

Boone County Conservation District

Covid-19 Response Plan for Summer Camp

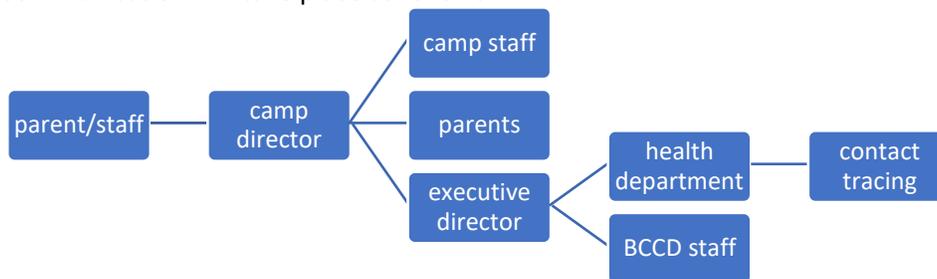
I. COMMUNICATION

I. Pre-camp (Parent Letter)

1. Mitigation Procedures: What to expect
2. Responsibilities
 - a. Parent
 - b. Camp
 - c. Camper
3. Camper Illness: Symptom Checker
4. Refund Policy: Relaxed to encourage keeping symptomatic campers home
5. Acknowledgement of Risk

II. In the Event of a Positive Diagnosis

1. Communication will take place as follows:



2. Facilities will be sanitized according to BCCD IDOR Plan.
3. Infected person will be directed to stay away from camp for 14 days and advised to self-quarantine.
4. Camp staff will be encouraged to get tested for Covid-19 and monitor themselves for symptoms.
5. Camp staff will take time to reassure remaining campers and address any worries they have.

III. Staff Training

1. Mitigation Procedures (*review copy of plan*)
2. Responsibilities
 - a. Handwashing
 - b. Cleaning & Disinfection
 - c. Face Masks & Social Distancing
3. Staff Illness: Daily Symptom Checklist
4. Camper Illness
 - a. Monitor for and report any signs of illness.
 - b. Isolate camper from cohort in area designated for such purpose.
 - c. Notify parent/guardian who will have 30 minutes to pick-up camper.
 - d. Disinfect area.
5. Acknowledgement of Risk

IV. Signage (*English & Spanish*)

1. Proper Handwashing
2. Wearing of Face Masks
3. List of Covid-19 symptoms
4. Social Distancing/Stop the Spread
5. Designated Cohort Areas and Areas Closed to Public Use

V. A Copy/Link of Plan Will Be Posted

1. BCCD website
2. Parent Letter (appendix A)
3. Rec Hall

II. HEALTH SCREENING

A. Camp Staff

1. All staff will be screened daily upon arriving and temperature will be taken. A pass/fail will be recorded on confidential log sheet to comply with HIPPA. (appendix B)
2. Anyone exhibiting symptoms or registering a temperature of 100.4°F or higher will return home until symptom free and fever has been gone for at least 72 hours without use of fever-reducing medication. <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>
3. Anyone who has been in close contact with an individual who is diagnosed with Covid-19 should quarantine for 14 days and is encouraged to seek testing. Close contacts include household contacts, intimate contacts, or contacts within 6-ft. for 15 minutes or longer unless wearing N95 mask during period of contact.

B. Campers

1. All campers will be screened daily upon arriving and temperature will be taken. A pass/fail will be recorded on confidential log sheet to comply with HIPPA. (appendix B)
2. Anyone exhibiting symptoms or registering a temperature of 100.4°F or higher will return home until symptom free and fever has been gone for at least 72 hours without use of fever-reducing medication. <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>
3. Anyone who has been in close contact with an individual who is diagnosed with Covid-19 should quarantine for 14 days and is encouraged to seek testing. Close contacts include household contacts, intimate contacts, or contacts within 6-ft. for 15 minutes or longer unless wearing N95 mask during period of contact.

C. Pre-existing Conditions

1. Anyone with a pre-existing medical condition that may put them at greater risk from contracting the virus is advised to seek advice from their physician regarding the safety of attending camp and any additional precautions that should be taken.

D. Other Visitors

1. Parents will be asked to stay home if they are ill and isolate themselves from camper.
2. BCCD Staff will stay away from camp during the camp day when campers are present.
3. Sanitation crew will be asked to wear a mask and wash hands before servicing units.
4. Program Providers will be required to wear a mask and will be screened before entering the camp area. They will not be allowed entry if exhibiting symptoms.

III. FACILITIES

A. Rec Hall

1. The Rec Hall doors and windows will remain open and ceiling and floor fans will be on so that outside air is always circulating through.
2. Campers will not be inside the Rec Hall unless necessary (handwashing, weather, etc.).
3. Surfaces in Rec hall will be cleaned and sanitized according to schedule (appendix C).

B. Restrooms

1. There are two outdoor restrooms that will be used during camp.
2. They will be cleaned and sanitized each morning and according to schedule (appendix C).
3. They will be closed to the public during camp hours.

C. Handwashing Station

1. There will be a portable sink located in the Rec Hall for handwashing.
2. It is operated by a foot pedal and will be serviced weekly.
3. There will be a hand sanitizing station at the Rec Hall and each counselor will have a bottle.
4. Counselors will demonstrate the proper way to wash and to sanitize hands.

5. Signage will be posted reminding campers to wash their hands and proper way to do it.
 6. Stations will be cleaned and disinfected daily according to schedule (appendix C).
- D. Drinking Water**
1. Campers will be asked to bring a filled bottle of water with them each day.
 2. Campers will be given disposable bottles of water as needed.
 3. Water bottles will not be refilled at camp.
 4. Parents may want to send a partially frozen bottle of water in their child's lunch to keep it cool and consumed with lunch or later in the day.
 5. Campers will be encouraged to stay hydrated and drink plenty of water through the day.
- E. Shelters**
1. Camp will take place outside unless there is severe weather.
 2. In the event of light rain, the Pavilion, Oakview, and Lion's shelters will be used.
 3. Separate areas under the pavilion will be designated for each cohort.
 4. Any high touch areas (railings) will be cleaned and sanitized (appendix C).
- F. Tables**
1. Outside crafts and labs will use picnic tables.
 2. Tables will seat 2 campers, indicated by a "X" placed diagonally across from each other.
 3. Tables will be placed 6 feet apart.
- G. Severe Weather**
1. In the event of severe weather, each cohort will shelter in a different indoor location.
 2. Nestlings will shelter in the classroom area of the Nature Center.
 3. Fledglings will shelter in the Rec Hall.
 4. Flyers will shelter in the schoolhouse.
 5. In the event of a tornado warning all campers will shelter in the basement of the office.
 6. Masks will be worn in all situations.
 7. Hand will be washed/sanitized before and after sheltering.
 8. Camp Directors will clean and sanitize each after campers depart.

IV. CLEANING & DISINFECTION

- A.** Recommended methods for typical cleaning procedures include two-stage cleaning and disinfecting. Cleaning entails washing with a detergent and water to remove soil, organic matter, and some microorganisms from a surface. Following a detergent and water wash, disinfecting entails use of an Environmental Protection Agency (EPA)-approved disinfectant that must be applied in accordance with product manufacturer guidelines. Refer to the EPA List of Disinfectants for Use Against SARS-CoV2 or a dilute bleach solution can be substituted for EPA-approved disinfectants.
<https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2>
- B. Routine cleaning task list (appendix B) will be performed by camp directors.**
- C. Appropriate PPE must be worn when performing any cleaning and/or disinfection.**
1. Safety glasses and disposable face mask when spraying products.
 2. Disposable nitrile/non-latex gloves at all times.
- D. When cleaning is completed**
1. Outside of spray bottles and wipes container will be wiped down.
 2. Cleaning supplies will be placed in cabinet, out of reach of children.
 3. Safety glasses will be cleaned with sanitizing wipe.
 4. Mask, gloves, and paper towels will be disposed of in covered no-touch foot pedal trash can.
 5. Staff will wash hands according to CDC guidelines with soap and water.
<https://www.cdc.gov/coronavirus/2019-ncov/hcp/hand-hygiene.html>

E. Items sanitized after each use (counselor responsibility)

1. Fishing poles and PFD's
2. Craft supplies
3. Playground/sandbox toys
4. Science Tools (i.e. magnifiers, binocs, nets, etc.)
5. Hand trowels (plantings)
6. First Aid kit

F. Items sanitized at end of each day (counselor responsibility)

1. Storage baskets & bins
2. Noodle pals
3. Outside of trash cans
4. Cloth mask bags
5. Drawstring bags

G. Trash Cans

1. Touchless foot pedal cans with bags
2. Bags tied up and removed at end of each day.
3. Cans wiped down before a fresh bag is replaced.
4. Each cohort will have a separate trash can.
5. There will also be a touchless can near the sink for hand towels.

V. PPE & FACE MASKS

A. Face Shields

1. Staff doing health screening and check in/out will wear face shields.
2. Face shields will be cleaned with disinfectant wipes after each use.
3. Face shields will be labeled and used only by individual indicated.

B. Safety Glasses

1. Staff will wear safety glasses when using a cleaning and/or disinfectant spray.
2. Glasses will be cleaned with disinfectant wipes after each use.
3. Glasses will be labeled and used only by individual indicated.

C. Disposable Gloves

1. Staff will wear disposable gloves when anticipating contact with confirmed or suspected cases of COVID-19 or when handling belongings known to have been in contact with confirmed or suspected cases.
2. Staff will wear disposable gloves when cleaning and disinfecting.
3. Staff will wear disposable gloves when administering first aid.
4. Staff will wear gloves during health screening.

D. Disposable Face Masks

1. Staff will wear disposable face masks when cleaning and disinfecting.
2. Staff will wear disposable face masks when administering more than minor first aid.

E. Cloth Face Coverings

1. Campers and staff will wear cloth face coverings when interacting with others closer than six feet for extended periods of time (greater than 15 minutes).
2. Staff will wear cloth masks when interacting with outside vendors or community members when physical distancing cannot be maintained.
3. Campers and staff will be issued cloth face coverings upon arrival.
4. Face coverings will be labeled with individual's name.
5. Face coverings will remain at camp for the duration of the summer/number of weeks attended. They will NOT travel back and forth between home and camp.
6. Face coverings will be collected in a disposable plastic bag at end of each week by camp directors and taken home to wash.
7. Laundered face coverings will be reissued on Monday morning to their individual users.

F. Training

1. Staff will be trained to correctly don, doff, maintain, and dispose of PPE and face masks.
2. Instructions for Donning: Gather the PPE to don and ensure each piece is the correct size. Wash hands using soap and water for at least 20 seconds or disinfect hands using alcohol-based hand sanitizer. Inspect PPE for damage. Don required PPE.
3. Instructions for Doffing: Remove gloves and ensure that doing so does not cause contamination of hands by using a safe removal technique (e.g. glove-in-glove, or bird beak). Remove face shield or goggles by grasping the strap and pulling it up and away from the head. Do not touch the front of the face shield or goggles. Remove face mask and dispose (if disposable) while avoiding touching the front. Wash hands using soap and water for at least 20 seconds or disinfect hands using alcohol-based hand sanitizer.

VI. HANDWASHING

A. When to Wash or Disinfect Hands

- a. Upon arrival
- b. Before eating lunch
- c. After being in contact with someone who may have been sick
- d. After touching frequently touched surfaces (railings, door handles, etc.)
- e. After using the restroom
- f. After using common items (recess equipment, craft supplies, etc.)
- g. After coughing, sneezing, or blowing your nose
- h. After activities like fishing or any time hands are visibly dirty

B. How to Wash Hands

1. Wet hands with clean, running water and apply soap.
2. Lather hands by rubbing them together with soap. Lather the back of hands, between fingers, and under nails.
3. Scrub hands for at least 20 seconds (time it takes to sing the “Happy Birthday” song twice.)
4. Rinse hands well under clean, running water.
5. Dry hands using a clean paper towel. Dispose of towel in foot pedal trash can.

C. How to Use Alcohol-Based Hand Sanitizer

1. Hand sanitizers should contain greater than 60% ethanol or greater than 70% isopropanol
2. Apply the product to the palm of one hand.
3. Rub hands together. Make sure the product contacts the back of hands, palms, between fingers, and fingertips.
4. Continue to rub hands together until dry.

VII. SOCIAL DISTANCING

A. Cohorts - in concert with guidance provided by Centers for Disease Control (CDC) and the American Academy of Pediatrics (AAP), policies to maintain small group sizes, limit mixing of groups, and restrict large gatherings at camps are recommended. Limiting mixing of groups can be combined with a public health approach of establishing and maintaining “concentric group circles” for infection prevention and control. Infection spread can be slowed and more easily contained in smaller groups; when larger groups are required, it is beneficial if they consistently are comprised of the same constituent smaller groups, thereby limiting the number of potential contacts for each camper. In the event of an outbreak, being able to promptly define the “inner circle” of close contacts is paramount for enhanced health surveillance and isolation. By using the small groups and cohort strategy, isolation and surveillance of close contacts can be implemented in short order.

1. Campers will be in cohorts (small groups) of 8 campers with 2 staff.
2. There will be a maximum number of 24 campers (3 cohorts) each week.
3. The same two staff members will remain with the same cohort throughout the summer.
4. Each cohort will have designated areas for gathering, eating, etc.
5. Non-essential visitors will not be allowed to enter camp.

B. BCCD Office Building

1. Camp staff, including camp directors will remain at camp though out the day.
2. A Wi-Fi hotspot will be set-up and available to use so that camp staff can work remotely from the BCCD office when needed.

C. Distance Assistance

1. Campers will be given pool noodles to help them with social distancing.

2. The check in/out area with marked with signage and surface markings spaced 6 feet apart.
3. The areas in front of sinks and hand sanitizing stations will have surface markings spaced 6 ft. apart indicating where campers should stand when in line.

D. Camper Personal Items

1. Campers will be given a drawstring bag on their first day of camp.
2. Items that may be needed during the day will be carried in this drawstring bag – water bottle, bug spray, sunscreen, sunglasses/hat, Kleenex, cloth face mask.
3. This bag and the items in it will remain at camp until camper has finished for the summer.
4. Nothing will travel home with the camper at end of the day except for a refillable water bottle and medication if indicated.
5. Parents will be asked to wash water bottle thoroughly before sending back to camp.
6. Camper will contain all items brought to camp in the morning in a disposable plastic bag.
7. Each camper will have a designated basket to place their belongings in – drawstring bag, lunch, water bottle, raincoat, umbrella, pool noodle, etc.
8. There will be no sharing of personal items.

VIII. DROP-OFF/PICK-UP

1. Communicate to parents/guardians the benefits of designating one parent/guardian to drop off campers every day. Individuals who are at higher risk for severe illness per CDC guidance should not drop off or pickup campers.
2. Prepare relevant posters and signage from the Centers for Disease Control and Prevention (CDC), World Health Organization (WHO), and/or other health agencies and post them at the drop off location.
3. Minimize the time they take saying goodbye to allow for the continual flow of traffic.
4. Apply sunscreen and/or bug spray close to or inside their vehicles.
5. Maintain physical distance with other parents/guardians and campers.
6. Parents/guardians wear a cloth face mask when exiting the vehicle.
7. Greet campers in proper PPE and perform initial health screenings outside as they arrive.
8. Allow for campers to wash hands with soap and water for 20 seconds or use alcohol-based hand sanitizer containing at least 60% alcohol upon entry to the drop off area.
9. Designate one staff person wearing proper PPE to sign campers in/out each day to minimize handling of pen & sign in/out binder.
10. Sanitize all materials used (pen, binder, thermometer, table) after everyone is signed in/out.

IX. TRANSPORTATION (tentative)

1. Swimming

- a. If we are able to go swimming at the YMCA, transport would be by cohort using BCCD bus with camp director driving or by walking.
- b. Campers and staff will wear masks while in the bus.
- c. Bus will be sanitized between cohorts.

2. Field Trips

- a. Field trips would be local only, no out of town trips.
- b. Transport would be by cohort using BCCD bus with camp director driving or by walking.
- c. Bus would be sanitized between cohorts.

X. ACTIVITIES

1. Lunch/Snack

- a. Parents will be asked to pack campers' lunches in all disposable containers.
- b. No lunch items will be sent home.
- c. Lemonade will not be served at camp this year. Parents will need to provide a drink for lunch.
- d. No birthday treats or other snacks will be allowed except for popsicles provided by camp.
- e. Cohorts (groups) will eat at staggered lunch times.

2. Fishing

- a. Campers will don a face covering when a physical distance of 6 feet cannot be maintained.
- b. Instructor(s) will be screened each morning and will wear a face covering when physical distance cannot be maintained.
- c. Poles will be sanitized between uses.
- d. PFD's will be sanitized after each use and set outside.
- e. Cohorts will fish at staggered times.

3. Swimming

- a. If swimming is permitted at YMCA, we will follow all protocols set forth by their agency.
- b. Including staggered swim times/days, if necessary.

4. Crafts/Labs

- a. Cohorts will meet separately for labs and crafts in their designated cohort area.
- b. Stations will be set up to facilitate social distancing during lab times.
- c. Each cohort will have their own set of craft supplies, that are sanitized after use.
- d. Campers will wash hands following crafts/labs.

5. Nature Center Visits

- a. Campers will not be allowed inside the nature Center.
- b. If they wish to visit with animal ambassadors, they will remain outside, and counselor will bring animals outside to visit.
- c. Hands will be sanitized after touching animals.
- d. Door handles will also be sanitized at end of visit.

6. Recess/Free Time

- a. Recess will be staggered times following lunch for each cohort.
- b. Each cohort will have a separate bin of shovels, balls, and other recess.
- c. Morning and afternoon free time will be set up as stations that rotate each day between cohorts: (1) sandpit area, (2) bags area, (3) four square & chalk drawing area

7. Restoration Plantings

- a. The Natural Resources staff will train the Camp staff on how to conduct the plantings.
- b. Each Wednesday morning the Natural Resource staff will leave a gator with all the plants, tools, and water needed for campers to plant their plugs.
- c. Cohorts will stagger planting times.
- d. Campers will need to wear masks if not 6 feet apart while planting.
- e. Everyone will wash hands with soap and water following this activity.

8. Camp Songs, Games, Hikes

- a. Campers may sing camp songs if they are physically separated from each other by 6 feet.
- b. A list of group games adapted for social distancing will be provided.
- c. Pool noodles can be used in place of physical touching during tag-type games.
- d. Campers should use pool noodles to help with social distancing on hikes.
- e. Camper will always be responsible for carrying their own backpack/water during hikes.

9. Suspended/Cancelled

- a. Family Night will be virtual, premiering on Facebook at 6:30pm on Thursday's.
- b. There will be no large group activities unless we are in Phase 4 of Restore Illinois Plan.
- c. Discovery Table will not be set up; there will be no touch items or manipulatives.
- d. No Waste challenge will not take place; all lunch items will be disposable.
- e. Out of town field trips are cancelled; local trips would be staggered according to cohort.

XI. APPENDICES

- A. Parent Letter**
- B. Symptom Checklist**
- C. Cleaning Schedule**
- D. Supply List**
- E. IDOR Plan**
- F. Decision Tree**

XII. REFERENCES

1. ILLINOIS DEPARTMENT OF PUBLIC HEALTH
<https://dceocovid19resources.com/assets/Restore-Illinois/businessguidelines3/summerprograms.pdf>
2. AMERICAN CAMP ASSOCIATION
www.acacamps.org/resource-library/coronavirus/camp-business/camp-operations-guide-summer-2020
3. CENTER FOR DISEASE CONTROL
<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/summer-camps.html>
4. FORWARD BOONE COUNTY
<https://sites.google.com/view/forwardboonecounty>
5. RESTORE ILLINOIS
<https://coronavirus.illinois.gov/s/restore-illinois-introduction>