

West Windsor Township Recreation Department 2020 Youth Summer Camp (Outdoors)

COVID - 19 Prevention - Policies & Procedures

COVID-19 is mostly spread by respiratory droplets released when people talk, cough, or sneeze. It is thought that the virus may spread to hands from a contaminated surface and then to the nose or mouth, causing infection. Therefore, personal prevention practices (such as handwashing, staying home when sick) and environmental cleaning and disinfection are important principles that are covered in this document.

This COVID-19 Operational Plan is developed pursuant to N.J. Executive Order 149 which allows for opening of Youth Summer Camps effective July 6, 2020. The plan includes written policies and procedures which must be adhered to in addition to all other regulations issued by the N.J. State Department of Health and guidance provided by the West Windsor Township Department of Health.

The West Windsor Recreation Department will be implementing this plan fully as camps begin operation in early July. Cooperation from parents, campers, and staff is required to reduce the risk of COVID-19 transmission and provide for a safe summer camping season. The various components of this manual are as follows:

I. Pre-Camp Training for Staff and Participants

The West Windsor Recreation Department will conduct on-line training for staff and campers/families at season orientation meetings which will include updates on the basic principles of emergency first aid, blood borne pathogens, infection control, hand washing practices, personal protective equipment (PPE) and COVID-19 signs and symptoms. At all times, staff will cooperate with state and local health officials should any situations arise that require investigation or follow-up.

II. Screening and Admittance to Camp Programs

Persons that have a fever of 100.4° or above or other signs of COVID-19 illness will not be admitted to the camp. Parents and staff are required to be on alert for signs of illness in children and to keep them home when they are sick. In order to effectuate this policy, we will institute the following protocols:

- A. At designated entry points, campers and staff must be screened for fever or signs of COVID-19 illness prior to being permitted to enter the camp or participate in camp programming. Symptoms related to COVID-19 include:
 - Fever or chills
 - Cough
 - Shortness of breath or difficulty breathing
 - Fatigue
 - Muscle or body aches
 - Headache
 - New loss of taste or smell
 - Sore throat
 - Congestion or runny nose
 - Nausea or vomiting
 - Diarrhea

Daily health surveillance screening for campers/staff will be conducted and results documented when signs and symptoms of illness are observed. Camp Management will be directed to isolate and remove any campers or staff if symptoms are related to COVID– 19.

III. Face Masks, Infection Control and Social Distancing Strategies

A. Face Coverings & Gloves

Staff and campers will wear cloth face coverings that completely cover the nose and mouth during drop off and pick up at camp. Staff and campers will wear face coverings when social distancing of 6 feet between individuals and/or assigned groups cannot be maintained, except where doing so would inhibit that individual's health or the individual is in extreme heat outdoors. Staff should perform proper hand washing and wear gloves provided by Camp Managers. Staff should wear gloves when handling or serving food to campers.

B. Infection Control Strategies

West Windsor Township Summer Camp management shall implement the following prevention and mitigation strategies to slow and limit COVID - 19 exposure and spread:

1. Require staggering drop off and pick up times to avoid large groups from congregating in one location. When campers are dropped off, parents and children must remain at a minimum of 6 feet from others at all times.
2. Communicate and educate staff, parents, and campers in COVID - 19 safety measures including:
 - Staying home when ill
 - Proper hand hygiene and respiratory etiquette
 - Wearing face coverings
 - Avoiding touching your face as much as possible
 - Reporting illnesses and symptoms to the Camp Director or other staff member at the camp immediately

C. Social Distancing & Other Infection Control Methods

1. Face coverings are to be worn by campers and are most essential in times when physical distancing is difficult to maintain.
2. Handwash and hand sanitizer stations will be provided in areas around the camp, and hand sanitizer will be provided to staff for their use and to share with campers.
3. Staff will implement enhanced cleaning and disinfection procedures using EPA approved disinfectants and following CDC guidance.
4. Campers will be discouraged from sharing of items that are difficult to clean, sanitize, or disinfect.
5. Infection control procedures will be instituted for areas around the camp, including entrances, dining areas, restrooms, and other areas prone to congregation.

6. There will be a limit on any non-essential visitors, volunteers, and activities involving external groups or organizations.
 - a. Visitors shall be required to wear cloth face coverings while visiting the youth camp unless doing so would inhibit the individual's health. If a visitor refuses to wear a cloth face covering for non-medical reasons and if such covering cannot be provided to the individual at the point of entry, the visitor will be denied entry.
 - b. Group events, gatherings, or meetings where social distancing of at least 6 feet between people cannot be maintained will be avoided. Group size will be limited to the extent possible.
 - c. Field trips and special performances will not be permitted.
 - d. If the camp becomes aware that an individual tests positive for COVID - 19, we will immediately notify staff and families of a confirmed case while maintaining confidentiality.
7. Actions to take in response to individuals exhibiting signs and symptoms of COVID - 19 (e.g. fever, cough, shortness of breath) while on-site:
 - a. Immediately separate the ill person from the well people until the ill person can leave the camp. The caregiver attending to the ill camper and the camper should wear a face covering and maintain social distancing within the care area.
 - b. Staff members will be sent home and advised on next steps by the Camp Director.
8. Individuals with Suspected or Confirmed COVID-19:
 - a. Individuals (e.g., children, care providers, or staff) who have symptoms consistent with COVID19, will be sent home or denied entry. Refer to the isolation and quarantine time table below to determine when they may return.
 - b. COVID-19 symptoms include cough, shortness of breath or difficulty breathing, fever (100.4° F or higher), chills, muscle pain, sore throat, new loss of taste or smell, or other signs of new illness that are not related to a preexisting condition (such as seasonal allergies).
 - c. A suspected case is a person who shows symptoms of COVID-19 but has not yet been tested or is waiting for test results. A confirmed case is a person (with or without symptoms) who received a positive result from a COVID-19 laboratory test.
9. Isolation & Quarantine - timetable for return to camp facilities:

The following provides information on isolation and quarantine and when individuals may return to childcare facilities.

- a. Individuals who have symptoms of COVID-19 AND
 - have tested positive (by PCR, rapid molecular or antigen testing) OR
 - have not been tested (i.e. monitoring for symptoms at home)

Should stay home and away from others until:

- i. At least 10 days have passed since their symptoms first appeared AND
- ii. They have had no fever for at least 72 hours (three full days without the use of medicine that reduces fever) AND

- iii. Other symptoms have improved (for example, symptoms of cough or shortness of breath have improved)
- b. Individuals who have NO symptoms and have tested positive should stay home and away from others until:
 - i. 10 days have passed from the collection date of their positive COVID-19 diagnostic test AND they have not developed symptoms.
- c. Individuals who have symptoms and have tested negative should stay home and away from others until:
 - i. 72 hours after their fever has ended without the use of fever reducing medications and other symptoms improve.

*Close contact is defined as being within 6 feet for at least a period of 10 minutes. **Siblings and household members should also remain at home for 14 days.

- d. If a suspected or confirmed case of COVID-19 infection occurs in one defined group within the camp, the ill person will be sent home.
 - I. Other staff and children in the group would be considered close contacts of that case and must be quarantined in their homes for 14 days.
 - II. Parents/guardians and staff facility-wide will be informed of the situation.
 - III. The CDC guidance for cleaning and disinfection should be followed.
 - IV. Other groups within the camp may continue to function, with daily and vigilant screening for illness occurring and social distancing and personal and environmental hygiene measures strictly adhered to.
 - V. If suspected or confirmed cases occur in multiple groups within the camp, then all operations within the camp may need to be suspended.

- 10. Should a staff member or camper test positive for COVID-19, the West Windsor Health Department will be notified immediately as well as the NJ Department of Health and, in addition, response will include the following:
 - a. Establishment of an isolation space
 - b. Adequate amount of personal protective equipment (PPE) will be made available, accessible, and provided for use
 - c. The Camp Director shall contact the West Windsor Health Department and the State Health Department Youth Camp Safety Project, for guidance. The appropriate State or Local Health official will provide direction if a camp closure is warranted, following the identification of positive case(s) at the camp. The duration of closure may be dependent on staffing levels, outbreak levels in the community and the number of close contacts the camper had. Staff and children are discouraged from attending another facility if the camp is closed.
 - d. Staff will assist the Camp Director in identifying close contacts of positive COVID-19 cases. This should be done in conjunction with the West Windsor Health Department.

- e. Staff will close off areas used by a sick person and not use these areas until after cleaning and disinfecting them (for outdoor areas, this includes surfaces or shared objects in the area, if applicable).
- f. To reduce the risk of exposure, we will wait at least 24 hours before cleaning and disinfecting. If 24 hours is not feasible, we will wait as long as possible.

11. Actions to take on returning a staff or camper after COVID - 19 Diagnosis or Exposure

- a. Close contacts and/or sick staff members or campers should not return to camp until they have met CDC's criteria and the West Windsor Health Department's clearance to discontinue home isolation.

IV. Protocols for Camp Facilities

- A. All camp programs will be held outdoors. Staff will arrange staggering of activities to minimize intermingling between groups of campers. Physical barriers will be provided where necessary and social distancing of 6 feet will be maintained as well as frequent handwashing.
- B. Policy and procedures for cleaning and disinfection: Routine daily cleaning and disinfection prior to camp opening and as much as possible of common surfaces such as shared equipment (staggered use,) benches, tables, seats and bathrooms. This also includes disinfecting of all shared objects, equipment, supplies, etc. using an approved sanitizer as outline by the CDC.
- C. Signage will be posted promoting show social distancing, handwashing, face coverings, and other prevention methods.

V. Attendance Requirements

- A. Ensure, to the maximum extent possible, that groups include the same group of children each day and that the same staff remain with the same group of children each day. Ideally, groupings developed on the first day will remain intact throughout the duration of the camp session or season whichever is longer.
- B. Camp staff will minimize camper movement between groups. Groups shall stay together and if interactions with other groups occur, social distancing must be maintained between groups.
- C. Staff and campers must social distance and wear face covering especially when social distancing cannot be maintained.
- D. Proper Staff ratios for campers must be maintained according to the New Jersey Youth Camp Safety Standards.
- E. If campers bring their own food or drink, social distancing is to be provided during consumption of any food or drink items.

VI. Sports Activities

- A. When participating in any sports activities, campers should adhere to social distancing procedures.
- B. Campers and staff must be cognizant of sports etiquette regarding social distancing and hygiene (i.e., no spitting, high-fives, handshakes, etc.)
- C. Staff and campers should avoid use of items that are not easily cleaned, sanitized, or disinfected (i.e., soft or plush toys, equipment, or supplies)
- D. Reusable items for use by staff and campers should be cleaned, disinfected and air-dried after each use and prior to being reused.

VII. Questions, Concerns, More Information

- A. Questions or concerns are to be directed to the West Winsor Township Recreation Office at (609) 799-6141.
- B. Further guidance provided by the Center for Disease Control (CDC) is available at <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/youth-programs-decision-tool.html>