

Updated: 5.29.2020

Purpose: This plan is designed to position Camp Shalom Christian Camp to address practices related to COVID-19 during the 2020 camping season regarding overall camper health and prevention of spreading COVID-19. It is designed using resources from YMCA of the USA Overnight Camp Cabinet and CDC.

PRE-CAMP COMMUNICATION

- Email Reminders
 - Emails will be sent by the Executive or Program Director when appropriate. Camper parents will receive an email about a week before a camper's arrival date highlighting COVID-19 prevention practices being employed during summer 2020.
- Camp Website
 - Content will be updated on the camp website (www.campshalomia.org) to specifically address our COVID-19 prevention practices and procedural changes we've made to summer camp.
 - The CDC and American Camping Association are our primary resources in determining necessary changes.

CAMPER ADMISSION PROCEDURES

- Prior to Arrival
 - Families will be notified of enhanced screening and health procedures prior to arriving at camp.
 - Camp will place special emphasis on the accurate completion of camper health forms prior to check-in.
- Check-in
 - Check-in times will be assigned and staggered.
 - Families will be limited to one person accompanying a camper at drop-off and pickup.
 - All campers must be fully screened before admission to Camp Shalom. This screening process will include a questionnaire about travel and symptoms as well as a temperature check *before* proceeding with the check-in process.
 - Campers and staff are required to wear masks during the initial check-in screening. Everyone is encouraged to wear a mask inside buildings. Families should practice social distancing at check-in.
 - Campers who have a fever, show elevated symptoms of COVID-19, or report having been exposed to an individual with COVID-19 will be sent home.
 - All campers are required to bring a container of hand sanitizer to camp.

CLEANING & SANITIZATION

- **Cleaning Products**
 - Camp Shalom will continue to use cleaning products (hand soaps, cleaning solutions, sanitizers, and solvents) that are both anti-viral and anti-bacterial.
- **Cleaning & Sanitization Plan**
 - All campers and staff will have regular access to handwashing and sanitizing supplies.
 - Full-time staff will review cleaning equipment and sanitizing dispensers (type, location, quantity, availability, etc.)
 - Summer staff will be trained on our updated documentation process.
- **Facilities Plan**
 - Living areas (cabins and staff quarters)
 - All living areas will be swept and their trash cans emptied daily.
 - Campers and staff are encouraged to keep their possessions orderly to prevent intermingling of clothes and gear.
 - Counselors will offer hand sanitizer to campers prior to entering cabins.
 - Staff will use sanitizer to clean cabin doorknobs at least twice daily.
 - Community areas: Program Center, Outpost Pavilion, etc.
 - Each building's full cleaning list will be completed at least twice daily.
 - Every eating area will be sanitized after each meal.
 - Including doors/knobs other commonly touched areas.
 - Community bathrooms
 - Drinking fountains will be disabled.
 - All bathrooms will be fully cleaned once daily and sanitized at least three times daily.
 - Health Center
 - Healthcare Coordinators will clean it daily.
 - They will also sanitize it as necessary after contact with individuals.
 - Program areas and equipment
 - Program buildings (such as the craft barn) and program equipment will be cleaned multiple times daily.
 - In some cases, these spaces and items will be sanitized after each use. See supplemental document in Appendix.

SLEEPING SPACE PROCEDURES

- **Mandatory Handwashing**
 - All campers must wash or sanitize their hands upon returning to the cabin. Hand sanitizer will be made available to all campers by their counselor at the entrance to their cabin.
- **Sleeping Arrangements**
 - All campers will be instructed to sleep head-to-foot to reduce the risk of transmission.
 - We will ensure appropriate spacing between bunks.

- Campouts will be scheduled in small groups (no more than two cabins per location).
 - Different groups must remain at least ten feet apart.
 - Campers must sleep at least six feet apart.

MEALTIME PROCEDURES

- **Mandatory Handwashing**
 - Prior to mealtimes, all campers, staff, and ACs must wash their hands with soap or sanitizer.
 - A staff member will be assigned to monitor and ensure that all campers wash their hands appropriately before a meal.
 - Additional hand sanitizer will be available in the PC and Outpost Pavilion as needed.
 - We will post signs around the PC and Pavilion as a reminder to practice handwashing and social distancing between cabin groups.
- **Seating**
 - Cabin groups will sit at least ten feet apart from other cabin groups
 - Pavilion and PC picnic tables will have vinyl covers. Covers will be sanitized after every meal.
 - All frequently touched hard surfaces will be cleaned as recommended with hot soap/detergent water, and then sanitized with approved EPA antimicrobial sanitizer. (per CDC camp guidelines pg. 2/6)
 - Cabin groups will sit at least 10 feet apart during Thursday night cookout
- **Serving the Meal**
 - Meals will continue to be served cafeteria-style.
 - Markings will be placed on the floor six feet apart in the serving line to show proper separation between cabin groups.
 - Support staff will stand behind serving tables and be assigned to each dish to serve the campers as they come through the line. Servers will wear masks and gloves.
 - Campers will wear masks when going through service line.
 - Support staff will pour beverages for campers. Campers will get a new cup or tray if they want seconds.
- **Post-meal Cleanup**
 - Tables and vinyl covers will be wiped down and sanitized after every meal.
 - Support staff will clean and sanitize all kitchen, serving, and eating surfaces after each meal.
 - All normal post-meal cleaning procedures still apply.

GUIDELINES FOR LARGE GROUP ACTIVITIES

- Activities involving person-to-person contact between campers in different cabin groups are canceled (e.g. Capture the Flag, Escape from the Planet of the Apes, Human Bingo, etc.)
- Large group activities in which distance between cabin groups can be maintained (e.g. Bonkers, Staff Hunt, etc.) are acceptable.
- Activities such as worship and the Camp Shalom Showcase are acceptable provided cabin groups maintain appropriate distance from each other and no person-to-person contact is involved.
- Campers will be reminded about appropriate distance between groups prior to all large group activities.

OFFSITE TRIPS & TRAVEL

- All offsite trips and travel are canceled. Campers will remain on-site for the duration of their session.

VEHICLE PROCEDURES

- When more than one person is in a vehicle, all occupants are required to wear a mask.
- Everyone should sanitize their hands upon exiting vehicles.

CAMP HEALTHCARE ADMINISTRATION

- We have updated our health procedures with recommendations from the American Camp Association, County Health Department, and the CDC.
- We have designed a Communicable Disease Response plan related to COVID-19.
- We have implemented a more thorough check-in screening and will conduct regular temperature checks for campers and staff during each camp session.
- Camp's healthcare procedures related to COVID-19 will be reviewed by:
 - A physician
 - Jackson County Public Health
- Healthcare supplies will be kept in the Healthcare Center to minimize the number of individuals in the Program Center.

ISOLATION PROCEDURES

- Sick Individual Isolation
 - If a camper, staff, or AC exhibits COVID-19 symptoms or has a fever of at least 100.4 degrees Fahrenheit, they will be quarantined on-site until a parent or guardian can arrive to take them home or other transportation can be arranged.
 - The Health Center will be used as Camp Shalom's primary quarantine space. It has beds that will be used for short-term isolation in the case of camper illness.

- Should a person suspected of COVID-19 need to isolate in the Health Center, the Healthcare Coordinator office in the Program Center will serve as a secondary option.
- If additional isolation areas are needed, multiple other areas at camp can serve that function based on the situation.
- Sick Staff
 - If a staff member arrives at camp with a fever of at least 100.4 degrees Fahrenheit or develops symptoms during the camp session, they will either be sent home or placed in quarantine.
 - If a sick staff member lives within two hours of camp and can safely drive, they will be sent home until they meet the guidelines to return to camp.
 - If staff member lives further than two hours from camp and is unable to arrange transportation, they will be placed in quarantine. The building will be held as an isolation structure for all staff who are ill with symptoms of COVID-19, and they will remain there until they meet the guidelines to return.

STAFF EXPECTATIONS

- Staff Health
 - Staff health will be monitored by the Program Director, leadership staff, and the healthcare coordinators throughout the summer.
 - Staff will have their temperatures taken at the start of each week before staff meeting and every morning and evening to ensure they do not have a fever.
 - If staff develop COVID 19 symptoms or fever during the week, they will be assessed by health staff and sent home or placed in quarantine in accordance with isolation procedures.
 - Staff will model and practice excellent hygiene and preventable disease precautions, e.g. not sharing water bottles, washing hands often, and practicing proper sanitization procedures.
 - Staff will alert Program Director/leadership staff if they have been in contact with a person diagnosed with COVID-19 in the last 14 days.
 - Staff are expected to take care of themselves: eat a healthy diet, practice good hygiene, and get plenty of sleep.
- Staff will be notified of situational changes at the appropriate time regarding all illnesses and camp programming.

STAFF TRAVEL

- Staff are discouraged from all international travel and all travel through airports two weeks prior to and throughout the summer to prevent exposure and possible transmission of COVID-19.
- Should staff travel internationally or through airports two weeks prior to and throughout the summer, their temperatures will be monitored daily by the Healthcare Coordinators, and they will be asked the check-in COVID-19 questions daily.

MASKS/ PPE

- People are welcome to and encouraged to wear masks when practical at camp.
- Staff will be provided a washable mask and are encouraged to wear them especially when interacting with parents or other camp guests besides their campers.