

## **Tucker Arts Camp COVID-19 Health and Safety Guidelines for Summer Camp 2020 (5/21/20 draft)**

Based on CDC and OHA Guidance 2357 issued May 15, 2020

Camps are an important enrichment activity for school-aged children and are also important as a source of childcare for many working parents. Tucker Arts Camp will make safety and public health its highest priority at this summer's camp based on the following guidelines.

### Operational Guidelines.

#### TAC Communicable Disease Management Plan

Based on Oregon Health Authority and the Centers for Disease Control Guidance, Tucker Arts Camp (TAC or Camp) has developed this written communicable disease management plan. This plan includes: protocols to notify the Multnomah County Health Department, Public Health Division of any confirmed COVID-19 cases among campers or staff; a process of record keeping to assist the County as needed with contact tracing; a protocol for screening campers and staff for symptoms; a protocol to restrict from camp any ill or exposed persons; and possible cessation of camp activities if needed.

- TAC will keep daily logs for each stable group of not more than ten children that conforms to the following requirements to support contact tracing of COVID-19 cases if necessary:
  - Child's name
  - Drop off and pick up times
  - Adult completing both drop off and pick up
  - Adult emergency contact information
  - All staff that interact with stable groups of children (including any floater or substitute staff)
  - Registration paperwork or online enrollment (and other regular means by which camp collects information from campers) must contain all contact information for all campers and staff.

This log information will be maintained for a minimum of 8 weeks after completion of all camp weeks.

- TAC will restrict from camp any camper or staff known to have been exposed (e.g., by a household member) to COVID-19 within the preceding 14 days.
- TAC will communicate advice to staff not to work, and guidance to parents and caregivers not to bring their child to Camp, if they or anyone in their household have recently had an illness with fever or a new cough. They should remain home for at least 10 days after illness onset and until 72 hours after fever is gone, without use of any fever reducing medicine (e.g., Tylenol, etc.), and COVID-19 symptoms (fever, cough, shortness of breath, and diarrhea) are improving. Staff or campers who have a cough that is not a new onset cough (e.g. asthma, allergies, hay fever, etc.), do not need to be excluded from camp. TAC may consider collecting information about existing conditions that cause coughing on intake forms.
- If anyone who has entered camp is diagnosed with COVID-19, TAC will report to and consult with the County Health Department regarding cleaning and possible art studio or program closure.
- TAC will report to the County Health Department any cluster of illness (more than one) among the summer camp program staff or campers.

### General Guidelines

- TAC will twice daily remind all staff and parents to keep themselves and their children home with any illness involving fever, new cough, or shortness of breath (at drop off and pickup). There also be

signs at every door to remind parents and caregivers. TAC will send emails weekly or more to remind parents of these guidelines and update them as to any changes.

- Individuals should stay and remain home for at least 10 days after illness onset and until 72 hours after fever is gone, without use of fever reducing medicine, and COVID-19 symptoms (fever, cough, shortness of breath, and diarrhea) are improving.
- TAC will provide handwashing facilities (sinks), soap, paper towels, tissues, and garbage receptacles that are easily accessible to both children and staff.
- All persons at Camp will be required to wash their hands hourly (and after using the restroom, before and after meals, after coming inside, after sneezing, blowing their nose, or coughing) with soap and water for at least 20 seconds. Campers will be asked to sing the birthday song twice every time they wash their hands to ensure long enough time for washing.
- Except when eating, preparing, or serving food and after using the restroom, alcohol-based hand-sanitizing products (60 to 95% alcohol) may be used as an alternative to handwashing. If soap and water is not feasible (away from sinks, on the playground), alcohol-based hand sanitizing products may be used; however, every effort will be made to facilitate soap and water handwashing. Hand sanitizer must be stored out of reach of campers younger than 5 years of age when not in use.
- Staff and campers will be reminded frequently of the importance of respiratory etiquette as outlined below:
  - Cover coughs and sneezes with a tissue or elbow;
  - Throw any used tissue away immediately into a garbage receptacle; and
  - Clean hands after covering coughs and sneezes, and after throwing away used tissues.
- Staff will wear face shields at drop off and pick, when checking temperatures, or isolating any campers due to potential symptoms.
- Face coverings will not be required for use by children and should never prohibit or prevent access to instruction or activities.
- If a parent or caregiver requests, children over the age of 3 may wear face masks if under close adult supervision, if the parent or caregiver provides the mask. Parents cannot provide masks for children other than their own.
- Children of any age will not wear a face covering:
  - If they have a medical condition that makes it difficult for them to breathe with a face covering;
  - If they have a disability that prevents them from wearing a face covering (including hearing loss), unless a clear mask is made available;
  - If they are unable to remove the face covering independently; or
  - While sleeping (napping).
- To minimize contact during drop-off and pick-up, parents and caregivers must remain outside of the building for sign-in and sign-out of their children, and at all other times. TAC will have separate and distinct location doors for drop-off and pick-up times, and prevent contamination from touch points (writing implements, clip boards, etc.). Every stable group will have its own drop-off and pick-up location and designated parking areas.

#### Screening for symptoms. What if someone is sick?

- TAC will check for new cough and fever for anyone entering the camp facility/area or interacting with campers and staff. Staff will check temperature of every camper upon drop-off every day. Individuals with a fever greater than or equal to 100.4° F will not be allowed to enter the grounds. Parents or caregivers must remain present during temperature checks. COVID-19 does not always present with a temperature or new cough. Symptoms of COVID-19 include fever and new cough, as well as, shortness of breath or difficulty breathing; fever; chills; muscle pain; sore throat; and new

loss of taste or smell. TAC staff temperatures will be checked daily before campers arrive upon order of arrival at camp.

- If a camper or staff member develops a new cough (e.g., unrelated to preexisting condition such as asthma), fever, shortness of breath, or other symptoms of COVID-19 during the camp day/class session, TAC will isolate them away from others immediately in one of the four classrooms or STEM Lab not being utilized, and send them home with a parent or caregiver as soon as possible. Campers will be accompanied at all times.
  - While waiting for a sick child to be picked up, a staff member will stay with the child in a room isolated from others. The staff caregiver should remain as far away as safely possible from the child (at least 6 feet), while remaining in the same room.
  - The affected individual will not be allowed to return to Camp and should remain home for at least 10 days after illness onset and until 72 hours after fever is gone, without use of fever reducing medicine, and COVID-19 symptoms (fever, cough, shortness of breath, and diarrhea) are improving.
- TAC will ensure that staff have flexible sick-leave and absentee policies that discourage staff from reporting to work while sick.
- If anyone who has entered the camp facility is diagnosed with COVID-19, TAC will report the information to and consult with the County Health Department regarding cleaning and potential need for closure.
- TAC will report to the County Health Department any cluster of illness among the summer program staff or campers.

#### Physical Distancing

- TAC will limit maximum stable camper groups of 10 or fewer children in a pod or studio (“stable” means the same 10 or fewer children in the same group each day).
  - Each stable group may change no more frequently than once each new week (e.g. for TAC operating on a weekly schedule, some campers will sign up for one week, while others for multiple weeks).
  - All after care will be carefully managed to maintain campers in the same stable cohort in which they will spend their day.
  - TAC 2020 will have a maximum of 5 stable groups of 10 each week since the facility or site can accommodate physical distancing for that number of campers and campers’ access to and utilization of restrooms, handwashing facilities, and activities will happen within these stable groups of 10. There will be only one preschool aged group each week of camp.
  - Stable cohorts will consist of campers and staff; the number of staff needed for a cohort does not count toward the total of 10. TAC counselors will remain with a single stable cohort as much as is practicable and feasible.
  - Staff who do interact with more than one stable cohorts will wear a face shield or mask, and wash/sanitize their hands before moving between stable cohort interactions.
  - After care: Stable groups will include the same campers during the camp day and during after care. Campers will always be in stable groups, even if there is only one of them in after care.
- TAC will ensure that each stable group remains in the same indoor physical space each day and does not intermingle with any other group.
- The number of TAC staff interacting with each group of children will be minimized; staff should be dedicated to a single group and not move between groups if at all possible. If “floaters” or different staff rotate with the stable group, they should be sure to sanitize their hands prior to entering the space with the stable group of children, and staff should wear face covering. Similarly, if

guest speakers come in, they should sanitize their hands on entering and exiting and wear face coverings. All staff will wash hands in the two separate bathrooms reserved for adults only.

- TAC daily activities and art studios will support physical distancing, where possible maintaining at least 6 feet between individuals. For example, TAC will revise camp for 2020 in the following ways:
  - Eliminate large group activities in the gym and all other areas (larger than a stable cohort)
  - Increase the distance between children during table or art studio work when possible
  - Plan activities that do not require close physical contact among multiple campers (including hand holding or touching)
  - As much as possible, designate equipment (e.g., art supplies, musical instruments, etc.) solely for the use by a single cohort and sanitize between uses. If equipment must be shared between cohorts, it will be sanitized before and after each use by a stable cohort. All toys and balls will be eliminated to avoid contact.
  - Minimize time standing in lines and take steps to ensure that 6 feet of distance between the campers is maintained as much as possible.
  - Restrict all non-essential visitors and volunteers.
  - In music studio, brass or woodwind instruments (e.g., recorders) will be eliminated as these instruments may disperse respiratory droplets farther than 6 feet.
- Parents and or other caregivers, other family including siblings and grandparents, will not be allowed to come to camp for special events (e.g., theater productions, showcases) this summer, even if 6 feet distancing between all persons can be maintained. Any emergency visitors must wear face shields or masks and sanitize their hands when they enter.

#### Intensify cleaning, disinfection, and ventilation

- TAC will clean, sanitize, and disinfect frequently touched surfaces (for example, playground equipment, stationary climbing frames, door handles, stair railings, sink handles, drinking fountains,) several times each day
- TAC will eliminate use of all items that are not easily cleaned, sanitized, or disinfected (for example, soft or plush toys, tablecloths).
- TAC will ensure safe and correct application of disinfectants and keep these products away from children following labeling direction as specified by the manufacturer.
- TAC will ensure that ventilation systems operate properly and increase circulation of outdoor air as much as possible by opening windows and doors, using fans, and other methods.
- TAC does not have air conditioning at this time.

#### Field Trips/Transportation

- Stable cohorts of campers and staff may walk to the goat pen with close supervision.
- Camp staff will document name of stable cohort(s) and staff including the date and time of any walk off campus.
- Campers will not travel off campus even within their stable group.
- Campers and staff are not allowed to use vehicles or other transportation to go off campus during the camp day. Campers and staff are required to bring lunch and snacks with them in disposable containers (see below).
- TAC staff may only drive with campers if they are their parents, caregiver, or baby sitter that week.
  - Vehicles must be cleaned between each trip to or from camp.
  - Camper and staff spacing in vehicles must allow 3 feet of physical distance between people.

#### Food and Eating

- TAC will observe all usual food handling and storage protocols and requirement (e.g.' gloves, etc.).
- Campers and staff will wash hands with soap and water prior to eating. In limited circumstances, where use of soap and water is not possible because of lack of running water, using alcohol-based hand sanitizer (60-95% alcohol) will be acceptable.
- Campers will be required to bring their own food and snacks for health safety reasons.
- Campers and staff will be instructed not to share food with other campers or staff.

#### Miscellaneous

- There is no swimming pool or swimming at Camp. Swimming pools are closed statewide.
- Camp will orient and train staff prior to the formal start of camp with physical distancing maintained. This will include an emphasis on training on COVID-19 facts, cleaning/sanitation protocols, and safety.
- TAC will create a plan for substitute staff if other staff suspect they are sick and must be absent.
- Campers and staff who are arriving to Camp from outside the Portland Metro Area or outside of the US must verify that they have been in the Portland Metro Area for 14 days without symptoms (fever, cough, shortness of breath) prior to the start of camp.
- During the COVID-19 crisis, child abuse reporting has gone down by more than 60% per day. TAC will include training to recognize and report suspected child abuse and neglect. Staff can report any suspected child abuse by calling 1-855-503-SAFE (7233). Additional resources can be found through the Early Learning Division and Oregon Department of Education.
- High risk employees and campers:
  - The nature of congregate gatherings raises risk for individuals with health conditions and or age that place them at higher risk of adverse outcomes with COVID 19. Campers and Employees in higher risk categories cannot attend camp where adherence to physical distancing is not likely to occur, unless a written exception is made by the Executive Director or Camp Director.
  - High risk is defined as
    - People 60 years and older;
    - People with chronic lung disease or moderate to severe asthma;
    - People who have serious heart conditions;
    - People who are immunocompromised
    - People with severe obesity (body mass index [BMI] of 40 or higher);
    - People with diabetes;
    - People with chronic kidney disease undergoing dialysis;
    - People with liver disease; and
    - Any other underlying conditions identified by the OHA or CDC.

#### Additional resources

- Signs regarding hygiene and COVID-19 will be posted on campus
- OHA provided Mask and Face Covering Guidance for Business, Transit and the Public
- OHA Guidance for the General Public
- OHA General Guidance for Employers
- CDC's Guidance and Decision Tree for Administrators in Parks and Recreational Facilities (below)

These Guidelines are based on OHA Guidance issued at the direction of the Governor under Executive Order No. 20-25.