

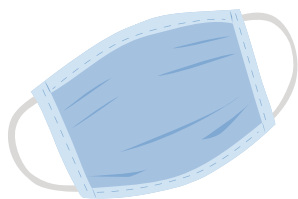
# COVID-19 Guidelines for Camp

## Camp Staff Responsibilities:

- Employees will adhere to the guidelines as established in the Holly Springs Parks and Recreation COVID-19 Personnel Procedures.
- Perform self-screening health assessment before reporting to work. If employee has experienced COVID-19 symptoms, notify supervisor and do not report to work.
- Supervisors will check in at arrival to confirm self-screenings and take employees temperature using a touchless thermometer. Employees with a fever will be excluded from working camp and sent home. Fever is determined by a thermometer reading of 100.4 or higher.
- Wear a face mask when interacting with participants and parents. Follow CDC guidance for wearing face coverings.
- Be alert to children that aren't feeling well.
- Instruct participants on proper hand washing/hygiene techniques. WASH HANDS OFTEN.
- Sanitize hard surfaces and high touch areas frequently. Tables and chairs will be cleaned and sanitized before and after each meal.

## Camp Procedures:

- Camps will operate with reduced staff to camper ratios to allow for spacing within facilities and social distance.
- Per Executive Order 180, participants are required to wear a face covering.
- Groups will remain separate for activities and meals to limit the mixing of participants.
- Where possible, camp activities will be modified to allow for social distance.
- No large group assemblies or field trips will be permitted.
- Camp facilities will be equipped with enough tables and chairs to allow for campers to maintain physical distance.
- When possible, use of shared supplies will be minimized and individual supplies/items will be provided and labeled for participants. Shared supplies and equipment will be cleaned and disinfected after each use.
- Participants are asked to provide their own lunch, drinks, water bottles, face covering and other personal items. Water fountains will not be accessible. Snacks provided by Holly Springs Parks & Recreation will be prepackaged and distributed by staff individually.
- Camp staff will follow NCDHHS guidance for cleaning and disinfection protocol.
- Participants or staff members exhibiting COVID-19 symptoms will be isolated from other participants and required to go home as soon as possible. Individuals who are sick or believe they might be sick will be excluded from camp until they can answer YES to the following questions:
  - Has it been at least 10 days since you first had symptoms?
  - Have you been without fever for three days (72 hours) without any medication for fever?
  - Has it been three days (72) hours since your symptoms have improved?



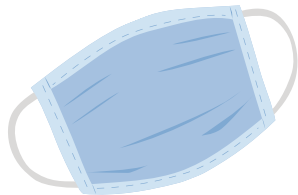
# COVID-19 Guidelines for Camp

## If a child or staff member presents symptoms of COVID-19 at Summer Camp:

- If a camper presents non-life-threatening symptoms (such as fever, cough, or shortness of breath) of COVID-19, he/she will be calmly yet immediately isolated in a separate space away from other campers. The camper will be provided a face covering to wear, if tolerated. The camper's parent/guardian will be contacted and required to pick up their child within 60 minutes of making contact. If a child's symptoms are life threatening, staff will contact EMS and the camper's parent, and follow directives given by EMS.
- In situations where a camper presents COVID-19 symptoms, the camper's family should have the camper properly tested for the coronavirus. The camper will not be permitted to return to the program until meeting CDC guidelines for re-admittance. Pro-rated camps fees will be refunded.
- All parents/guardians of that camp will receive same-day notification that a child in the program presented COVID-19 symptoms. Families will be encouraged to closely monitor their child(ren)'s health for possible development of COVID-19 symptoms. Personal information about the child will not be shared. Staff will follow cleaning/sanitizing protocols. Program operations will continue unless otherwise directed.
- If a staff member presents non-life-threatening symptoms of COVID-19 he/she will be sent home immediately. If the staff member presents life threatening symptoms, EMS will be contacted and the staff member will be isolated. In all situations where a staff member presents COVID-19 symptoms, he/she will be advised to obtain a coronavirus test. He/she will not be permitted to return to work until meeting the CDC guidelines for returning to work.
- All parents/guardians will receive same-day notification that a staff member presented COVID-19 symptoms. Families will be encouraged to closely monitor their camper's health for possible development of COVID-19 symptoms. Personal information about the staff member will not be shared. Staff will follow cleaning/sanitizing protocols. Program operations will continue unless otherwise directed

## If a child or staff member tests positive for the coronavirus

- Upon receiving notification of a positive test, the Facility Manager will immediately contact the Department Director, Town Manager's Office and the NC Department of Health and Human Services (NCDHHS) to handle contact tracing and next steps. All parents/guardians will receive same-day notification should a staff member or child test positive for the coronavirus.
- The Department will follow all required steps issued from the NCDHHS regarding necessary facility closures for proper facility cleaning and additional testing prior to re-opening the facility location.



# COVID-19 Guidelines for Camp

## Drop Off/Arrival Protocol:

- A designated camp staff member will greet participants outside as they arrive. Staff will monitor and discourage congregation at check in. At the end of the day, camp staff will escort participants to their cars for pick up.
- Upon arrival, camp staff will conduct a health screening on all participants. Staff will ask parents the following questions:
  - Do you or any of the children you are dropping off have a fever, cough, shortness of breath or difficulty breathing, chills, new loss of taste or smell, vomiting or diarrhea?
  - Have you or any of the children you are dropping off:
    - Had any symptoms since the last time you were here?
    - Been in contact with anyone with fever, cough, shortness of breath or difficulty breathing, chills, new loss of taste or smell, vomiting or diarrhea since the last time you were here?
    - Potentially been exposed to COVID-19 or have reason to believe you/they have COVID-19?
- Camp staff will take the temperature of participants using a touchless thermometer. Participants with a fever will be excluded from attending camp. Fever is determined by a thermometer reading of 100.4 or higher.

This protocol is based on the NCDHSS Guidance for Day Camp Settings.

<https://files.nc.gov/ncdhhs/documents/files/covid-19/NC-Interim-Guidance-for-Day-Camp-Settings.pdf>

