rd flag is organization flag(s) – GSUSA

Alternatively, the US flag can go in the front middle, followed by the state flag(s) and organization flag(s) two by two.

Ideally, you should use the same formation for both opening and closing ceremonies.

Role of the Color Guard Members

Caller

The designated person who 'calls out' the parts of the ceremony. Stands in front and to one side of the audience. Needs to speak clearly and loudly for all members of the audience to hear.

Flag Bearer

The person who carries the flag – one flag per person. Hold the staff (pole) at a slight angle in front of the body, or hold the folded flag in front of the body at waist level. The Flag Bearer stands silent and at attention throughout the ceremony and does not repeat the Pledge of Allegiance nor sing the National Anthem.

American Flag Bearer (Person who carries the American flag)

First flag in the procession is always the United States flag. During the Pledge of Allegiance, the holder of the USA flag stands at attention holding the flag (not placed in holder). The flag is held straight up. The **American Flag is always higher than any other flag** – during a procession or when placed in stand. It is the **first to be removed** from a stand and the **last one to be placed** in a stand.

State Flag Bearer (Person who carries the state flag)

Second flag in the procession is the state flag. During the Pledge of Allegiance, the holder of the state flag stands at attention holding the flag (not placed in holder). The flag is held straight up. The **state flag is always lower than the American Flag** – during a procession or when placed in stand. It is the **second to be removed** from a stand and the **second to the last to be placed** in a stand.

Organization Flag Bearer (Person who carries the Girl Scout flag)

Third flag in the procession is an organization flag. During the Pledge of Allegiance, the holder of this flag stands at attention holding the flag (not placed in holder). The flag is held straight up. An organization **flag is always lower than the American Flag** – during a procession or when placed in stand. It is the **last to be removed** from a stand and the **first to be placed in a stand**.

Color Guard

They guard the honor of the flag and watch to see that the flag does not touch the ground. They stand behind the flag bearer, or to each side if in a line of more than one flag. Two per flag is traditional, but any number may be used. They stand silent and at attention throughout the ceremony and do not repeat the Pledge of Allegiance nor sing the National Anthem.

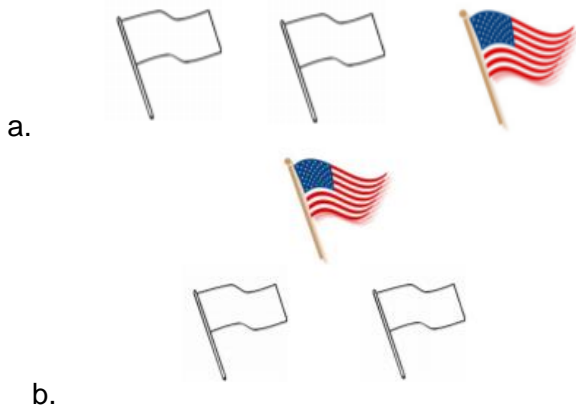
Note: Sometimes the entire group of flag bearers and color guard may be referred to as a color guard.

Carrying and Placing the Flags

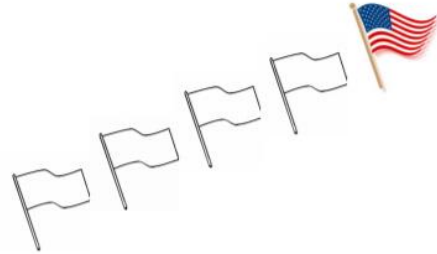
- The American flag should be on the flag's own right (audience's left). No other flag should be placed on the right of the American flag (the flag's own right).
- The American Flag is always placed on the right side of the podium / presiding officer (when facing the audience) or the left side of the audience.
- The American flag, when carried in a procession with another flag or flags, should be either on the marching right; the flag's own right or if there is a line of other flags, in front of the center of that line.

Carrying the flag:

When carrying three or more flags, the US flag goes on the right (a) OR in the center front (b)



When carrying multiple flags in a line, such as down a narrow row, the US flag goes first.



When carrying two flags side by side, the US flag goes on the right



Placing the flag:

When the flags are on a podium, the US flag is at the speaker's right



When flags are on display in a line, the US flag is on its own right



Things to keep in mind:

- All flags should be unfurled (not twisted around the pole). They should never touch the ground, floor, etc.
- Minimum of 5 girls are needed for a flag ceremony.
 - 1 caller – stands by the podium
 - 2 flag bearers – 1 for American flag, 1 for state flag
 - 2 guards (one for each flag) - stand side by side behind the flag
- Girls always walk with their arms at their sides, not in pockets. Walk slowly – no running. No talking or chewing gum/candy during a flag ceremony. Hats off during the ceremony.
- Girls should be in uniforms (white shirts and khaki pants) for official flag ceremonies. Have similarly clothed girls walk together. (Girls wearing sashes walk together, girls wearing vests walk together, etc.)
- Flag bearers and the color guard may wear red sashes and white gloves. Flag bearers should wear their sashes over their right shoulder and tied on their waist on the left side. The color guard should wear their sashes around their waist, tied at the left.
- Remember that there are many variations of flag ceremonies and that this may need to be modified for a different venue or activity.
- Girls will make mistakes and it is ok. Always encourage and praise them.



Other Information:

Badge/Patch Connections

Brownies – Celebrating Community

Legacy Badge - Citizen

All Ages – Color Guard Advocacy Patch

Girl Scouts of Utah Council Patch Program

Girl Scouts of Utah Contact

Program Department

programs@gsutah.org

801-265-8472