

COVID-19 Handbook

Camp Sealth Outdoor Connections Program

Introduction

The health and safety of our youth participants, staff, and the greater island community will always be our first priority. The COVID-19 “Playbook” is intended to inform parents and staff of the safety precautions and health protocols we will be following during the Outdoor Connections program at Camp Sealth. This is a partnership effort between camp and families – parents and campers must be willing to follow all COVID safety guidelines in order to ensure a healthy environment for everyone.

We must be clear that we cannot make a 100% guarantee that there won't be a COVID exposure in our program; there will always be a level of risk in bringing groups of people together. But we will ensure that we are meeting all state and local requirements. Specifically, we are following the [Guidance for Child Care, Youth Development, and Summer Day Camps](#) from the Washington State Department of Health. In addition, we will use resources from the [Camp Operations Guide Summer 2020](#) developed by the American Camp Association, our accrediting organization.

Every family situation is different, and only you can determine whether participation in our program is in your family's best interest. Children who are in a high-risk category, or who live with high-risk family members, should consult with a health care provider before participating in our program.

COVID-19 Information

COVID-19 is a respiratory illness caused by a new coronavirus that was not identified in humans before December 2019. It usually causes a mild illness, and most people recover on their own, but it can develop more serious complications, especially in older people or those with chronic illnesses. Some people display symptoms such as fever, cough, and shortness of breath, and others do not show symptoms at all (but can still transmit the virus to others). The best ways to prevent the spread of COVID-19 are to stay home when sick, wear a face mask when you go out, avoid large groups of people, wash your hands frequently, and to stay at least 6 feet away from others whenever possible.

For more information about COVID-19, how to prevent getting sick, and what to do if you get sick, go to the [Washington State Department of Health](#) website.

Communication

The main point of contact for all questions or concerns related to COVID-19 is Carrie Lawson, Summer Camp Director (contact info below), or either of the other administrators listed below. **Immediate notification is required** if a child is sick or exposed to someone infected with COVID-19, or is awaiting test results for COVID-19.

Carrie Lawson
Summer Camp Director
carriek@campfireseattle.org
Office: 206-463-3174 ext. 35
On-Duty Number: 206-612-5179

Meaghan Baumgartner
Summer Camp Program Manager
meaghanb@campfireseattle.org
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Josh Cunningham

Outdoor Education & Retreats Program Manager

joshc@campfireseattle.org

Office: 206-463-3174 ext. 34

E-mail will be the primary mode of communication with parents. We will notify you by email if there is a change in our program or procedures, if there is any possible exposure to COVID-19 at camp, or with any other important updates.

Health Screening

Every camper and staff member will complete a health screening before they are allowed on site. Staff will complete their health screening on paper at the office when beginning work. The health screening form for campers is online and can be completed at home before arriving at camp. Alternatively, you can fill out the form on paper when you arrive at camp.

[Health Screening Form](#)

Health screening questions include:

- In the past 72 hours, have you had any of the following symptoms (not attributable to a known condition): cough, shortness of breath or difficulty breathing, fever of 100.4°F or higher, sore throat, chills, new loss of taste or smell, muscle or body aches, nausea, vomiting, diarrhea, congestion, running nose, or unusual fatigue?
- In past 72 hours, has anyone in your household had any of the symptoms listed above?
- In the past 14 days, have you been in close contact with anyone suspected or confirmed to have COVID-19?
- In the past 24 hours, have you taken any fever-reducing medication?

In addition, staff and campers will have their temperature taken on arrival. If the answer to any of the above questions is “yes”, or if the person has a fever above 100.4°F, they will not be allowed to stay at camp.

Drop-Off & Pick-Up Procedures

We do not recommend that families from different households carpool, especially if children riding in the car are in different groups at camp. If carpooling is necessary, we strongly recommend that everyone wear masks in the car.

On arrival at camp, campers and parents will remain in their car through the check-in process; you will be directed where to go. Everyone age 5 and older (parents, campers, and staff) are required to wear masks during check-in. A staff member will take the child’s temperature and verify that the health screening is completed. The camper(s) may then exit the vehicle and join their group.

At pick-up, parents must remain in their car and wait for their child to be brought to them. **Photo ID is required every time**, and the pick-up person must be a parent or authorized pick-up adult. The pick-up person will show ID, briefly removing their mask, while the staff member stands 6 feet away to verify identity.

If parents must get out of the vehicle at drop-off or pick-up for any reason, they must wear a mask, and should wash hands or use sanitizer before and after touching anything.

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Masks/Face Coverings

All staff and campers age 5 and older are required to wear cloth face coverings (masks) at all times, except when eating or drinking. Those who are 3 and 4 years old are recommended to wear masks, but it is not required. We strongly recommend that children bring a spare, clean mask in case theirs gets lost or dirty. Masks must fully cover the nose and mouth, and should be washed each day. If a child has a disability or medical need which makes mask-wearing a challenge, please let us know so that we can make an accommodation.

Prevention Strategies

All of the following strategies are recommended by the Washington State Department of Health. Our primary focus is on small, consistent groups that work with the same staff each day, limit touching or sharing of equipment, utilizing the outdoors whenever possible, and maintaining 6 foot social distance.

Camper Groups

The maximum camper group size is 10 youth with either 1 or 2 staff members (counselors). Counselors will remain consistent from week to week with the same group of campers. Each group will function independently and will not participate in activities or occupy the same space with other groups. If we have to make a change, either by moving campers or staff, we will make as few switches as possible.

Staying Outdoors

Groups will stay outdoors whenever possible. Each group will have one designated indoor space to be used only when necessary, such as in extreme weather. Groups will have their own separate space, not shared with any other group. All indoor spaces will be well-ventilated with open windows and doors, and large enough to allow for social distancing.

Social Distancing

Social distancing (at least 6 feet apart) will be the standard when both indoors and outdoors. Each indoor space will have floor markers to indicate 6 feet of distance to help kids understand spacing. When seated at tables (indoors or outdoors), campers and staff should be staggered at the tables to stay 6 feet apart. Games and activities will be facilitated in a way that encourages distancing.

Handwashing

Campers and staff must practice frequent handwashing, to reduce transmission from touching shared surfaces. As a standard practice wash hands at the start and end of the day, when transitioning between activities, before and after eating, after using the restroom, when removing or putting on a mask, and after sneezing or blowing your nose. Washing hands with soap and water for at least 20 seconds is always preferable; use hand sanitizer only when handwashing facilities are not readily available.

Equipment & Supplies

Equipment and supplies should be individualized whenever possible (not shared) – for example, each child has their own pair of scissors or bottle of glue. If equipment must be shared, it needs to be wiped down between use with sanitizing wipes or cleaning spray and paper towels. We cannot use shared items that are not easily cleaned, such as playdough or stuffed animals.

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Differences for Pre-K Group

Understanding that preschoolers may not be able to adhere to the same expectations as older children, staff will make every effort to encourage social distancing. Preschoolers (age 3 and 4) are recommended to wear masks, but it is not required. We recommend that masks have a tie to keep masks from getting lost. Pre-K activities will take place outdoors and in spaces where kids can spread out as much as possible. Staff working with 3- and 4-year-olds should protect themselves by wearing long-sleeved shirts and long hair tied up or back. Frequently used toys will be disinfected as often as possible.

Camper Orientation

On the first day of the program, each group will go through a camper orientation. We will also review these topics periodically as needed, or if a new person joins the group. The orientation will include:

- What is COVID-19/Coronavirus and how is it spread?
- Masks
- Social distancing
- Washing hands
- What to do if you feel sick

Staffing

All staff who work at camp must have a full understanding of these procedures and be able to implement and enforce them with campers. Staff will go through a thorough training on COVID safety procedures during the staff training week.

Staff working directly with camper groups will stay with the same assigned group every day. If another staff must work with the group, either to lead an activity, to provide support, or to cover a staff member's absence, they will first wash hands, wear a mask at all times (as all staff will), and remain 6 feet or more away from the campers.

Food

Lunch and snacks will always be eaten outside, utilizing outdoor covered areas when necessary. Campers and staff must be seated at least 6 feet apart. Masks may be removed for eating. Wash hands before and after eating. Individually prepared and bagged sack lunches will be provided for those who request a camp lunch. Campers may not share food with each other. Any snacks provided will be pre-packaged in individual portions.

Cleaning

Frequent disinfection of common areas or shared spaces is critical to preventing the spread of COVID-19. In shared-use areas such as bathrooms, high-touch surfaces, such as light switches, counters, faucets, dispensers, and door handles will be disinfected approximately every two hours and at the end of every day. Shared equipment or supplies must be disinfected between groups.

All cleaning products must be on the EPA approved list of cleaners ([link to site below](#)). If bleach is used, use 5 tablespoons of 6% bleach per gallon of water. Cleaners should only be applied when children are not present. Apply the cleaning solution and then leave the surface wet for at least one minute. Staff must wear masks and gloves while cleaning, and wash their hands before and after.

[EPA List of disinfectants for use against SARS-CoV-2 \(COVID-19\)](#)

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If someone becomes sick

If a child has illness symptoms at home, they must stay home and report to the camp point of contact (listed above). If symptoms occur while the child is at camp, we will move them to a safe, separate area supervised by staff; parents will be contacted for immediate pick-up. All other parents in the same group will be notified and given the option for immediate pick-up or to wait until the end of the day. Any equipment, supplies, or spaces utilized by the sick individual must be completely disinfected before being used again. If a confirmed positive COVID-19 case is reported, all participants will be notified, ensuring the privacy of the individual.

The chart below indicates the steps that will be taken if a camper or staff member becomes ill.

	<i>The affected individual(s) and other household members</i>	<i>Campers & staff in the same group or those with close contact</i>	<i>All other camp participants and staff</i>
If a camper or staff member is sick with symptoms that are not COVID-related	<ul style="list-style-type: none"> • Must stay home • Must notify camp staff ASAP • Contact health care provider about COVID testing 	<ul style="list-style-type: none"> • Will be notified and given the option to stay home 	<ul style="list-style-type: none"> • Will be notified and given the option to stay home
If a camper or staff member has COVID symptoms	<ul style="list-style-type: none"> • Must stay home • Must notify camp staff ASAP • Contact health care provider about COVID testing 	<ul style="list-style-type: none"> • Must stay home until the individual is tested • May return if the individual tests negative 	<ul style="list-style-type: none"> • Will be notified and given the option to stay home
If there is one confirmed positive case of COVID, or more than one in the same group	<ul style="list-style-type: none"> • Must stay home • Must notify camp staff ASAP • Seek treatment from a health care provider • Others from the same household should contact health care provider about COVID testing 	<ul style="list-style-type: none"> • Must stay home and will be advised to quarantine • Observe for symptoms • Contact a health care provider regarding testing 	<ul style="list-style-type: none"> • Will be notified and given the option to stay home
If there are two or more confirmed positive cases of COVID, in different groups	<ul style="list-style-type: none"> • Must stay home • Must notify camp staff ASAP • Seek treatment from a health care provider • Others from the same household should contact health care provider about COVID testing 	<ul style="list-style-type: none"> • Must stay home and will be advised to quarantine • Observe for symptoms • Contact a health care provider regarding testing 	<ul style="list-style-type: none"> • The program will close for a minimum of two weeks • Everyone must stay home and will be advised to quarantine • Observe for symptoms • Contact a health care provider regarding testing

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Returning to camp

An individual who was sick (with COVID-19 or a non-COVID illness) may return when:

- They have received a negative COVID test and are symptom-free, OR
- Their symptoms have improved, have been fever-free without the use of fever-reducing medications for at least 24 hours, AND at least 10 days have gone by since symptoms first appeared.

An individual who has been advised to quarantine may return when:

- They have received a negative COVID-19 test, OR
- Have quarantined for at least 14 days with no symptoms