

# Addressing COVID-19 at Camp Policy Updates Kirkmont Center



In 2021 we will use our successful experience from 2020, guidance from local and state authorities, and what we will learn between now and the summer to mitigate the spread of Coronavirus at camp.

ACA <https://www.acacamps.org/news-publications/blogs/camp-connection/2021-looks-be-another-covid-19-summer-camp-time-covid-19>

Last Updated: 11/10/20 – SM

*Note: This will be updated as new information is released*

# Contents

<b>Check In</b> .....	3
<b>Check Out</b> .....	4
<b>Staff</b> .....	5
<b>Cabent Life</b> .....	5
<b>Camp Schedule and Daily Schedule</b> .....	5
<b>Dining Hall</b> .....	6
<b>PPE Locations</b> .....	7
<b>Camper Transportation</b> .....	7
<b>Activities</b> .....	8
<b>Health Center</b> .....	8
<b>Staff</b> .....	11
<b>Camp Visitors</b> .....	12
<b>Lost and Found</b> .....	12
<b>Camp Culture</b> .....	13
<b>Parent Communications</b> .....	15
<b>Housekeeping</b> .....	16
<b>Cancellations</b> .....	16
<b>Resources</b> .....	16

## Check In

### Pre-Check In

#### Pre-Camp Check In E-mail Reminder

- Updated check in process
- Pre-camp self-assessment health screen
  - o If you answer yes to any of these questions, please call camp for health clearance requirements before sending your child to camp.
    - In the last 14 days have you been exposed to someone with COVID-19?
    - Do you/anyone in your household have any of these symptoms? Fever, cough, difficulty breathing, sore throat.
    - Is anyone you've been in contact with in the last 14 days waiting for COVID test results?
    - Has your child had a fever of 100 or greater?
- Request for campers to bring their own masks.
- Notice that parents will remain in the vehicle at all times.
- Reminder of camp's updated procedures.
- Request that families use restroom before arriving at camp.
- [Parent Handbook](#) and [Welcome Letter](#).

### Check In Process/ Initial Health Screening

#### Stop 1 Near main entrance: 1 Greeter (wearing a mask)

- Stop each car, remind parents to stay in the car for the duration of check in, and send to next stop.

#### Stop 2 By Dunaway Drive 2: Staff members (wearing masks and gloves)

- The camper will remain in the vehicle.
- Temperature check the camper, COVID health screen, general health screen.
  - o If temperature and health screen is normal, continue.
  - o If temperature is above 100F or the health screen is not normal notify the nurse to recheck.
  - o If the nurse determines the camper can not stay at camp the nurse will inform the parents.
- Distribute/collect paperwork and collect payment.
- Give camper name tag with cabent number.
- Give parents information about how check out will work, including times and a reminder to bring Photo ID.
- Direct vehicle to appropriate area to drop off luggage or to see the nurse if camper has medications or counsel is needed.

#### Stop 3 Parking Area

- Nurses (wearing masks and gloves) will retrieve medication from parents, go over dosage and instructions, and all required forms.
  - o Enough spaces will be between cars so nurses and parents can have one on one conversations.
- Luggage assistance: All other designated staff (wearing masks and gloves)
  - o Greet campers.
  - o Staff will help take luggage out the vehicle and then walk campers to their designated cabents.
  - o Available to answer any questions.

### Additional Check In Updates

- Hand Sanitizer will be used by staff between each parent or gloves will be worn. Staff will pump the sanitizer when auto hand sanitizers are not available.
- When a parent uses any camp equipment (pens, pencils, etc) we will ask them to "please use hand sanitizer and then use this pen to sign."
- Nurses will have PPE for health screenings.
- Masks will be required for all people on the grounds outside of their cars. Optional for children.
- Handwashing stations will be located at the Shelter House, Pool House Bathrooms, Front Porch of Goodrich Lodge, and Miami Bathrooms.

Please Note: If a camper is turned away due to health concerns in order to return to camp camper must be fever free for 24 hours and have a doctor's note clearing them to be at camp.

Restrooms: Parents and guests that need the restroom during check in will be directed to the Shelter House. These facilities will be cleaned and disinfected before campers begin to use them for the week.

## **Check Out**

### Pre-Check Out

Pre-check out email reminder.

- Bring valid photo id.
- No closing ceremony or family meal this year.
- Please use restroom in town before arriving at camp.
- Parents will remain in the vehicle at all times.

### Check Out Process

Road Stop 1 Near Main Entrance: 1 Greeter (wearing a mask) – Stop each car, inform parents of check out process, remind parents to stay in their cars, send to Goodrich Lodge.

Road Stop 2 Goodrich Lodge Parking Area: 2 Staff members (wearing masks and gloves)

- Confirm parent ID for pick up, radio designated staff with campers to send camper out.
  - o Nurse or Staff member gives parent the medications.
  - o Staff member assists camper in bringing luggage to the car.
  - o Parents are asked to stay in car while staff member loads luggage.
  - o Once campers, luggage and medication are in the car they may depart.

### Check Out Updates

- Staff interacting with families within 6 feet will wear masks.
- Campers will have the option of wearing a mask.
- Parents who need to use camp equipment will be asked to "please use hand sanitizer and then use this pen."

### Post Check Out Communication

- Thank you for sending your child to camp this summer.
- Please let us know if they have any signs or symptoms within 14 days of their camp stay.
- Parent Survey.

## **Cabent Life**

### Cabent Counselor Responsibilities

- Counselors will disinfect main bathroom features after morning use, afternoon FOB and bedtime routine (door handles, faucets, toilet handle). Housekeeping will do daily cleaning and sanitizing. Weekly deep cleaning and sanitizing will take place between sessions.
- Ensure campers only use their own items. All items brought by each camper are considered personal items and may not be shared.
- If a camper appears ill at any part of the day immediately take them to the nurse for evaluation.
- Upon arrival to the cabent all campers and staff are expected to use hand sanitizer.
- Ensure camper sleep in bunks head to foot and that there is 6 feet of space between camper's heads in bunks.
- When possible, weather permitting, open cabent flaps for optimal air flow.
- Scheduled water bottle refill times so only the counselor is touching the faucet and holds the bottle at the appropriate distance.
- Be sure campers do not set their toothbrush or toiletries down on the sink.

## **Camp Schedule and Daily Schedule**

### Camp Schedule

April 25<sup>th</sup> – Camp Preview Day

May 8<sup>th</sup> – Volunteer Workday. Social distancing and masks required.

May 23<sup>rd</sup> – Camp Preview Day

June 1<sup>st</sup> – Summer Staff training begins

June 13<sup>th</sup> – First Camper Session

August 6<sup>th</sup> - Last day of summer camp

### Daily Schedule

2021 Daily Schedule designed for cabents to move with cabent groups instead of mixing with other cabents.

**Cabent Families:** This is defined by the group of 10-20 that the campers will eat with and do activities with. It includes entire cabents (campers in one cabent will be a part of the same group). Staff/Volunteers in those cabents and certain support staff will be assigned to this group as well. Any person who is not assigned to the core group will be required to wear masks when interacting with the group.

**Core Groups:** Cabent Families can combine into core groups of 50. Staff/Volunteers in those cabents and certain support staff will be assigned to this group as well. Any person who is not assigned to the group will be required to wear masks when interacting with the group.

**Camp Activities:** Campers will travel with cabent groups and participate in activities as a cabent for the most part. We will incorporate more choice activities within the available activities for each group. This will ensure campers still have some autonomy while at camp this summer.

**Evening Programs:** At no time will multiple core groups of 50 people gather at camp for any program. Gather refers to being within 6 ft of each other for an activity or program. Each group of 50 will participate in their own evening programs.

## Dining Hall

### General Updates

- Employees will be instructed to report any COVID-19 symptoms to their supervisors.
- Hand Sanitizer has been added to the entrance of all kitchen doors.
- Kitchen staff are expected to sanitize on their way into the kitchen, put their personal items away and then wash their hands. They may only access their personal items during breaks and at the end of their shift unless it is an emergency.
- Daily health check form will be completed by kitchen staff along with daily temperature checks.
- Staff with a temperature of 100 or higher (or with any signs of illness) will be asked to go home until they are fever free and symptom free for 24 hours.
- Staff are expected to wear gloves and masks for all food handling.
- Staff are expected to use clean utensils, such as tongs, instead of gloved hand to prepare food as much as possible.
- Shift eating will be implemented as there will only be groups of 50 allowed in the dining hall at one time.
- Cabent families will sit together at tables and campers will be spread out while eating.
- Core Groups of staff, such as maintenance and admin, will receive takeout meals to eat in their designated space. Each group should assign one staff to retrieve the meal wearing proper PPE.
- Tape on the floor to mark out 6 ft of space in spaces where campers would need to line up.
- Only Pool House bathrooms will be used during meals only and will be disinfected between meal groups.

### Dining Hall Set Up

- Camper table hoppers will not be used this season.
- Support Staff and counselors will be assigned to set up the dining hall before meals. These staff will wash their hands and put on a mask and gloves before setting the tables.
- Tables and seats will first be disinfected before setting the table.
- Doors and windows with screens will be opened to provide additional air flow.
- Non-food contact surfaces in kitchen and the dining area's commonly touched surfaces (counter tops, chairs, coffee pot handles) will be disinfected after each meal.
- When we are able individual packets will be used instead of common use condiments. Counselors wearing gloves and a mask will be assigned to serve campers water from the pitcher placed at on the table and juice from the juice machine.

### Before the Meal

#### Daily Temperature Checks – Twice a Day

Staff will check campers', staffs', and volunteers' temperatures twice a day.

- Before entering the Dining Hall for breakfast.
- Before entering the Dining Hall for dinner.
  - o Staff will conduct the temperature checks and report back to nurses.
  - o If a staff, camper, or volunteer is found with a fever of 100 or higher they will be removed from the group and nurse will provide further assessment.
- Campers, staff, and volunteers will wash their hands for at least 20 seconds in the outdoor hand washing station. They will enter the dining hall through propped open doors, so no one will touch the door handles. They will go directly to their seats. Hand sanitizer will be available at each table.

### Meal Serving Counselor

- Two counselors from each group wearing gloves and a mask will serve the campers. These counselors will be provided time after the meal to eat before or after the meal.
- At the end of the meal all tables and seats will be sanitized.
- After campers will scrape their garbage and food waste into the bucket then be dismissed.

### Salad Bar

We will not have a traditional salad bar, but instead will have a few healthy grab and go options for the campers to choose from.

### Juice Machine

One counselor from each group wearing gloves will serve the campers juice.

### Non-Serving Counselor Responsibilities

- Ensure campers are only eating and drinking from the dining items given to them.
- Watch to ensure campers are eating a full meal.
- If a camper sneezes, coughs or puts their fingers in their mouth direct them to wash or sanitize their hands immediately.
- Demonstrate safe food handling and eating practices.
- Make sure the campers are enjoying their meal and having fun.
- Campers will take their own dishes to the dish room. Campers will then sanitize their hands.
- After the completion of the meal campers and staff will wash their hands before proceeding to any other activity.

## **PPE Usage and Locations**

**Mask** – Required when interacting within 6 feet of core groups other than your assigned group. Required if you have COVID-19 symptoms or a fever of 100 or higher. Required for check in and check out days. N95 Mask required when cleaning an area suspected of exposure to communicable disease or when in close contact with a person suspected of having COVID-19. Available for staff at any time during the camp week and for time off trips into town.

**Gloves** – Required when handling another person’s personal items. Required when cleaning an area suspected of exposure to a communicable disease. Required when touching another person is required for instructing, safety or activity. Available for staff at any time during the camp week and for time off trips into town.

**Eye Protection** – Required when mixing cleaning chemicals. Required when cleaning an area suspected of exposure to communicable disease. Available for staff at any time during the camp week.

**Gown/Apron** – Required when cleaning an area suspected of exposure to communicable disease.

### **Areas at Camp that will have PPE available**

Nurse’s Station

Office

Kitchen

\*Request refills of PPE from Office

## Camper Offsite Trips

We are still determining if we will be able to have the Senior High Field Trips during Rejoice for the summer 2021. Parents will be updated closer to camp.

## Activities

### Groups

Campers will travel with cabent groups and participate in activities as a cabent for the most part. Staff in those cabents and certain support staff will be assigned to this group as well. Any person who is not assigned to the group will be required to wear masks when interacting with the group.

### Activity Areas

- Cleaning between groups will take place by activity lead. After each activity, the equipment will be disinfected.
- Enforce mandatory use of hand sanitizer/washing for all participants before activity use and before use of each piece of shared equipment.
- Weekly sanitizing with backpack sprayer of all activity equipment.
  - o There will be a schedule for which activity area gets disinfected each day.
  - o Some will need sanitizing each use (lifejackets, helmets, etc.)
- If activity instructor is not a member of the group, they will be required to wear a mask and practice social distancing.
- While waiting their turn campers will spread out.
- Campers will take one longer turn instead of multiple little turns at activities.
- Every time a camper is finished with equipment it will be disinfected.
- After activity all seats, railings, tools, door handles etc. will be disinfected.

### Rainy Day Activities

- Wear a mask if all together.
- Spaced out as much as possible.
- Open windows and doors to provide additional air flow.

Wooden surfaces – cleaned if soiled. Disinfected between each group.

Playground – Cleaned when visibly soiled. Disinfected between each group.

## Health Center

Nurses will be notified of anyone who has a temperature over 100F or higher and will be available during the temperature taking time to address any potential fevers immediately. Nurses will also be notified if any camper is showing any COVID-19 symptoms.

## Symptoms

People with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness.

Symptoms may appear 2-14 days after exposure to the virus. People with these symptoms or combinations of symptoms may have COVID-19:

- Fever of 100F or higher
- Cough
- Shortness of breath or difficulty breathing

### Emergency Warning Signs – Seek Medical Attention Immediately

- Trouble breathing
- Persistent pain or pressure in the chest
- New confusion or inability to arouse
- Bluish lips or face

\*Children have similar symptoms to adults and generally have mild illness.\*

### **Campers**

Campers with a confirmed fever or COVID-19 symptoms will be immediately removed from the group and quarantined in the Health Center with a face mask on until a parent or guardian can pick them up.

#### Camper w/Symptoms

They cannot return until they are symptom and fever-free without medication for over 24 hours. Campers may return sooner than 24 hours if they are approved to do so in writing by their healthcare provider.

#### Camper w/Contact of someone who has COVID-19

Campers will depart from camp and can return after 14 days of self-quarantine and they are cleared by their healthcare provider.

#### Camper w/Confirmed case of COVID-19

Campers who have recovered from COVID-19 can return to camp after being cleared by a healthcare provider that they are no longer ill or contagious.

### **Staff and Volunteers**

Staff with a confirmed fever or COVID-19 symptoms will be immediately removed from the group and quarantined in the quarantine room, Dunaway Lodge, or Habitat House until they can safely depart from camp. Anytime they need to leave quarantine areas they will be required to use hand sanitizer and wear a face mask.

#### Staff w/Symptoms

They cannot return until they are symptom and fever-free without medication for over 24 hours. Staff may return sooner than 24 hours if they are approved to do so in writing by their healthcare provider.

#### Staff w/Contact of someone who has COVID-19

If a staff member has been exposed to COVID-19 they need to notify the Executive Director immediately. They will be sent home from work and will not be able to return until it has been 14 days since exposure, and they have been cleared by their healthcare provider. To return sooner than the 14 days, it must be at least 10 days since first exposure, they must be symptom and fever free without medication for 72 hours, be cleared by their healthcare provider and received two negative COVID-19 tests 24 hours apart.

#### Staff w/Confirmed case of COVID-19

Staff who have recovered from COVID-19 can return to work after being cleared by a medical professional that they are no longer ill or contagious.

#### Staff Confidentially Reminders

- Don't communicate with parents if staff is over 18 but do encourage them to tell their parents.
- Volunteers to be treated the same as staff.

## Communicable Disease Policy and Response Plan

When a camper is suspected of having a communicable disease, they will be immediately removed from the group for nurse evaluation. Their belongings will be removed from the cabent and they will reside in quarantine until it is confirmed that they do not have the suspected disease or until they depart from camp. The campers who share their cabent will not reenter it until it has had a deep clean and disinfected. All campers who reside in the same cabent will have a health screen from camp nurses within 24 hours of the suspected exposure. If the case is confirmed, campers and counselors within the same cabent and any other camper with symptoms will be removed from the group and will depart camp. The families of the remaining campers will be called or emailed to notify them of possible exposure and camp's response. Campers who remain at camp will be receive an additional health screen from nurses 24 to 48 hours after initial screen. Staff and volunteers will receive a health screen along with campers.

### Suspected Case Response Team Plan

Coordinator: Executive Director

Spokesperson: Board Chair

Health Center Lead: Nurse on site

Food Service: Kitchen Staff

- Ensures sick person/people are receiving nutritional support and food suitable for the ill  
Camp Secretary: Office Staff

- Answer calls, be prepared with approved script, maintain good records, help procure supplies

Camp Operations Lead: Summer Camp Coordinator

- Keep the rest of camp operating as usual, is a gatekeeper and communicates necessary information to the rest of camp. Also, identifies additional help from main camp group as needed.

Facilities: Maintenance/Hospitality

- Keeps facilities for main camp running and also address facility needs for the outbreak. Additional housekeeping, cabent and facility deep cleans and addresses extra cleaning and facility needs in the health center.

Parent Contact: Executive Director, then Summer Camp Coordinator and Nurses

- Depending on the illness the Executive Director may call the parents or designate a key Program Director. After initial call the Program Director will coordinate camper's departure from camp and the camp nurses will keep the parents informed of the camper's health.

Notify Health Department: Executive Director

- When camp is not in a state of crisis and the situation has been handled the Executive Director will notify the health department of the illness and number of cases. If camp needs additional support, resources or information regarding the illness the health department will be called. (Note: Suspected cases and confirmed cases should be called in for Health Department guidance on contract tracing)

### Additional Medical Supplies we will in stock this summer

- N95 respirator
- Disposable surgical masks
- Additional gloves
- Disposable safety gowns
- Face shields
- Covered medical waste disposal bin
- Adequate thermometers

## Nurse Safety

If someone has symptoms of COVID-19 Nurses are expected to wear the proper PPE to treat them as such. Campers with suspected COVID-19 will be seen in the quarantine room. Staff with suspected COVID-19 will be seen in Dunaway Lodge or Habitat House. Morning and evening med and sick call will take place as usual.

## Quarantine Space at Camp

Quarantine Room is besides the Nurse's Station. Staff needing extended quarantine will be assigned to Dunaway Lodge or Habitat House.

A bed will be placed in the Nurse's Room for sick campers who are not suspected of having COVID- 19.

## **Staff**

### Staff Orientation

- At the beginning of camp, hold small group trainings and demonstrations on behaviors and precautions campers should abide by to prevent the spread of COVID-19, including:
  - How and when to effectively wash and sanitize hands
  - How to practice physical distancing in various settings (cafeteria, classrooms, cabents, etc.)
  - Which symptoms to look out for and when to report them and to whom
  - When to stay home
  - Coughing etiquette
  - Camp-specific policies or guidelines
  - COVID and Mental Health – avoid social media, follow guidelines and talk about your concerns.

### Staff Training

- Staff will wear masks during staff training until all are screened and cleared as healthy.
- Staff will be trained in updated handwashing and sanitizing procedures and will practice these. Staff will be trained in new cleaning supplies.
- Add cleaning, sanitization, safe chemical handling practices training and document attendance to staff training. No one can work with campers before this training.
- Emphasis on healthy living and initiatives to be implemented centered around healthy living- additional sanitation of our facilities and program equipment, etc.
- Clearly state that sanitation and helping campers maintain a healthy, clean environment is the staff's responsibility.
- Immediately alert Executive Director if a staff has been exposed to COVID-19 or been in contact with someone as such.
- Staff will be trained on respiratory hygiene. (cover coughs and sneezes with tissue or corner of elbow, encourage children to do the same, observe children and ask them to wash hand if they cough or sneeze, dispose of soiled tissue immediately after use and wash hands.)
- PPE Training, requirements and expectations.  
<https://acacamps.app.box.com/s/0u6vnrnp1msd6wj86irms75oh5o8n6sr>
- Staff will be trained in use of cloth face coverings per CDC recommendations  
<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html>
- Guest trainers will be screened upon arrival and will be asked to wear masks or practice social distancing of 6ft distance of greater.
- Train staff in mental health and how to take care of themselves during this time. Take breaks from news and social media, talk about how they are feeling, exercise, eat

healthy, get rest and find time to relax. National Distress Hotline 1-800-985-5990 or text TalkWithUs to 66746.

### Staff Screening

Pre-camp communication

- Prior to arrival – 14 day self-quarantine request - Please only visit essential places and keep yourself healthy.

Upon Arrival and Anytime someone new arrives at camp

- COVID-19 Health Screening.
- General Health Screen.
- Temperature Checks.

Staff Time Off

- Staff can have time off on the property or off, but we will ask that they only leave for essential trips, they will sign out and back in and list where they are going.
- They can also leave to go to their homes.
- Verbal agreement to practice social distancing while in public while employed at camp.
- Each week staff will be assigned to their core group. It is expected that during the week they act as a safe member of their core group. This means that even on time off they are expected to socially distance from those not in their group. Including trips into town.

\*Please be aware this may change. Counselors may need to stay onsite with planned trips to town for essentials if COVID cases rise and a stricter policy needs to be put into place.

## **Camp Visitors**

Camp visitors will be restricted to visitors related to camp business only. Some examples include the Health Department, Kirkmont leadership, other camp professionals, etc. Staff families and campers will need to be approved to visit camp, even on the weekend this summer. If a friend or family member is picking up a staff member they must remain in their car and the staff will go to them. Year round staff may have visitors who come directly to their homes and do not visit any camp spaces during the weeks of summer camp. All visitor requests must be approved by the Executive Director.

All visitors will be required to wear a mask and socially distance from campers and staff.

## **Lost and Found**

In response to the COVID-19 pandemic, Kirkmont Center is limiting the items held in lost and found after each camp session ends. We want to be mindful of safe storage space and how to prevent exposure to staff and camper from items, week to week. As such, camp will only hold the following specific list of items:

1. Jackets/Sweatshirts
2. Jeans
3. Sleeping Bags, Pillows, Blankets
4. Prescription glasses, medical equipment and prescription medication
5. Shoes
6. Backpacks

Camp will keep these items for no longer than two weeks from the end of the session. After this time, these items will be donated or thrown away. Please note that these will be held at the discretion of camp staff. Items that are soiled, damaged or otherwise deemed not able to

be safely stored will be disposed of. The list of items camp will not hold on to includes, but it not limited to: socks, underwear, toiletries, toiletry bags, swimwear, swim gear, hats, t-shirts, shorts, pajamas, wash clothes, towels, sandals, water bottles, sunglasses, flashlights, headlamps, toys, cameras and art projects.

Daily cabinet cleanup helps campers maintain their belongings and help staff identify misplaced items during the camp session. We highly encourage parents to label all items with their camper's name to help our staff ensure your camper's go home with all their belongings. Many items look similar and can be a bit confusing for both campers and staff.

As reminder, do not send your child with anything that is irreplaceable. Things like jewelry, one of a kind family photos and favorite stuffed animals can easily be lost or damaged. Electronics, including phones, are not permitted at camp. Phones may not be used at camp and will be confiscated and returned to families at the end of the session. Camp is not responsible for any lost, damaged or stolen items- including confiscated phones.

After the session ends, if one of the listed items is missing, please contact camp as soon as possible.

## **Camp Culture**

### Check In Day

Staff will decorate their masks to make it more fun. We will talk about smiling with our eyes and how facial expressions can be seen on your whole face. During orientation staff will share how we can show support this summer (foot five, elbow bump, air high five and thumbs up). Staff will play games with campers to help them understand the importance of staying away from "germs" while also having fun. Directors will take time to explain how camp is running this year and be sure to set up clear expectations during the opening campfire.

### Handwashing

The Handwashing Station will have a fun camp name. We will create our own special handwashing song that lasts for 20 seconds and has a positive message. Counselors will have a positive attitude about handwashing and will ensure campers are washing hands as required.

Handwashing must take place after cleaning, after blowing one's nose, coughing or sneezing. Using the restroom or entering the restroom, before, during and after meal prep. Before eating. Before and after wound care. Before food handling. Before coming in contact with any child.

After using any shared equipment. After touching another person's belongings, after contact with pets or animals, after using a shared program supply, before and after routine care or activity assistance.

### Hand Sanitizing

During staff training staff will come up with a few fun call and repeats for hand sanitizing. This will be a much more fun way to say "time to sanitize your hands."

### Core Groups of 50

We are planning on groups starting at the size of 10 and up to 50. The group of ten will be the family group (cabinet) and the group of 50 will be the core group. The group of 50 will do vespers, campfire, and meals together. They may also get to intermingle for choice time activities. The groups of 50 will likely not have to practice social distancing with each other but will have to with other groups of 50. These groups will be able to create cheers and chants.

From a safe distance they can have chant battles. Depending on numbers we may build another campfire pit at a safe distance and they can have song battles or sing rounds or we may have to stagger campfire times. More camp magic and camp fun can come out of these divide groups.

### 2021 Camp Core Groups

- Admin (includes maintenance staff, housekeeping, program directors, kitchen staff and summer admin roles)
- Core Group A
- Core Group B
- Core Group C
- Day Camp

### Social Distancing

We have to be careful at camp that the social distancing rules are communicated in a safe and positive manner. Leadership will watch and listen for staff to calmly and pleasantly remind campers of the boundaries. There will be no yelling about the rules. A designated safe meet up place will be installed for siblings, cousins and friends who are in different groups to be able to say hello to each other without risking the health of others.

### Masks

Encourage staff, volunteers, and campers to decorate their masks. They are also welcome to bring their own cloth masks. Staff will be encouraged to wear cloth masks that create a talking points with their campers (sports teams, images of hobbies or shows they like). Staff will be expected to present a positive attitude about mask wearing. Adopt the phrase "I protect you, you protect me."

### Vendor and Delivery

Campers will be reminded to stay at least 6 feet from any guest at camp. They are welcome to say "welcome to camp" or "thank you" to visits from a safe distance. Vendors will be asked to wear a mask and gloves if they need to enter a building. We can provide these or they can bring their own. We will have signs posted and inform them as summer approaches. Guests will be asked to stay out of the office. A sign will be placed on the office door with this request. The office staff will greet them outside with a mask on.

### Camper Conversations

Encourage campers to talk about how they are feeling. Tell campers they can ask you any questions and make yourself available to talk and listen. Be calm and reassuring; be careful not only about what you say but how you say it. Be a source of comfort. Listen for underlying fears or concerns. Ask questions to find out what a concerned camper knows about COVID-19. Let campers know that fear is a normal and acceptable reaction. Provide only honest and accurate information. Correct any false information they may have heard. Note: Make sure to be considerate with campers when correcting any information. If you do not know the answer to a question, say so. Do not speculate. Do not make promises.

### Camper Orientation

At the beginning of each session we will hold large group and small group orientations for camper to explain new policies and demonstrate how campers are expected to prevent the spread of COVID-19, including:

- o We are happy to be able to have camp!
- o Explain what camp is doing to keep campers safe.
- o Explain the camper's job in keeping each other safe. Rules and Expectations.
- o How and when to effectively wash and sanitize hands.

- How to practice physical distancing in various settings (cafeteria, classrooms, cabents, etc.)
- When to stay home.
- Coughing etiquette.
- Dining Hall policies.
- Activities policies.
- Cabent Life.
- Family Groups and Core Groups.
- Social Distancing.
- When to wear PPE.
- Temp Checks, which symptoms to look out for, when to report them, and to whom.
- Allow time for questions.

## Parent Communications

### Pre-Camp

Updated on what changes to expect during check in.

Updated on what changes their child should expect while at camp. Updated check in process email will contain.

- Pre-camp self-assessment health screen.
  - If you answer yes to any of these questions, please call camp for health clearance requirements before sending your child to camp.
    - In the last 14 days have you been exposed to someone with COVID-19?
    - Do you/anyone in your household have any of these symptoms? Fever, cough, difficulty breathing, sore throat.
    - Is anyone you've been in contact with in the last 14 days waiting for COVID test results?
    - Has your child had a fever of 100 or greater?
- Request to bring masks.
- Notice that parents will remain in the vehicle at all times during check in.
- Reminder of camp's updated procedures.
- Please use restroom before arriving at camp.
- Packing List and updated lost and found policy.

### During Camp

Called if camper has a fever. Camper will need to leave camp.

Informed if a camper had to leave due to fever or illness.

- We will alert parents of possible exposure in the following manner:
  - Low Risk-A camper or staff member leaves camp due to fever of 100 or possible COVID-19 symptoms. Parents will be notified that someone was sent home and there is a low risk that their child was exposed.
  - Medium Risk-A camper or staff member learns that someone they have been in contact with in the past 14 days has a confirmed case of COVID-19. Parents will be notified that someone was sent home and there is a medium risk that their child was exposed.
  - High Risk-A person that left camp tests positive for COVID-19. Any campers/staff still at camp will wear masks and practice social distancing. All parents of the Family Group will be notified of the high risk exposure and will be asked to pick up their camper. Staff will depart and cannot return to work without doctor's clearance or have self-quarantined for 14 days since exposure and have no COVID-19 symptoms.

### Pre-Check Out Email Reminder

- Bring valid photo id.
- No closing ceremony this year.

- Please use restroom before arriving at camp.
- Parents will not need to leave car for check out.

### Post Camp

#### Parent Survey

Ask to let us know if their camper becomes ill or is confirmed with COVID-19 within 14 days of being at camp.

If a camper is reported ill or confirmed COVID-19 camp will contact all camper families that were in the child's group.

Though a report of a positive COVID-19 test after departure from camp does not confirm that the person contracted or had COVID-19 while at camp, we will communicate with camper parents to allow them to follow up with their children. If someone reports a positive COVID-19 test within 14 days of their camp stay, all parents of the Core Group will be notified. Any Staff in the Core Group who are still at camp will leave and cannot return until they have doctor's clearance or have self-quarantined for 14 days since exposure and have no COVID-19 symptoms.

## Housekeeping

- Increasing the frequency of cleaning and adding a final sanitizing set to every area of camp.
- Counselors will have an increased roll in cleaning and will disinfecting multiple times a day specifically after use of the bathrooms and cabent buildings.
- Two Backpack Sprayers purchased to allow quicker and more efficient sanitizing on all surfaces.

## Cancellations

Stick With Us – Please talk with us about your concerns.

Roll over to 2022 – We can roll over your camp payments to a camp later in the season or next year.

Consider donating – The loss of revenue is hard on camp. Consider donating to help support Kirkmont Center.

Refund – We will return payments made towards camp except for the deposit. If camp is closed for any reason a full refund will be issued.

## Resources

ACA Camp Crisis Hotline - 800-573-9019

ACA Summer Operations Guide: <https://www.acacamps.org/resource-library/coronavirus/camp-business/camp-operations-guide-summer-2020>

ACN Communicable Diseases Plan: <https://campnurse.org/education-and-resources/covid-19-considerations-for-camp/>

CDC Recommendations: [www.cdc.gov/coronavirus](http://www.cdc.gov/coronavirus)

Youth and Summer Camps: <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/summer-camps.html>

Camp Decision Tree: <https://www.cdc.gov/coronavirus/2019-ncov/downloads/camp-planning-tool.pdf>

ACA Field Guide: <https://www.acacamps.org/resource-library/coronavirus/camp-business/camp-operations-guide-summer-2020>