

J Day Camps COVID-19 Operating Procedures

The J has put together these procedures in an effort to run a safe, healthy, fun program for all its participants and staff. Adherence to these procedures is paramount to having a successful summer in which all children and staff are kept safe and healthy. While these times are uncertain, our goal is to provide our community with a safe and healthy place for all to play, connect, and grow. These procedures have been developed with guidance from the American Camp Association, the Center for Disease Control, the State of Missouri, St. Louis County as well as input from other camp professionals and health care providers. To the degree that any guidance is updated by these organizations, the procedures will be updated accordingly.

Drop Off Procedures

- Curbside drop off will be provided and parents are strongly discouraged from parking and walking up
 - Parents must stay in their vehicle at all times.
 - Staff will greet families at their vehicle
 - Staff doing drop off will be in PPE
 - Parents/guardian dropping off child will be asked to wear a face mask
- Daily Health Screening will be completed on each camper
 - Parents will answer a few questions
 - How is/are your camper(s) feeling today?
 - Others in the household?
 - Campers must remain in their vehicles, and either unbuckle themselves or with the assistance of their parent
 - The window next to the camper should be rolled down and the campers will be asked to approach the window for the staff member to take their temperature and complete a quick visual assessment
 - Assessment will look for signs of illness (flushed cheeks, shortness of breath, general demeanor)
 - After “passing” the health screening, campers will be permitted to leave their vehicle.
 - Campers will be given hand sanitizer or asked to immediately wash their hands
 - After proper hand sanitizing, campers will be escorted to their group
 - If camper does not “pass” the screening, they will be asked to follow the exclusion guidelines (outlined later in this document)
 - If a camper does not “pass” the screening, any other campers in their vehicle will also be subjected to the same exclusion guidelines.

Hand Washing & Sanitation Procedures

- **Handwashing:**
 - Hand sanitizer will be provided to each group for use throughout the day. Handwashing (or use of sanitizer) should be done before and after any eating, before and after any use with camp equipment, after toileting, and upon leaving and entering a camp activity area
 - All staff & campers should use soap and water to wash hands at key points throughout the day. A bathroom scheduled will be created to allow for each group to have the appropriate time and space to use hand-washing facilities.
 - Hand-washing shall occur at the time of drop off, before and after eating lunch and snack and after activities where campers may have touched the same supplies.
 - While a schedule will be posted, emergencies occur and campers will be permitted to use the facilities in these instances
 - In these instances, all efforts will be made to maintain social distancing, but conditions may not allow it.
 - Staff are required to follow all current handwashing procedures. In addition, staff must wash their hands after direct contact with a child. If staff member chooses to wear gloves, proper glove protocols must be followed--gloves must be discarded after contact with a child, and handwashing guidelines must still be adhered to.

- **Face Coverings:**
 - Campers and staff must wear a face covering at all times indoors, except when eating. Outdoors, campers and staff must wear a face covering when social distancing of at least 6 feet cannot be maintained. Face coverings should not be worn in the swimming pool. The covering must cover the mouth and nose.
 - Appropriate face covering include medical masks, cloth masks, bandanas, etc.
 - Parents will be asked to wear a face covering during carpool.

- **Sanitization and Disinfection:**
 - The camp will utilize a sanitation supply list provided by the ACA and procured by the J's Buildings & Grounds Department. We will follow the manufacturer's instructions for all cleaning and disinfection products.
 - A regular sanitization schedule will be made for all areas of the J used for day camp. Sanitation will happen at the end of the day for all areas, and after each group finishes using a space throughout the day.
 - Shared equipment will be properly cleaned and sanitized after each individual use and each group use.
 - Equipment that cannot be sanitized in-between uses will not be used or will be limited to use by only one group per week

Grouping & Activities Procedures

- Campers will be divided into groups of approximately 10-16 campers with at least 2 counselors. Groups will physically distance from all other groups, including during lunch and snack. Physical distancing within groups will be emphasized with campers and staff and adhered to whenever possible.
- Groups will stay the same each week. We will do our best to keep repeat campers with the same staff and campers.
- Each group will have a "supply kit" used by only their group.
- Groups will be a part of a rotation of specialist lead activities utilizing shared space throughout the building(s). These spaces may only be used by one group at a time and must be cleaned and all equipment will fully be sanitized between each group.
 - Specialists will maintain physical distancing of at least 6 feet from the group and will provide demonstration-based facilitation
 - Counselors will participate in these activities and help the campers in their group.
 - Specialists will be given time between groups to complete sanitization
 - If this time is not available, another group will not be permitted to use that space until proper cleaning has been conducted
- Swimming (beginning June 14)
 - Two-three groups will be in the pool at one time for swim lessons
 - Free swim will be provided multiple times/week and numbers will be kept to a minimum to allow for physical distancing.
- Large Gatherings
 - Special event days may still occur in which physical distancing can be adhered to.
- Food Service Procedures
 - Camper lunches will no longer be collected daily and refrigerated. Campers will keep their lunches in their backpacks.
 - All snacks will be in pre-package containers
 - Food for cooking activities will be by group use only
 - Open packages of food will not be shared between groups
 - Plus Lunch will still be offered
 - Campers will carry their own water bottles. Camp admin team will keep water jugs around camp to refill water bottles. One counselor will hold the button on the spout for the whole group. The spout will then be cleaned before the next group fills their water. No use of water fountains

Exclusion Policies

- **Camper:** If a camper begins to display symptoms of illness, requiring exclusion, s/he will be removed from the group and taken to a designated exclusion space. This space will be supervised by Camp Wellness team (RN), to reduce potential contamination to the group. Camper must be picked up immediately. We will call emergency contacts if the camper is not picked up within 30 minutes. The camper must follow the exclusion guidelines before being re-admitted to the program, including resubmitting the re-admittance survey.
 - Staff in exclusion space must wear PPE.
 - Separate cot will be provided and sanitized after each use. Sheet/blankets will not be provided to prevent contamination.
- **Staff:** If a staff member begins to display symptoms of illness, requiring exclusion, s/he will be immediately removed from the group and asked to leave, if they are a minor they will go through the same procedure as campers (or at least have a parent contacted). They must follow the exclusion guidelines before being allowed to return to work, including resubmitting the re-admittance survey.
- **Types of Exclusion:**
 - COVID symptoms: Fever 100.4 or higher, cough, rapid breathing, repeated shaking/chills – 3 days being symptom free (without the use of medication) and at least 7 days after the onset of symptoms.
 - Exposure to a confirmed case of COVID-19 – 7-10 days depending upon the results of a COVID TEST
 - Other illness/symptoms (i.e. rash, vomiting, loose stools, pink eye/eye discharge, or any illness **without** COVID-19 related symptoms) – 24 hours without symptoms
- Health Concerns which require communication with parents before admittance
 - Asthma
 - Diabetes
 - Obesity
 - Behavior issues – Campers that prove they cannot follow physical distancing rules
 - Other health concerns

Pick Up Procedures

- Groups will gather on the field with proper physical distance between groups.
- Cars will queue up and be kept away from the field. Cars will be brought up to the field with appropriate distance between each pick up location. Directors will call out names though a bull horn, campers will be called to their car. Campers will open car doors themselves and campers or parents will need to buckle them. If camper needs help closing door, counselor must wear gloves.
 - If you are unable to come at one of the designated times due to an emergency, please contact the office to make other arrangements (the director's discretion)

Unexpected Closing & Notification Procedures

When a confirmed case or possible exposure has occurred at camp, we might need to implement short-term closures.

We will adhere to the following procedures:

- Immediately notify and coordinate with local health officials. These officials will help the J administration determine the appropriate course of actions for the exposure, which may supersede the following protocols.
- If a family member of either a camper or staff member has been exposed to a confirmed case of COVID-19, that person will be excluded from the program for 7-10 days, depending upon the results of a COVID test. The camp will not be notified.
- If there has been a confirmed case of COVID-19 in the program, that camper/staff member will require a doctor's note to be readmitted. The whole camp will be notified, and the person's group will be excluded from the program for at least 2-4 days. This initial short-term dismal allows time for the local health officials to gain a better understanding of the COVID-19 exposure and to determine the best course of action, including whether to extend the exclusion period.
 - If there is a confirmed case of COVID-19, there will be a thorough deep clean and sanitization of all camp used spaces