

Camp Tannadoonah Summer 2020 COVID-19 Policies and Procedures

The following outlines the intended procedures to be followed by Camp Fire River Bend and Camp Tannadoonah in order to operate residential summer camp for the summer of 2020. These plans were developed with the intention of minimizing risk of exposure to, and outbreak of, COVID-19. It does not serve as a guarantee of the exact implication of the procedures outlined below and may be modified or suspended in part and in entirety in response to new information.

Camper Configuration: Program elements and operations will be modified to ensure small groupings and social distancing protocols between camper groups. Program elements that cannot function for small groups or with social distancing protocols have been eliminated.

- **Check In/Check Out**
 - Check in and check out will follow staggered arrival pattern, which will be communicated in advance. Parents/guardians will not be permitted to leave the parking lot area.
 - Upon parking, parents/guardians will receive a screening form to fill out for each camper and will be instructed to fill it out in their car. After completing the screening form, campers and parents/guardians will report to designated location for additional screenings, paperwork, and to wash/sanitize hands.
 - Staff assisting in the check in/check out areas will be required to wear masks during this process. Parents will be encouraged to wear masks outside of their vehicles.
 - Staff who assist campers in moving their luggage and other materials will wash their hands after touching camper belongings.
- **Camper Lodging**
 - Campers will occupy single housing units (aka cohorts) at a capacity of no greater than 12 campers and 3 staff members. Housing assignments for staff will not change for the duration for the summer. Campers that come for multiple consecutive sessions will also have the same housing and bunk assignments whenever possible.
 - Campers beds will be arranged so that they sleep head-to-toe.
- **Program Activities**
 - Campers will participate in programs in their cohort. Activities will be led by the staff in that cohort with support from program staff and administrative staff.
- **Meals and Food Service**
 - Meals will be prepared and served by trained food service staff.
 - Campers and staff will eat with their cohorts at assigned tables in three designated dining areas, and will enter and exit the dining hall through a designated door. Whenever possible (weather permitting), meals will be eaten outdoors at picnic tables.
 - Campers will sit at the same assigned table all week with their cabin counselor(s) and cabin mates.
 - Meals will be served by the trained food service staff via cafeteria line.
- **Large Group Program Elements**
 - Large group programming will only take place if appropriate social distance is possible with modifications. Any large group activity that cannot enable safe social distancing between groups will not occur. Examples of acceptable large group programs include:
 - Large group games that allow campers to participate at stations with their cohort.
 - Large group performances that allow campers to observe while sitting with their cohort and spaced apart from other cohorts.

- Large group ceremonies that occur at the same time but in more than one location to ensure enough space for campers to sit in their cohort and be appropriately spaced.
- **Mask Use**
 - Staff interacting with parents/guardians during check-in, check-out, or other times will be required to wear masks.
 - Staff will also wear masks when indoors with campers, except when eating or sleeping.
 - Campers and staff may wear masks as desired at any time.
- **Emergency Procedures**
 - Procedures will be modified as much as possible to allow for social distancing of groups. However, the immediate health and safety of all campers and staff will be prioritized in situations of a missing campers, lost swimmer, fire, severe weather, or other critical emergency.

Sanitization Procedures

- Up-to-date knowledge of virus transmission will be utilized and considered.
 - General Common Spaces
 - Sanitized daily.
 - Nurse's Cabin
 - Unoccupied exam room will be left sanitized and closed. Room will be sanitized after every use by the health staff. Common area will be sanitized three times a day at a minimum.
 - Exchangettes Cabin/Quarantine Cabin
 - Will be sanitized once a day, and after use by any camper or staff member.
 - Dining Area
 - Sanitized after every meal and after any other use.
 - Bathrooms
 - Sanitized at least two times per day.
 - Cabins
 - Cleaned and sanitized daily.
 - Kitchen
 - Follow Health Department guidelines. Only kitchen staff will be permitted in the kitchen.
 - Cooking equipment will be washed and sanitized between each use.
 - All food surfaces will be sanitized after each use.
 - All high-touch surfaces will be sanitized daily. (Light switches, door knobs, sink faucets, refrigerator doors).
 - Program areas (indoor)
 - Supplies will be sanitized between each cohort.
 - Program space will be sanitized at minimum daily, and after each use.
 - Program areas (outdoors)
 - Supplies/equipment sanitized between each cohort.

Health Procedures and Precautions: In addition to standard health procedures, the following additions and modifications will be made to minimize COVID-19 risk.

- Pre-Arrival for Campers
 - All families will be contacted to complete a health assessment within 7 days of arrival.
 - Parents will be asked to track symptoms and temperature for all campers for 14 days prior to arrival at camp.
- Pre-Arrival for Staff
 - All staff members and volunteers will monitor, track, and submit their symptoms and temperature for 14 days prior to their arrival on camp or involvement in the summer camp program.
 - Staff will also be tested for coronavirus prior to their arrival for staff training.

COVID-19 EAP (Suspected or Confirmed Positive Case)

Initiation- Within 15 minutes

1. If a camper or staff member is suspected to have COVID-19 symptoms, they will be immediately taken to the designated quarantine cabin and the medical staff will be notified immediately.
2. The Leadership team is notified by the nurse and will switch to designated radio channel.
3. The Assistant Director instructs the camper or staff's cohort to isolate-in-place in their cabin.
4. Camp medical staff will put on appropriate PPE and evaluate the patient.
5. The Camp Director will monitor phones and email while instructing all available staff to prepare to sanitize all spaces.

Potential Case- Within 30 minutes

1. The Camp Director works with the Camp Ranger to initiate a full camp sanitization with current available staff, with priority being the shower house and dining hall.
2. The Head Counselor will monitor affected cabin and campers and facilitate cleaning of space.
3. The medical staff will continue to provide care and evaluation while continuing to update the Camp Director. Medical staff will also call for emergency transportation if needed for life threatening symptoms.
4. The Camp Director informs Camp Fire River Bend CEO of current situation and status.

If a positive case is suspected- Within 2 hours

1. Sanitization, camper supervision, and medical response have been delegated by Leadership staff.
2. The Camp Director will contact the patient's guardian to notify them and determine transfer of care to medical facility. If the patient's guardian cannot transport the patient within 3 hours, the COVID Nurse will transport the patient to **Three Rivers Health Center in Three Rivers, MI**. The COVID Nurse will be responsible for communicating test status with the Camp Director. If a patient's guardian can provide transportation, they will meet the patient with the medical staff and Camp Director at the welcome center of Camp Tannadoonah and transport them by private vehicle to be tested. The guardian will be responsible for communicating test status with the Camp Director. The patient will take all belongings with them when leaving camp.

3. The Assistant Director will contact **Three Rivers Health** (269-278-1145) to alert them to a potential COVID-19 case at Camp Tannadoonah, and the patient's estimated arrival time.
4. The Head Counselor will continue to communicate with the affected cabin and help coordinate food delivery from kitchen if members of the cabin are isolated for an extended period of time.

If a case is confirmed

1. The Camp Director sends a prepared email notifying all current camper families of the possible case of COVID-19, the procedures being taken, and the options for pick-up if desired. The Director will also contact the health department and provide any media communication if necessary.
2. The Camp Director will communicate to all Camp Tannadoonah staff that a camper/staff has tested positive for COVID-19 and has been sent home. All staff will be asked to implement additional daily screenings for themselves and campers, as well be vigilant for signs and symptoms of COVID-19.

If a negative case is identified

1. Regardless of positive or negative test results, the camper/staff that presented with symptoms of COVID-19 will be sent home. The Camp Director will contact the family if they were not previously able to pick up the camper for testing.
2. All campers and staff will have 3 temperature and symptoms checks per day for the next 48 hours.
3. The Camp Director will notify parents of campers in the affected housing unit of the negative case and actions that were taken. At no time will the camper or staff member be identified.
4. The Assistant Director will meet with the cabin to update them on the patient's departure and ask them to be aware of COVID-19 signs and symptoms.
5. The Camp Director will communicate to all Camp Tannadoonah staff that a camper or staff member has tested negative for COVID-19.

End Result

- Impacted camper/staff is transferred to the care of their family and medical professionals.
- All camp facilities including housing are sanitized.
- Campers and staff are released to their scheduled activities.
- Parents of current campers are updated and informed as appropriate.
- Public messaging and communication are managed.

Resources

- <https://www.acacamps.org/resource-library/coronavirus/camp-business/camp-operations-guide-summer-2020>
- <https://campnurse.org/>
- https://www.michigan.gov/documents/lara/Day_Camp_Guidelines_-_06.02.20_-_FINAL_TO_PUBLISH_692694_7.pdf