

## PROCEDURES DURING DAY AND OVERNIGHT CAMP PROGRAMS IN RESPONSE TO COVID-19

The following outlines the intended procedures to be followed by The Fowler Center for Outdoor Learning in order to operate residential camp programs starting September 2020 with intention of minimizing risk of exposure to and outbreak of COVID-19. It does not serve as a guarantee of the exact implication of the procedures outlined below and may be modified or suspended in part and in entirety in response to new information.

**Parent Communication:** Families will receive phone calls to ensure understanding of new COVID-19 procedures at camp, new required paperwork, and the confirmation of their camper's attendance at camp programs. A pre-camp email will be sent to all registered families as well. This email will include:

- a. Who to contact to discuss any questions/concerns related to attending camp.
- b. Explanation of our health screening process.
- c. Expectations of the family prior to attending camp.
- d. Our communication policy in case of a COVID-19 occurrence at camp.
- e. A reminder about contacting their doctor if they have immunocompromised camper.

**Camper Configuration:** program elements and operations will be modified to ensure small groupings of campers and social distancing protocols between camper groups. Program elements that cannot function for small groups or with social distancing protocols have been eliminated.

**Camper Lodging:** campers will occupy cabins at a capacity no greater than 10 campers and 4 counselors. Housing assignments for campers and staff will not change for the duration of each session.

**Program Activities:** campers will participate in programs in their cabin group. Activities will be led by the staff in that cabin group with support from on-site administrator of the program if necessary. The only exceptions will be a) waterfront, where a lifeguard is required and will be working with each group who comes down, and b) horseback riding, where the trained Equestrian Supervisor will be leading each group that comes down.

**Meals and Food Service:** meals will be prepared and distributed by trained food service staff to outdoor assigned eating areas, as much as possible, separate for each cabin group.

- Meals will be individually bagged or boxed for each camper and staff.
- Individual condiments, drinks, etc will be utilized as much as possible.
- Assigned areas will remain consistent for the duration of the session.
- In the case of inclement weather cabin groups will be reassigned to their cabin, dining hall, or equestrian center for meals.

**Large group program elements:** will only take place if appropriate social distance is possible with modifications. Any large group activities that cannot enable distancing between groups will be eliminated.

Examples include:

- Large group games that allow campers to participate at stations with their cabin group.

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- Large group performances that allow campers to observe while sitting with their cabin group.

**Emergency Procedures:** will be modified as much as possible to allow for social distancing of groups however the immediate health and safety of all campers and staff will be prioritized in situations of a missing camper, lost swimmer, facility fire, severe weather, intruder on site, or other critical emergency.

**Sanitization Procedures:** The Fowler Center will utilize up-to-date knowledge of virus transmission and consider the impact of indoor versus outdoor conditions.

- **General Common Spaces:** will be sanitized daily by housekeeping staff.
- **Staff Lodge:** unoccupied rooms will be left sanitized and locked. Rooms will be sanitized after every use by the health staff.
- **Medical Room:** frequently touched surfaces will be sanitized throughout the day by healthcare staff.
- **Dining Area:** sanitized after every meal by dietary staff if utilized; not used for activities except in bad weather.
- **Cabin Bathrooms:** sanitized by dedicated housekeeping staff each morning. Cabin Counselors will be responsible for sanitizing toilets and showers after each use as well as high touch surfaces throughout the day.
- **Lodging Spaces:** cleaned and sanitized daily by counselors.
- **Kitchen:** follow health department guidelines. Only kitchen staff permitted in the kitchen
- **Camping and Cooking Equipment:** washed and sanitized between each use
- **Program Areas (indoor):** supplies sanitized between each group. Space sanitized daily.
- **Program Areas (outdoors):** supplies/equipment sanitized between each group.

**Health Procedures and Precautions:** in addition to standard health procedures the following additions and modifications will be made to mitigate the risk of COVID-19.

1. **Pre-Arrival for Campers:** all families will be contacted to complete a daily health assessment 14 days prior to arrival.
2. **Pre-Arrival for Staff:** all seasonal and year-round staff working with the camp program will complete daily health assessments 14 days prior to their involvement in camp sessions. Staff will not leave camp property for the duration of the camp session.
3. **Camper Drop-off and Pick-up:** Campers will only have one adult accompany them for check-in and check-out unless other arrangements are required due to camper behavior or need. Individuals dropping off/picking up campers are asked to wear a mask when interacting with Fowler Center staff and will not be permitted to exit their vehicle on camp property unless necessary due to camper behavior. If the person dropping their camper off must exit vehicle they may not enter the Fowler Center buildings. Camp staff will coordinate a staggered arrival and departure with stations to ensure only the camper has contact with camp facilities and grounds to the best of our ability. Every person on camp for check-in and check-out will have their temperature checked by a Fowler Center staff. Any camper with a temperature over 99.4 will not be permitted to stay at camp. In

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case of inclement weather and as the seasons change our check-in/out process will be updated as needed.

4. **Daily Screenings** counselors will take temperatures for themselves and campers twice per day and submit those reports to the Health Officer. If an individual has a fever of 100.4 they will be isolated and monitored for 2 hours. After 2 hours the individual's temperature will be checked again by the Health Officer. If the fever persists the camper will be sent home. Campers will be monitored at all times.
5. **Standard Health Office Operation Modifications** Medication will be distributed on cabin porches or in an outdoor setting preferably. Individuals will not be permitted into the staff lodge or medication room. Any camper with a temperature of over 100.4 will be monitored for two hours, isolated, and sent home if fever persists.
6. **Facial Coverings at Camp**
  - a. Staff are required to wear facial coverings when:
    - i. They are inside of any building or enclosed space.
    - ii. Whenever interacting with others closer than six feet for extended periods greater than 10 minutes.
    - iii. Staff will be provided with a clean facial covering each day. At the end of the day facial coverings should be put in designated bins for laundering by Fowler Center housekeeping personnel.
  - b. Campers are not mandated to wear facial coverings as some are not medically able to or will not tolerate wearing them. However, The Fowler Center encourages campers to bring a mask and wear it if they are able to in the following circumstances:
    - i. They are inside of any building or enclosed space.
    - ii. If they are not able to follow social distancing protocols or they are not aware of personal space and boundaries.
7. **Handwashing/Disinfecting Hands:** Staff and campers will be informed on proper handwashing technique at the start of each camping session. Staff and Campers are to wash their hands with soap and water or utilize hand sanitizer with at least 60% alcohol:
  - a. Before eating
  - b. After being in contact with someone who may have been sick
  - c. After touching frequently touched surfaces
  - d. After using the restroom
  - e. After using common items such as sports equipment, computer equipment, craft supplies etc.
  - f. After coughing, sneezing or blowing your nose.
  - g. Before and After activities where equipment/materials are shared.

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### **Response and Management of Suspected or Positive Case(s):**

- 1) The Health Officer will confirm the presence of a temperature and/or symptoms of an individual and isolate them. Campers will be continuously monitored.
- 2) The Health Officer will notify on-site administration who is running the camp program.
- 3) If a staff member, on-site administration will send home immediately. If a camper, on-site administration will communicate with family or group home the need for camper immediate pick up.
- 4) On-site administration will communicate with the cabin group of suspected case and instruct them to isolate in place in their cabin/on cabin porch, working to maintain meal and program needs of group.
- 5) If during housekeeping hours, dedicated staff will be sent to sanitize facilities used by suspected case individual as instructed by on-site administration.
- 6) Cabin staff of suspected case will use PPE, pack up camper belongings, and move cabin group to an open cabin, if available, for the remainder of the session.
- 7) On-site administrator will communicate with all Fowler Center staff and parent/guardians of cabin group of suspected case.
- 8) If able, housekeeping staff will wait 24 hours to clean cabin of suspected/positive case.
- 9) Staff and families will report to the camp if they become symptomatic or if they receive positive COVID-19 test results. The Fowler Center will notify all who have been in contact with that individual while attending camp programs as well as the local health department.

**Maintaining Staffing Ratios in the event of illness of staff:** The Fowler Center staffs our sessions according to Licensing Guidelines. In the event that staff becomes ill, campers may need to be picked up due to staff/camper ratios.

### **Training Staff:**

Staff will be trained on:

- a. How to support camper's emotional needs
- b. Workplace infection-control policies
- c. Proper use of PPE
- d. Reporting unsafe working conditions.
- e. Characteristics and signs/symptoms of COVID-19
- f. Prevention measures to limit the spread of COVID-19
- g. Staff obligation to notify their supervisor of exposure or symptoms of COVID-19
- h. Camps response plan for suspected or confirmed COVID-19
- i. Temperature and symptom screenings for staff and campers.