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## Stay Healthy & Safe Policies for COVID 19

Dear Camp Participants,

As you know camps have been approved by our local and state officials to reopen but under certain guidelines. With the help of the CDC, the American Camp Association, and the Association of Camp Nurses we have put together procedures to help us successfully open our summer camps.

We are working to creatively adjust our operations to accommodate these new measures. We are instructing our staff and visitors to follow best practices for the COVID-19 process at camp and at home starting 2 weeks before camp. With these adjustments come changes in the policies in how we operate and we ask your support in making the changes.

An example of the changes will include our arrival procedures, campers or families doing all activities within their small groups, our food service being changed to COVID-19 correct cafeteria-style, masks will be worn as much as practical by everyone, more hand-washing/hand sanitizer stations in key areas. We will also be limiting the number of people interacting with each group.

Everyone will arrive at check-in areas. Anyone going on into camp beyond check-in areas will be temperature checked and asked a series of COVID-19 questions. Anyone not staying at camp will be asked not to go beyond the check-in areas and say their goodbyes there.

For some activities, campers/guests will be given their personal supplies or equipment to use during activities. The items will be cleaned or set aside for the time recommended between uses.

The samples above are only a small portion of the FULL COVID-19 SAFE & HEALTHY PRACTICE FOR CAMPERS AND GUESTS. See our links below or website for the full document. The implementation of the guidelines will be monitored here at camp by our Health Supervisor and assigned staff members.

Camps have always taken great care to develop and maintain medical practices to address a variety of communicable diseases, both common and rare. We hope you can feel confident in our preparedness.

Thank you for your continued support and belief in the good Camp Cavell can do! We are looking forward to an amazing season! If you have questions or concerns, please don't hesitate to call or email us at 810-359-2267 or email [office@campcavell.org](mailto:office@campcavell.org)

Stay safe & well,

A handwritten signature in black ink that reads "Jill Laidlaw". The signature is written in a cursive, flowing style.

Jill Laidlaw

Executive Director



## Welcome to Camp Cavell in 2020

### ***The safety and health of campers & staff is our #1 priority!***

Camp Cavell is accredited by the American Camp Association (ACA), so Camp Cavell follows their policies and guidelines for "Safe Camp Operations During COVID-19". ACA accreditation is a parent's best evidence in all 50 states of a camp's commitment to health and safety.

**We know children learn and grow best when they feel emotionally and physically safe.** That's why the ACA commissioned a field guide for operating day and overnight camps in COVID-19. It provides focused details on practices for every relevant aspect of opening a camp in the pandemic, including pre-camp screening, on-site screening, surveillance, small family-style groups, (PODS), physical distancing, facilities layout, cleaning and sanitizing, outdoor activities, transportation and logistics and dining, when appropriate, use of Personal Protective Equipment (PPE), and more.

Also, through our procedures, **we need families to partner with us,** in educating campers without fear, on ways to keep themselves healthy and safe in our new pandemic world. Social skills and friendship building can creativity be taught at a 6' physical distance.

Our staff has been practicing the 6' distance during this week's pre-camp training. They have **become comfortable with stepping back,** sitting further apart, and walking to meals with masks on **and we believe the kids will too.**

Many parents have asked if their child will **still have fun at camp this summer.** We can promise you, even at 6' apart, we can still have fun. Art, science, non-contact sports, movement, reflection, group 'game shows', noodle tag soccer, outdoor water games and more will all be part of the weekly schedule.

The main goal of camp is to minimize risks, while allowing campers to still experience camp.

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## Summer Camp COVID-19 Procedures - 2020

### **Groupings & Personal Belongings**

Campers will be divided into "PODS" (groups that will travel, eat meals and do activities together). We have designated a group hang out and activity area for each POD group. Overnight and day camp campers will both have their own cabin and be assigned a bed to put their belongings on and spend rest or cabin time on. This limits campers' exposure to large crowds of campers and keeps personal belongings separate.

### **Daily Operating Procedures & Temperature Checks**

Campers and staff will be asked COVID-19 health questions and receive temperature checks at camp each morning. Anyone with a temperature of 100.4+ degrees, will not be allowed at camp for everyone's safety. For overnight campers, they will be separated and evaluated for other symptoms.

### **Screening Questions upon arrival**

Children will not be permitted to attend camp if their parent or guardian has tested positive for COVID-19 or has a pending result. Children may return to camp once their parent or guardian has been released to return to work. Questions that will be asked each day.

- Has the child/staff had a temperature of 100.4 or greater in the last 24 hours?
- Has the child/staff been fever-free without the assistance of an antipyretic (e.g. Tylenol) for the last 24 hours?
- Has the child/staff experienced shortness of breath in the last 48 hours?
- Has the child/staff experienced a new or worsening cough or persistent sore throat?
- Has the child/staff experienced loss of taste or smell?
- Out of an abundance of caution for everyone's health and safety, we ask your permission to take your child's temperature.

## **Additional Screening & Monitoring**

We recommend checking your child's temperature in the morning when they leave for camp. Any symptoms or behavior at camp that don't look or seem 'normal,' will require a child to be sent home. Excessive coughing, sneezing, fatigue, etc. will require that a child does not attend camp and if at camp, the child will be put in isolation and parents will be notified.

## **Face-coverings**

Staff members will wear cloth face-coverings when they greet parents. They will also be masked when they are in an enclosed area, closer than 6' to a child, managing food operations or disinfecting. If outdoors, or in active play, a face-covering can be removed with 6' of distance. Face-coverings for campers are recommended by the CDC but are not mandatory by their rules. Camp Cavell's COVID-19 Policy will require face protection to be worn at certain times unless there is a medical issue that prevents their use.

We recommend sending a few face-covering options in a Ziploc bag, labeled with your camper's name, in their backpack or luggage. There are instances when we require one to be worn. Any effective mask can be worn however, some have found the 'tube' type of face-covering that goes completely around the neck is less likely to be lost. It can easily be pulled up or down the face as needed. Polyester masks are simple to clean and re-wear. Some activities will require a mask, like getting a plate of food from the cafeteria line or being in close quarters.

- Campers who ride a bus and enter more confined areas will be required to wear face-coverings.

## **Personal Backpacks**

To separate and keep everyone safer, every camper should bring:

- Two clean masks or other types of face-coverings and a bottle of hand sanitizer.
- Small sack or backpack to carry their personal program equipment or belongings.  
(Campers will be instructed to not let other campers touch their pack or any belongings)
- Refillable water bottle. We will have large jugs to refill water bottles  
(*We will not use water fountains*)
- Campers will be required to keep personal belongings in their cabin near or on their beds unless staff gives permission to not do so.

## **Arrival & Departure**

We are doing our best to manage the arrival process to a point where all questions, payments, and all paperwork needs are to be taken care of prior to coming to camp. The more you can do within your Camp Account is helpful and reduces staff contacts.

- All payments must be paid prior to camp unless approved and planned with the camp director.

- Campers will be greeted at their car to have temperature checked prior to entering camp.
- We are working to define arrival times for overnight camp families attending larger camps to ease the 'traffic jam' that can sometimes happen on the first day of camp.
- Campers' families will be asked to stay within the designated arrival areas and not to enter children's cabins.

## What Parents Can Do

- When arriving, parents and visitors should remain in their car if possible, but not more than 12' away until a staff member has completed initial check-in.
- Staff will sign the child in for the parent to reduce the use of pens.
- If a parent or visitor must come into the camp they must wear a mask outside their vehicle.
- There will be defined areas set aside for parents to speak with staff who will be separated by a table to work during their consultation.
- Staff will settle in all campers in their cabins and parents will say goodbyes close to or inside their vehicle or designated arrival area.
- Abide by the drop off and pick up schedule by dropping off and picking up campers during their assigned drop off timeframe. If a scheduling conflict makes this difficult, contact camp administration to find a more convenient time.
- Maintain physical distance with other parents/guardians and campers.
- Individuals who are at higher risk for severe illness per CDC guidance should not drop off or pick up campers.
- Allow for campers to wash hands with soap and water for 20 seconds or use an alcohol-based hand sanitizer containing at least 60% alcohol upon entering the car or when returning home.
- Generally, teach and practice good respiratory hygiene/cough etiquette within the household.
- Parents should not enter their child's cabin, because we are trying to limit the number of outside contacts in each environment. Instead, ask your counselor to retrieve lost items or help you find something. Each child will have their own area.
- If a camper comes in contact with a person suspected or confirmed positive for COVID-19, parents will be notified.

## Program

Equipment will be sanitized using the guidelines and/or not be in use for the recommended time for safe use. Where possible campers will have their own supplies for activities. Contact from other staff and instructors who are not part of the camper's POD group will be limited and they will take higher precautions when working with the group.

- Everyone will wash hands or use hand sanitizer throughout the activity or day when needed.
- Activities that have more than one POD participating will be done in a creative way to have PODS interact with a 6' minimum interactive distance.

## Meals & Snacks

Meals will be prepared and served COVID-19 correct cafeteria-style by staff utilizing face protection and gloves and adhering to Servsafe and other suggested protocols. We will be eating outside when possible in our POD groups with a minimum of 6' separation.

- Campers are asked ***not*** to bring snacks to camp and will be served snacks during the day.
- Please contact us if your camper has a special need to carry a snack.

## Absences

Please notify your camp director of any expected absences. We will call any absent child's parent to check-in and determine necessary steps that need to be taken at camp or home if a child is ill, unhappy or unable to return to camp.

## Isolation Areas

An isolated area at camp will be kept for any child who starts to run a temperature, begins coughing

excessively, or runs a fever to remain in isolation until a determination is made of the symptoms or a parent arrives to bring their child home.

## **Healthy Hand Hygiene**

Hand-washing and sanitation will become part of our daily schedule. It has always been important, but it will now be required at many crucial points throughout the day.

- Hand-washing with soap and water for at least 20 seconds before and after all activities and eating.
- Implement respiratory hygiene:
  - Cover coughs and sneezes with tissues or the corner of the elbow
  - Dispose of soiled tissues immediately after use.
  - Wash or sanitize hands after handling contaminated material.

## **Sanitation**

We will have a staff member responsible for daily sanitation in each area. This includes constantly wiping down surfaces, door handles, toys, equipment, tables, and chairs with disinfectant spray/wipes. We have been in consultation with Gordon Food Service and have been advised on the best solutions to our sanitation needs. They will continue to update us on the best practices and products to use.

## **Social Behavior**

We have set up the best system we can to make camp fun while following our guidelines. If campers are unable to attempt to comply with the following additional rules, he/she will be asked not to return to camp. We will of course work with you to try and correct the behavior.

- Social distancing guidelines
- Invasion of other's personal space
- Inappropriate use of other's items
- Not following sanitation requirements
- Any behavior that is not and will not be tolerated given the safety guidelines

## **Transportation**

For campers, staff, and others. No one should approach or board the vehicle if they are sick or experiencing any flu-like symptoms.

- Wash or sanitize hands before boarding a bus, van, or vehicle.
- Practice good hygiene: cough or sneeze into your elbow and avoid touching your mouth, nose, and eyes.
- If possible, maintain physical distance by maximizing the distance between yourself and other passengers.
- Wear a facemask while riding in the vehicle.
- If reboarding the vehicle, sit in the same seat, or your assigned seat, each time.
- When exiting, remove all belongings and discard all waste.

## **Thank you for working with us as we create a safer, healthy environment here at Camp Cavell!**

Our procedures and practices will be continually updated as new practices and information become available. If you need more details about Camp Cavell's COVID-19 procedures please contact Jill Laidlaw our Executive Director. If at any time, The State of Michigan, or Camp Cavell decides to shut down the camp, parents will be asked to pick up their children.