Camp Stratford: COVID Operational Plan and Policy Manual 2022

The following Plan includes written policies and procedures. In addition to any requirements outlined in statute and regulation, all summer youth camps are required to submit an attestation form to the Department of Health.

1. **Staff and Camper Training:**

Staff will attend a “staff training” course before the opening of the camp season.

a.) The season orientation meeting will update staff on the basic principles of:

- emergency first aid
- blood borne pathogens and infection control
- hand washing practices
- personal protective equipment (PPE)/ Cleaning procedures
- COVID-19 signs and symptoms.

b.) Staff must have knowledge of :

- COVID-19 symptoms and current guidance documents from the New Jersey Department of Health Communicable Disease.
- Policy regarding personal protective equipment (PPE) use and training
- How to instruct campers on safe practices while attending camp.
- Training resources conducted includes:
  - a. Infection Prevention Audit Tool
  - b. Contact Tracing Awareness Training
  - c. Infection Control Resources Document Staff will also be trained in all of the protocols outlined below:
    - At designated entry points, campers and staff will be screened for fever or signs of COVID-19 illness prior being permitted to enter the facility or participate in camp programming.
    - If required by the department of health, Staff will Screen Campers at drop off for the following Symptoms related to COVID-19 including
      - • Fever or chills (100.4*) • Cough • Shortness of breath or difficulty breathing • Fatigue • Muscle or body aches • Headache • New loss of taste or smell • Sore throat • Congestion or runny nose • Nausea or vomiting • Diarrhea Daily,
      - Any symptoms reported will be documented

2. **Face masks, Infection Control and Social distancing strategies:**

A. Face coverings and gloves- Staff and campers will wear cloth face coverings when indoors, when social distancing of 6 feet between individuals and/or assigned groups cannot be maintained, except where doing so would inhibit that individual's health.

- Exceptions for face Masks include:
  (1) doing so would inhibit the individual's health
  (2) the individual is in extreme heat outdoors, or
  (3) the individual is in the water.

B. Staff should perform proper hand washing and use gloves when needed.

- Staff should wear gloves and face masks when handling or serving food to campers.
- When reapplying sunblock, bug spray, providing medical attention. Face coverings are encouraged, but not required when conducting these procedures outdoors.

C. Camp Stratford will also allow:

- staggered drop off and pick up times to avoid large groups from congregating in one location.
- Parents are encouraged to wear face masks when signing campers in and out of camp.
- Parents and visitors may not be granted access to the "campsite" area.
- Communicate and educate staff, parents, and campers in COVID-19 safety measures including:
  - Staying home when ill
  - Proper hand hygiene and respiratory etiquette
  - Wearing face coverings when necessary.
  - Avoiding touching your face as much as possible
  - Reporting illnesses and symptoms to the camp Health Director

D. Handwash and hand sanitizers stations will be provided in numerous areas around the camp, and hand sanitizer should be provided to staff.

E. Camp Stratford staff will Implement enhanced cleaning and disinfection procedures using approved disinfectants that follow CDC guidance.

F. Stratford will institute "infection control procedures" for areas around the camp, including: Entrances, Picnic Tables, Restrooms

- Entrances- Campers, Parents, and staff will not be permitted to congregate at the entrance/ exit of the pool.
- Campers will be permitted to sit with their assigned group members at their assigned tent. Campers will be discouraged from sitting closely with others from other camp groups.

- Campers will not be permitted to be in the bathroom together in a group. Masks will be encouraged in the bathrooms.
- Masks may be required in the lobby, and porch areas.
- Shoes must be worn in the bathrooms.

G. Camp Stratford will:

Limit any non-essential visitors, volunteers, and activities involving external groups or organizations as much as possible. Limit any nonessential visitors, volunteers, and activities involving external groups or organizations as much as possible – especially with individuals not from the local geographic area (e.g., community, town, city, or county).

- Visitors shall be required to wear cloth face coverings while visiting our camp unless doing so will endanger their health.
- If a visitor refuses to wear a cloth face covering for non-medical reasons and if such covering cannot be provided to the individual by the business at the point of entry, Camp Stratford will decline to allow them to enter the Stratford grounds.
- Parents, Grandparents, and Guardians dropping off and picking up campers will wait by the sign in/ Sign out table for their camper. They may not be permitted to enter the campsite.
- Camp Stratford will: avoid group events, gatherings, or meetings where a social distance of at least 6 feet between people cannot be maintained.
- We will not participate in activities and events such as field trips and special performances.

3. In case of a positive for COVID-19:

- The camp should immediately notify the Department of Health-Youth Camp Project, local health officials, staff and families of a confirmed case while maintaining confidentiality.

- Camp administrators should implement the following policy if someone tests positive for COVID-19 that include, at minimum:

    1. Protocols detailing the camps COVID related response for symptomatic staff and campers:

        a. Suspected illness will be moved to an “isolation space”

        b. That child or staff member will be provided with an Adequate amount of personal protective equipment (PPE)

        c. Methods to assist in contact tracing including records of groups/cohorts, assigned staff and daily attendance will be noted.

        e. The Department of Health-Youth Camp Project and the Local Health Department (LHD) of those who test positive will be immediately notified.

        f. Camp Families will be notified, while maintaining confidentiality.

4. Readmittance after an illness policy:

A. Campers will only be readmitted to camp with a doctor's note if symptoms were similar to COVID-19 symptoms (a fever, cough, sore throats, trouble breathing, chills, muscle pains, headaches, lost of taste and/or smell)

Campers will not be penalized monetarily for missed camp days due to illness.

B. When/ If a camper tests positive for COVID-19, the camp will immediately notify: local health officials, along with the Youth Camp Safety project and that individual can return when they clear isolation.

C. If a camper tested positive for COVID-19:

- The camp health director will contact their LHD, State Health Department, Youth Camp Safety Project, for guidance.
- Local health officials will provide direction if a camp closure is warranted, following the identification of positive case(s) at the youth camp.

D. Staff Illness:

1. Staff members with a temperature of 100.4 or higher will be sent home immediately, and will monitor for further symptoms.

A. If a staff member or camper tested positive for COVID-19:

- The camp health director will contact their LHD, State Health Department, Youth Camp Safety Project, for guidance.

B. Local health officials will provide direction if a camp closure is warranted, following the identification of positive case(s) at the youth camp.

c. Close off areas used by a sick person and do not use these areas until after cleaning and disinfecting them.

D. Close contacts and/or sick staff members or campers should not return to camp until they have met CDC's criteria to discontinue home isolation.

Protocols for Facility and Buildings Management:

A. Ventilation: Camp Stratford will ensure that our facilities have adequate ventilation

B. Signs delineating 6 feet for social distancing, frequent hand washing etc. will be present in areas that are typical for congregations.

C. Policy and procedures for cleaning and disinfection will be in effect

i. Tables and materials will be disinfected between use

ii. Stratford will establish routines for daily cleaning for common surfaces such as playgrounds with shared playground equipment, and rooms (ex: countertops, restrooms, etc.)

iii. Cleaning of shared objects, will be disinfected after use.

D. When/If campers need to be evacuated, social distancing will be maintained as much as possible.

Rain Policy and Procedure:

A. In the event of rain, campers will stay within their assigned tents and groupings.

B. In the event of a Thunderstorm, campers will seek shelter in the snack bar and the Clubhouse.

a. When social distancing is not available, campers may be required to wear masks.

b. Campers are required to keep face masks in their bags daily, in case of this situation.
c. If a parent decides to keep their camper home due to weather, they will not be charged for the missed day of camp.

C. Emergency Exit plan- Campers will seek shelter at a local building in the case of a fire or other emergency.

V. Attendance:

-Campers will not be charged for missed days of camp.

- families will only be responsible to pay for the days in which your child/children attend camp.

- families are required to pay a $200 deposit.

- Families will be charged weekly, via Square.

C. Outdoor camp requirements:

- State Staff to camper ratios 1 adult:1 counselor:20 campers (ages 5-17).
- Stratford will provide an outside canopy/tenting/cover accessibility
- In the case of inclement weather and emergencies: Campers will be divided into groups and will use the snack bar and/or the club house. Masks may be requested to be worn in the case that social distancing is unavailable, and when the camp can ensure the campers' health.
- Groups of campers should remain unchanged day to day and will not be permitted to intermingle between assigned groups while in the assigned tents and when social distancing is not achievable.

Food and Water Procedures:

1. **Lunch and Snacks:**
   - Campers will bring their own meals and snacks to camp.
   - All food brought from home will be nut free, dependent on camper allergies.
   - Camp Stratford will have appropriate accommodations for food storage.
   - mealtimes maybe staggered to ensure separation of groups and avoid congregation.
   - Campers will be required to eat lunch within their assigned group.
   - Lunches and snacks will be brought from home.
   - Camp Stratford is not responsible for the cleaning of food containers. All reusable food containers will be sent home to be properly cleaned.
   - When special snacks (popsicles etc), and food are provided by the camp, staff will serve and gloves will be worn.
   - Stratford staff will not be permitted to heat food for campers.
   - PM campers should eat lunch BEFORE arriving to camp at 12:00. (exceptions can be made, if needed.)

2. **General Health Procedures:**

- Campers will be encouraged to conduct proper hand washing before and after meals.
  - Campers will not be permitted to share food.
  - Camp Stratford will allow only TREE NUT and PEANUT free products, Subject to change, dependent on camper needs.
  - Campers will be required to clean up and put away their own lunches and eating materials.
  - Counselors will disinfect tables before and after eating.

Water/ Drink Policy-

- Campers are required to supply their own water each day. No communal water cooler or fountain will be available.
- Unique and CLEARLY labeled water bottles are required. Disposable plastic bottles of water/ power drinks etc will not be permitted for use, but can be stored in Camper's personal bag to refill their **well labeled**, **reusable, and unique water bottle**.
- Any unlabeled bottle left unattended will be disposed of immediately.

Sunblock/ Bug Spray:

- Full day and PM only Campers must arrive to camp with SUNBLOCK already applied.
- Counselors will not be responsible for applying sunblock at "drop off".
- Camp Stratford will reapply SPRAY sunblock on each camper after lunch.
  - PM Only campers must arrive with sunblock already applied.
- Each "Full Day Camper" is required to keep a SPRAY SUNBLOCK at camp.
- Campers are responsible for supplying and restocking their own sunblock.
- Lotion sunblock will only be applied if a doctor's note is provided.
  - Staff will wear PPE when reapplying sunblock on campers.
  - Additional applications of sunblock will only be applied, if requested by a parent, or if a staff member deems it necessary.

Bug Spray can be stored in the camper's individual camper bag and will be applied by a counselor when needed.

VIII. Activities/ Sports:

- A. Camp Stratford will prohibit any off-site activities and field trips
- B. Prohibition on **contact sports**
  - All of our Sporting activities will be conducted in an outdoor setting.
  - Activities that do not involve contact and can be social distance are not permitted.
- C. **Camper Contact:**
  - Stratford staff will continue to educate and encourage campers on sports etiquette regarding social distancing and hygiene (i.e., no spitting, high-fives, handshakes, etc.)

- Stratford will avoid use of items that are not easily cleaned, sanitized, or disinfected (i.e., soft or plush toys)
- Toys and sports equipment will be cleaned and disinfected after use.