



# COVID-19 Mitigation & Operations Plan



# COVID-19 Prevention Methods



## Table of Contents

<b>Overview Information</b> .....	3
Terminology	
Use of Non-pharmaceutical Interventions (NPI) in Prevention of COVID-19	
<b>General Camp Modifications</b> .....	5
Training on Camp Safety and COVID-19 Prevention Methods	
Capacity Modification	
Facility Modification	
Lost & Found Policy	
Packing List	
<b>Screening Procedures</b> .....	6
Screening Camp Staff	
Program Staff Modifications	
Screening Campers, Volunteers, and Extension Staff	
<b>Patient Care and Management of COVID-19 Symptoms at Camp</b> .....	8
Patient care and management for individuals with symptoms suspicious for COVID-19	
Health management for campers in a cabin/team of individual with suspected COVID-19	
Management of camp staff who have been in contact with an individual with suspected COVID-19	
Management of volunteers (camper supervisors) who have been in contact with an individual with suspected COVID-19	
<b>Guidelines for Cabins and Activity Teams</b> .....	10
Activity Group Updates – “Teams”	
Cabin Updates	
Physical Distancing Precautions/Procedures/Provisions	
Daily Cabin Procedures	
<b>Sanitation, Disinfection, and Cleanliness</b> .....	11
Restroom Facilities	
Hand Washing	
Daily Cleaning and Sanitizing	
Masks/Face Coverings	
<b>Training and Program Modifications</b> .....	12
Camper Check-in and Check-out (Extension-Provided Bus Transportation and Individual Transportation to Camp)	
Food Service	
Camp Equipment	
Large Group Activities and Smaller Classes	
Rainy Days	
Swimming	
Water Fountains	
Classroom and Cabin Cleaning/Sanitizing	
<b>Frequently Asked Questions for Camp Families</b> .....	14

## OVERVIEW/INFORMATION

The Kentucky 4-H Youth Development program, under the guidance of the College of Agriculture, Food and Environment's Cooperative Extension Service has a large and growing summer residential camp program. Due to the Covid-19 pandemic 4-H Summer Camps, reaching approximately 13,000 youth (aged 9-15) and teen/adult volunteers, were suspended for 2020. The closure resulted in a significant reduction in income for these self-funding programs.

The goal for 2021 is to resume our residential summer camp program following strict social distancing, hygiene, sanitation, and safety protocols. This plan has been developed using the best practices and guidance of the following:

- Centers for Disease Control (<https://www.cdc.gov/coronavirus/2019-ncov/index.html>)
- American Camping Association (<https://www.acacamps.org/resource-library/coronavirus-information-camps>)
- Kentucky Healthy at Work (<https://govstatus.egov.com/ky-healthy-at-work>)
- University of Kentucky (<https://www.uky.edu/coronavirus/>)
- Cooperative Extension Service (<https://extension.ca.uky.edu/coronavirus-resources>)

## TERMINOLOGY

**American Camping Association:** This organization is a leader in positive youth development and is devoted to promoting and improving the camping experience.

- **Accreditation:** The American Camp Association is the only nationwide accrediting organization for all types and designs of organized camps. ACA standards focus on health, safety, and risk management practices.
- **Field Guide for Camps:** This field guide is designed to provide camp directors and staff with a practical guide and tool kit to implement specific recommendations provided by the CDC in relation to risk reduction at camps.

**Cabin:** Cabin facilities sleep 14-34 people depending on the camp and the individual building. Bed arrangements consist of bunk beds (each bunk has two individual beds stacked on top of each other). In the majority of cabins, the sleepers are all in a centralized area (one room).

**Camp Director:** Each 4-H camp has a full-time, permanent employee in the role of 4-H Camp Director.

**Camp Facilities:** The University of Kentucky 4-H Youth Development program operates four camping facilities across the state. These facilities are self-funding and operate year-round. The core of the camping program is the 10-week summer residential camps.

- **North Central 4-H Camp** – located in Nicholas County, this camp has a capacity of 478. It has 22 cabins and centralized restroom bathing/facilities.
- **JM Feltner 4-H Camp** – located in Laurel County, this camp has a capacity of 370. It has 18 cabins and centralized restroom/bathing facilities.
- **West Kentucky 4-H Camp** – located in Hopkins County, this camp has a capacity of 514. It has 23 cabins and centralized restroom/bathing facilities.
- **Lake Cumberland 4-H Camp** – located at the junction of Russell and Wayne County, this camp has a capacity of 393. It has 14 cabins with each cabin having attached restroom/bathing facilities.

**Camp Staff:** Camp staffing during the summer months consist of program staff (summer educational interns) and camp employees (permanent and temporary staff)

- **Summer Educational Interns** – provide educational programming in a variety of content areas at 4-H camp. These individuals stay overnight at camp in centralized sleeping arrangements. These are separately housed from campers and live on site during the week and weekends during the summer.
- **Camp Staff** – provide support in administration, maintenance and facilities, food services and other areas that support the overall camping program. The majority of these individuals come into camp for the day and leave at the end of their shift. Camp Directors and Camp Maintenance supervisors live onsite or within a short driving distance.

**Camp Week:** The 4-H camp week is 4 Day/5 Day (as selected by the county/counties attending) and includes overnight stays.

**Camper:** 4-H campers are youth between the ages of 9-15.

**Camper Check-In:** Kentucky 4-H summer camp programs are conducted by the county 4-H program. Check in normally occurs in the county of residence with coordinated travel to the camp. For 2021, this option (off-site) as well as a guardian check-in (on-site) are available.

- **On-site** – the 4-H camper’s guardian drops off/picks up the child directly from the camp. This process is overseen by the 4-H Camp Director and 4-H Camp Staff.
- **Off-site** – the 4-H camper is drop off/pick up from a centralized site in the county. This process is overseen by the county based 4-H.

**Camping Specialist:** The Kentucky 4-H Camping Program is overseen at the state level by a full-time, permanent employee.

**Extension Staff:** County based staff members of the University of Kentucky Cooperative Extension Service who assist with the 4-H camping program

- **Extension Agent:** Professional county staff who have supervision and oversight of all 4-H campers and volunteers from their county.
- **Extension Assistant:** Para-professional county staff who support the extension agent.

**Volunteer:** 4-H campers stay in cabins and are supervised by volunteers. Supervision ratios are determined by ACA guidelines.

- **Adult Volunteer** – Adults (18+) who have completed screening and orientation consistent with University of Kentucky Cooperative Extension Service and American Camp Association Guidelines.
- **Teen Volunteer** – Youth (16-17) who support the efforts of the adult volunteer in supervising the 4-H campers.

## USE OF NON-PHARMACEUTICAL INTERVENTIONS (NPI) IN PREVENTION OF COVID-19

*Summary of Research Findings presented at ACA Town Hall*

<https://acacamps.app.box.com/s/2h11zkynouabq0u5dhq7603536bpy65/file/769156162983>

### **Confirmed COVID-19 cases:**

- 486 camps operated in 2020, serving 89,635 individuals.
- Of those 486 camps, there were only 74 camps with confirmed COVID-19 cases.
- Of those 89,635 individuals, there were only 30 confirmed camper cases and 72 confirmed staff cases of COVID-19.

### **Effectiveness of NPI's against COVID-19 positive cases/risk ratios:**

- There is no difference in risk ratio in overnight camps vs. day camps.
- Facial coverings, modifying the camp program to cohort groups, physical distancing, altered dining schedules, increased cleaning frequency, and increased hand hygiene effectively reduced the risk of COVID-19 cases.

### **Effectiveness of NPI's:**

- When camps combine multiple NPI's, the risk of COVID-19 cases is lower.
- Camper facial coverings were consistently the most effective risk reduction method.
- Staff facial coverings and targeted physical distancing methods also reduced COVID-19 case risks.
- Quarantine, decreased camp capacity, and limiting outside visitor measures alone did not reduce COVID-19 case risks.
- When camps combine multiple NPI's, the risk of COVID-19 cases is lower. The most important NPI's are facial coverings and physical distancing.

## GENERAL SUMMER CAMP MODIFICATIONS

At Kentucky 4-H Camp, we are taking additional steps this summer to protect our campers, volunteers, Extension Staff, and Camp Staff. Our operations plan is designed to address COVID-19 and includes virus prevention methods, supply and resource procurement, communication and training, cabin-centric programming, and increased cleaning and sanitizing procedures.

The purpose of this plan is to develop and implement a strategy to operate summer camp programs while preventing the spread and outbreak of COVID-19. We are closely monitoring government policy changes and are following the strict Mandatory and Recommended Best Practice Guidance of the American Camp Association (ACA) [Field Guide for Camps](#), Centers for Disease Control (CDC) [Childcare Guidelines](#), federal, state and local governments and health departments. We will continue to make changes, as necessary or appropriate, to our camp procedures to ensure Kentucky 4-H Camping is a safe and healthy experience for our camp families.

### Training on Camp Safety and COVID-19 Prevention Methods

All Camp Staff will complete an on-site COVID-19 Prevention training in their areas of focus (healthcare, program, maintenance, housekeeping, and foodservice). On the first day of each camp session, extension staff, volunteers, and campers will participate in a safety orientation led by Camp Administration and Program Staff that includes COVID-19 prevention training. Signage will be posted in various areas around camp promoting hygiene and COVID-19 prevention methods. Daily updates pertaining to camp safety protocols will be provided to Extension Agents and Volunteers at lunchtime announcements.

### Capacity Modification

We will operate at a reduced capacity of 50%, allowing us to provide appropriate physical distance in our cabins, during mealtimes, and during planned activities.

### Facility Modification

We have installed hand sanitizing stations at all program and high traffic areas. We have installed MERV-13 filters in buildings that have central AC. (American Camp Association Field Guide for Camps, 2020, p. 28) We have added ionizers to all mini-split AC units to remove viral and dust particles. We have made cabin modifications to allow for more physical distance by reducing cabin capacity to 50%.

### Lost & Found Policy

In response to the COVID-19 pandemic, Kentucky 4-H Camping is limiting items held in lost and found. We want to be mindful of safe storage space and how to prevent exposure of staff and campers from items, week to week. As such, **camp will not hold any lost items after the end of a camp session.** In the sole discretion of the camp, items that can be safely sanitized may be retained, sealed in a plastic bag, and returned to the county extension office or the camping group's contact extension agent. Items such as clothes, towels, swimwear, and masks will not be retained.

### Packing List

Changes will be made to the standard packing list that is provided to camper families by County Extension Offices. These changes will include masks and personal hand sanitizer. Campers should maintain their belongings and help cabin leaders identify misplaced items during the camp session. Parents will be reminded not to send their camper with anything that is irreplaceable and to label all items with their camper's name.

## SCREENING PROCEDURES

### I. Screening Camp Staff (See University of Kentucky - Daily Screening)

- Every day, before work, each employee must pass a temperature check and complete a sign-in following a self-assessment based on the following questions:  
  
“Since your last day of work, have you had any of the following:”
  - A new fever (100.4 or higher, or a sense of having a fever) or chills?
  - A new cough that you cannot attribute to another health condition?
  - New shortness of breath that you cannot attribute to another health condition?
  - A new sore throat that you cannot attribute to another health condition?
  - New muscle or body aches that you cannot attribute to another health condition, or that may have been caused by a specific activity (such as physical exercise)?
  - Headache?
  - New loss of taste or smell?
  - Fatigue?
  - Nausea, vomiting, or diarrhea?
  - Congestion or a runny nose?
- If an employee answers yes to any of the screening questions, the screener will immediately activate the emergency protocol for COVID-19 by following these steps:
  - Remove the employee from the work area and isolate them from others.
  - The employee must depart the property as quickly as possible.
  - The employee may not return to work until they have quarantined for a time that is consistent with current CDC and University guidance and are no longer symptomatic.
- If an employee tests positive for COVID-19:
  - The employee may not return to work until they have been released to return by their local health department.
  - Coordinate with local officials to conduct “contact tracing”, especially among other staff (camp or extension).
  - As deemed necessary by medical and public health professionals, quarantine those staff (camp or extension) who have been in close contact with the employee who tests positive.

### II. Program Staff Modifications

- In order to reduce any chance of communicable disease at camp this season, restrictions on program staff are to be implemented, including but not limited to:
  - Staff will be requested to limit contact with others between each camp session.
  - Required daily screening for staff.
  - Enhanced communicable disease and sanitation training.
- As deemed necessary by medical and public health professionals, staff who have been in close contact with any person who tests positive will be required to quarantine at home.
  - Staff cabins are cleaned and sanitized daily following ACA guidelines (American Camp Association Field Guide for Camps, 2020, p. 112)
  - In the event that camp staff are required to isolate or quarantine, additional staff have been identified to assume required responsibilities

### III. Screening Campers, Volunteers, and Extension Staff

#### Prior to Arrival (See American Camp Association - Field Guide for Camps)

- Prior to the arrival/check-in of a camp session, all campers, volunteers, and Extension staff will be required to complete a provided 14-day Pre-Camp Health Screen form (American Camp Association Field Guide for Camps, 2020, p. 16). There are two versions of this form. Version A is for minors. Version B is for adult volunteers and Extension staff.
- This form will require participants and camper parents to check their temperature each of the 14 days leading up to arrival day, self-screen for symptoms, and to answer five questions:
- The pre-screening questions will determine if:
  1. The individual has not had a fever of 100.4 or higher, or a sense of having a fever in the last 14 days.
  2. The individual has not developed any of the listed symptoms in the last 14 days that cannot be attributed to another health condition.
  3. In the last 14 days, the individual has not been in contact with an individual who has been ill with respiratory complaints or fever, or who has tested positive for COVID-19.
  4. No one in the individual's household has tested positive for COVID-19 in the last 14 days.
  5. No one in the individual's household is currently waiting on COVID-19 test results.

#### Upon Arrival/Check-In

- If a participant comes to camp with ANY symptoms of COVID-19, they will not be permitted to remain at camp.
- All participants will be required to complete a temperature check prior to exiting their vehicle (American Camp Association Field Guide for Camps, 2020, p. 17).
- If temperature is 100.4, or higher, we will allow a 15-minute wait before a second temperature check is administered. If the second temperature check is not below 100.4, we will provide options for a refund.
- If a participant fails to fully complete the 14-day Pre-Camp Health Screen to the required standard, they may not attend camp and instead will be provided options for a refund.
- Parents will only be allowed to exit their vehicle at drop off/pick up to release/fasten the buckles on a young child's safety seat and to escort the camper through a modified check-in process.
- Participants are encouraged to bring **a minimum of 1 mask per day** to camp. Masks must be clearly marked with the name of the wearer. Clean, spare masks must be kept in a sealed and labeled plastic bag. The camp will maintain an adequate supply of disposable masks to ensure all campers and staff are masked as required.

#### Screening While at Camp

- Temperature and symptom checks will be completed for participants who feel ill or show signs of illness during their camp session. (American Camp Association Field Guide for Camps, 2020, p. 17)

## **PATIENT CARE AND MANAGEMENT OF COVID-19 SYMPTOMS AT CAMP**

**(See American Camp Association - Field Guide for Camps)**

(American Camp Association Field Guide for Camps, 2020, p. 18)

### **Patient care and management for individuals with symptoms suspicious for COVID-19**

- The individual will go to the Health Office to visit the Health Care Provider (HCP). Within the Health Office is an isolation room with a restroom.
- The HCP, wearing upgraded personal protective equipment including mask, gloves, gown, and face shield will ask screening questions and take the patient's temperature. If the patient has a temperature of 100.4 or higher or presents any of the symptoms listed as potentially having a COVID-19-like illness, the emergency contact will be notified immediately, and the child will need to be picked up and taken home as soon as possible.
- The HCP and Camp Director will communicate with the County Extension Agent to prepare for contact with the parent or guardian of the individual with suspected COVID-19. Transportation from camp will be the responsibility of the parent or guardian.
- The individual will remain in isolation, under the care of the HCP, until they are picked up. Their belongings will be packed up by cabin leader(s) wearing upgraded personal protective equipment including masks, gloves, gown, and face shield and brought to the Health Office to await departure. The cabin of the affected individual will be cleaned and disinfected by camp staff. (American Camp Association Field Guide for Camps, 2020, p. 113)
- Emergency Medical Services may be called to assess and transport the individual if deemed necessary by the HCP.
- If an individual becomes ill during the middle of the night, they will remain in isolation at the Health Office, under the care of the HCP and Extension Staff, until morning. The departure protocol, as listed above, will then be followed.
- If an individual departs camp for any reason, they may not return for the remainder of the session.

### **Health management for campers in a cabin/team of individual with suspected COVID-19**

- Physically distance campers, volunteers, and staff from the person who is displaying symptoms of COVID-19.
- Begin temperature testing of individuals exposed to this person, at minimum, twice daily through the end of the camp session.
- Families of other campers in the cabin will be notified in accordance with public health guidelines. Temperature testing and symptom checks will occur, at minimum, twice daily through the end of the camp session.
- **As we all know, any time we are in the public domain, it is impossible to avoid potential exposures to a host of infectious germs, viruses, and diseases.** Potential exposure does not necessarily mean someone is infectious to others unless the proximity and duration guidelines from the CDC are met or exceeded. The Camp Director will refer to those current standards and provide all Campers, Volunteers, Extension Staff, and Camp Staff current guidance on how to best use appropriate precautions and self-monitor. Like traveling through an airport, grocery store, or other public space, camp participants will be required to use good hygiene and practices.

### **Management of camp staff who have been in contact with an individual with suspected COVID-19**

- Camp Staff will continue to wear a face mask and will continue frequent hand washing, hand sanitizing and hygiene.
- Initiate twice daily monitoring of temperature and symptom checks by the HCP. Hand and surface washing combined with physical distancing and face coverings are critical to containment.
- The Camp Director will collect information regarding potential exposure, including length of time, proximity, and any physical contact. This information will be shared with the University of Kentucky HealthCorps.
- If it is determined that an employee is potentially infected, removal of the Camp Staff from camp will occur. The employee may not return to work until they have quarantined consistent with current CDC and University HealthCorps guidance and are no longer symptomatic.
- Staff who have had close contact with a person who tests positive for COVID-19 will follow CDC, University HealthCorps, and local health department guidelines regarding isolation. Such staff must isolate at home.

### **Management of volunteers (camper supervisors) who have been in contact with an individual with suspected COVID-19**

- Volunteers will continue to wear a face mask and will continue constant hand sanitizing and hygiene.
- Initiate twice daily monitoring of temperature and symptom checks by the HCP. Hand and surface washing combined with physical distancing and face coverings are critical to containment.
- The Camp Director and County Extension Agents will collect information regarding potential exposure, including length of time, proximity, and any physical contact in case contact tracing is required.
- If it is determined that a volunteer is potentially infected, removal of the volunteers from camp will occur. The volunteers may not return to camp for the remainder of the session. To ensure appropriate camper supervision ratios, a replacement volunteer will be secured by the County Extension Agent.

### **Management of extension staff who have been in contact with an individual with suspected COVID-19**

- Extension staff will continue to wear a face mask and will continue frequent hand washing, hand sanitizing and hygiene.
- Initiate twice daily monitoring of temperature and symptom checks by the HCP. Hand and surface washing combined with physical distancing and face coverings are critical to containment.
- The Area Extension Director will be notified and will collect information regarding potential exposure, including length of time, proximity, and any physical contact. This information will be shared with the University of Kentucky HealthCorps.
- If it is determined that an employee is potentially infected, removal of the extension staff from camp will occur. The employee may not return to work until they have quarantined consistent with current CDC and University HealthCorps guidance and are no longer symptomatic.
- Extension staff who have had close contact with a person who tests positive for COVID-19 will follow CDC, University HealthCorps, and local health department guidelines regarding isolation. Such staff must isolate at home.

## **GUIDELINES FOR CABINS AND ACTIVITY TEAMS**

### **Activity Group Updates – “Teams”** (American Camp Association Field Guide for Camps, 2020, p. 62)

- The cabin and activity groups will consist of the same campers and cabin leaders. They are referred to as intact “Teams”.
- Individual teams will be limited to no more than two cabins per team. The team will travel together as a group and participate in activities as an intact group.
- Masks must be worn at all times (except when sleeping, eating, or walking outdoors with guaranteed physical distance).
- Spacing of campers will be mandated according to current guidelines for food lines, eating meals, walking, assemblies, and program areas.
- Campers will wash and/or sanitize their hands before and after each activity.

### **Cabin Updates**

- Increased ventilation and circulation through the addition of fans and open windows where possible.
- MERV-13 filters have been installed in buildings that have central air conditioning. (American Camp Association Field Guide for Camps, 2020, p. 28).
- Hand sanitizer stations have been added to each cabin. Campers will sanitize their hands when entering and leaving the cabin.
- Cabin capacity has been reduced to maximize physical distance.
- Bunkbeds are positioned to allow for 6 feet of separation from head to head of each sleeper.
- Only campers and cabin leaders will be allowed into assigned cabins. Parents, family members, camp staff, extension staff, and all others will not be permitted into cabins to limit exposure (except where noted herein or in case of an emergency).

### **Physical Distancing Precautions/Procedures/Provisions**

- Each camper is the only individual allowed on their bed and only campers/cabin leaders assigned to that cabin are allowed inside the cabin (except where noted herein or in case of an emergency).
- Appropriate physical distancing between individuals and teams will be observed during all camp activities.
- One-way entry and exit doors will be instituted to ensure that teams do not cross paths with other teams. When outside, including eating, a minimum of 6 feet of space will be maintained between each team member and other nearby teams. Program staff will maintain a 6-foot distance from all other staff and campers. Brief close contact is not considered to be high risk by the Department of Public Health and may occasionally occur as needed for safety. An example would be a member of the ropes course staff checking a harness.
- Individuals who do not adhere to safe distancing and hygiene practices will not be allowed to remain at camp.

### **Daily Cabin Procedures**

- Campers and Cabin Leaders will sanitize their hands before entering and leaving the cabin.
- Individuals are expected to shower at least three times per week and change clothes daily.

## **SANITATION, DISINFECTION & CLEANLINESS**

### **Restroom Facilities**

- Facilities will be cleaned and sanitized by housekeeping staff a minimum of two times per day.
- Housekeeping staff are required to wear masks, gloves, and face shields when cleaning and sanitizing facilities.
- Users will wash and/or sanitize their hands when entering and exiting the facilities. Hand sanitizer stations will be provided in all restroom facilities.
- Signage will be posted to support healthy hand-washing practices.

### **Hand Washing**

- Soap and water hand washing stations will be available at high traffic areas around camp and in all restrooms.
- In addition to frequent hand washing opportunities, hand sanitizer stations will be used as a supplementary step.
- Hand washing will occur:
  - Before and after every new activity
  - Before/After eating
  - After coughing or sneezing
  - Before/After using the restroom

### **Daily Cleaning and Sanitizing (See American Camp Association - Field Guide for Camps)**

- High touch surfaces will be cleaned and sanitized continuously throughout the day. (American Camp Association Field Guide for Camps, 2020, p. 112) This includes railings, doorknobs, bathrooms, etc. We will limit the use of shared equipment to the extent possible based on the activity. For example, bows and arrows will be sanitized after each use.
- Restrooms, dining hall, classrooms, and other areas of congregation are scheduled to be cleaned multiple times per day. (American Camp Association Field Guide for Camps, 2020, p. 114)

### **Masks/Face Coverings (See University of Kentucky - Mask Up)**

- Masks or face coverings should 1) cover mouth and nose, 2) fit snugly but comfortably, 3) be secured with ties or ear loops, 4) be made of multiple layers of fabric, and 5) allow for breathing without restriction.
- Campers, volunteers, and staff will be required to masks (except when sleeping, eating, or walking outdoors with guaranteed physical distance).
- During meals, masks may be removed only after seated in a designated area and while 6ft from others.
- During shower time, masks must be worn while waiting in line. Masks may be removed only after entering the shower stall.
- In cabins, masks must be worn unless laying in your bed and while 6ft from others.

## TRAINING & PROGRAM MODIFICATION

All Camp Staff will undergo a COVID-19 Safety Training during their new-hire orientation. Campers and Volunteers will participate in a COVID-19 Safety Orientation upon arrival to camp.

### **Camper Check-in/Check-out (Extension-Provided Bus Transportation to Camp)**

- A modified check-in process will be in place to ensure 6 feet physical distance is maintained between families during the check-in process. Masks are required for all individuals, at all times.
- Temperature checks and screening will occur upon arrival to the check-in area.
- Volunteers assisting with check-in are required to wear masks and will sanitize hands between interactions with guests and luggage.
- Campers and volunteers will wear masks at all times and follow all safety recommendations while riding the bus as well as the recommended COVID-19 safety protocols for that school district/bus company. Those may include reduced bus capacity, physical distance, and ambient air flow (windows down or cracked).
- Extension Staff and volunteers will be available to assist campers with their luggage and to provide check-out materials (camper medications, paperwork, etc.). A modified check-out process will be in place to ensure 6 feet physical distance is maintained. Masks are required for all individuals, at all times.

### **Camper Check-in/Check-out (Individual Transportation to Camp)**

- Signage will be displayed as vehicles enter the check-in area.
- Temperature checks and screening will occur at each vehicle. Masks are required for all individuals, at all times.
- There will be drive through stations to turn in paperwork, medications, drop-off luggage, and camper drop-off.
- Staff and volunteers assisting with check-in are required to wear masks and will sanitize hands between interactions with guests and luggage.
- Parents/guardians will remain in their vehicle until given further instructions.
- Extension Staff and volunteers will be available to assist campers with their luggage and to provide parents with check-out materials (camper medications, paperwork, etc.). A modified check-out process will be in place to ensure 6 feet physical distance is maintained between families. Masks are required for all individuals, at all times.

### **Food Service**

- Teams will have preset times to eat, as well as designated seating. Eating outdoors, physically distanced from others, is the preferred method, however it may be necessary to eat indoors at times.
- Food service will be provided by trained kitchen staff with support from trained volunteers. All food service guidelines and protocols from local health departments will be followed at all times.
- A single set of utensils and food tray will be given to each participant for the duration of the meal.
- Campers/volunteers may not congregate in the food preparation/serving area.
- Use of gloves and face covering is mandatory for foodservice staff preparing food.
- Staff must change gloves between tasks (for example: staff pauses to fill the water and then returns to food preparation).
- Staff must wash and sanitize hands frequently.
- Shirts and aprons worn by staff preparing and serving food must be clean.
- Food preparation and service surfaces must be thoroughly sanitized prior to use, between tasks, and after tasks. (American Camp Association Field Guide for Camps, 2020, p. 39)
- Larger serving portions will be available upon request to prevent the need for individuals to come through the serving line for second helpings. Second trips through the line will not be allowed.

### **Camp Equipment**

- All camp equipment (bows, rifles, canoes, kayaks, paddles, etc.) will be thoroughly wiped down before and after individual use with a CDC approved sanitizing solution. (American Camp Association Field Guide for Camps, 2020, p. 54)

- All PFDs (lifejackets), helmets, harnesses, safety goggles, and other equipment that a camper would wear, are disinfected between every single use through a CDC approved chemical and disinfectant process. (American Camp Association Field Guide for Camps, 2020, p. 35)
- All sports equipment will be utilized by one team at a time, then disinfected prior to another team's use. In some situations, each team may be supplied their own sports equipment for use.

### **Large Group Activities and Smaller Classes**

- All full-camp activities that have occurred in the past will be modified to meet the current physical distance guidelines and will be offered in small intact teams.
- We are limiting our activity groups to no more than two cabins per team. Teams will travel together to and from activities with no close interaction with other teams. Physical distance and mask mandates will be in place. (American Camp Association Field Guide for Camps, 2020, p. 54)
- Teams will observe if activity areas are occupied and either wait at a safe distance or move to another area.

### **Rainy Days**

- Each team will have a specified area where they will be based if there is a thunderstorm.
- In light rain, activities will proceed as usual as we have done in previous years. We encourage campers to arrive to camp with appropriate rain gear, ponchos, etc.
- In the event of severe weather, we will follow our Emergency Management Plan, providing shelter to all individuals. Masks must be worn when taking shelter due to severe weather. Disposable masks will be available in all emergency shelters.

### **Swimming**

- Campers will be allowed to swim. (American Camp Association Field Guide for Camps, 2020, p. 35)
- By limiting the capacity of our camp population, physical distance while swimming can be achieved. Scheduled swim time will be coordinated to allow for the fewest individuals in the pool at a time.

### **Water Fountains**

- Water fountains will be closed this summer; however, there will be multiple hands-free water bottle filling stations available for use. We encourage individuals to bring a large reusable water bottle labeled with their name to camp. Single use cups will be available at various water cooler stations near program areas.

### **Classroom Cleaning/Sanitizing**

- Shared equipment will be sanitized before and after by the supplied wipes or sanitizing solution.
- This includes supplies, equipment, tables, chairs, doorknobs, light switches, sinks, etc. (American Camp Association Field Guide for Camps, 2020, p. 112)
- At the conclusion of the final class, all reusable supplies will be sanitized and left to air-dry by the class instructor.

### **Cabin Cleaning/Sanitizing**

- Cabins will be cleaned and sanitized by the cabin leader and minimum of twice per day.
- Using the supplied wipes or sanitizing solution, wipe down doorknobs, light switches, and bunk bed railings.
- Cabin Leaders should store the supplied wipes or sanitizing solution in a location where campers will not have access without supervision.

### **End of Week Packing/Clean-up**

- Class leaders will perform a deep clean of their class area, following the procedures listed above.
- Ensure that all personal belongings are returned to their owner before departing the cabin.
- Check under bunk beds for any misplaced items.
- Sweep the floor, look on and under all bunk beds for trash and place in the outside trashcan.
- Sanitize doorknobs, light switches, mattresses, bed railings using the supplied wipes or sanitizing solution.

## FREQUENTLY ASKED QUESTIONS FOR CAMP FAMILIES

### **What will group sizes be and how will camp implement physical distancing?**

The American Camp Association recommends using cohorts at camp to reduce disease transmission. (American Camp Association Field Guide for Camps, 2020, p. 62) Therefore, we are limiting our activity groups to no more than two cabins per team. Teams will travel together to and from activities with no close interaction with other teams. Mealtimes will be scheduled in a way that prevents teams from intermingling in or around the dining facilities and assigned seating will be mandated. By limiting our team sizes, if someone were to have symptoms, we would be able to isolate and trace contacts easily.

Masks are required to be worn outside when 6ft physical distance cannot be guaranteed and indoors, always, unless sleeping, eating, or showering. Assigned seating at meals and bunk bed positioning in cabins will maintain 6ft physical distance. Sneeze barriers may be installed in the dining hall if 6ft physical distance cannot be guaranteed. This will vary by camp location.

### **What will happen if individuals present COVID-19 symptoms?**

The individual will go to the Health Office to visit the Health Care Provider (HCP). Within the Health Office is an isolation room with a restroom. The HCP, wearing upgraded personal protective equipment including mask, gloves, gown, and face shield will ask screening questions and take the patient's temperature. If the patient has a temperature of 100.4 or higher or presents any of the symptoms listed as potentially having a COVID-19-like illness, the emergency contact will be notified immediately, and the child will need to be picked up and taken home as soon as possible. The individual will remain in isolation, under the care of the HCP, until they are picked up. Their belongings will be packed up by cabin leaders wearing masks and gloves and brought to the Health Office to await departure. The cabin of the affected individual will be cleaned and disinfected by the cabin leader(s).

If an individual becomes ill during the middle of the night, they will remain in isolation at the Health Office, under the care of the HCP and University of Kentucky employees, until morning. The departure protocol, as listed above, will then be followed.

### **How will camp staff be screened to make sure that they are symptom-free?**

Camp program staff, foodservice staff, maintenance, housekeeping, and administration will complete daily screening and temperature checks.

### **How will campers practice physical distancing in the water?**

Research thus far does not show any evidence of viral transference in the water (American Camp Association Field Guide for Camps, 2020, p. 33). However, swimmers will maintain physical distance in water activities to account for airborne transmission risk. Swimmers will wash their hands before going to the pool or waterfront and sanitize their hands before and after the activity. Program staff will wash lifejackets and canoe/kayak paddles in a disinfecting solution and hang to dry after use.

### **Will campers have fun at camp?**

Camp is about experiencing safe, fun adventures while making friends in an amazing place! We are committed to keeping campers safe as our first priority. This summer we have added methods to ensure a healthy camp environment and we are committed to creating the same magical experiences that make great memories for everyone!

### **What can I do as a parent to prepare my child for camp this summer?**

We all want camp to be a positive experience! We want the campers to make friends, go on adventures, learn more about themselves, others, and their world! We ask you to frequently discuss with your camper: how to wear a mask, how to ensure good hygiene like proper hand washing, to avoid touching their face, and what 6 feet of physical distance is. We are promoting healthy habits at camp and we appreciate your help.

We also ask you to complete the 14-day pre-camp health screen for your camper and we recommend that you limit travel and contact with others in the 2 weeks prior to your camper's arrival to camp.