

Nobles Day Camp COVID 19 POLICIES AND PROCEDURES

These procedures are written in accordance with the Massachusetts Recreational Day Camps and Programs Health and Safety Standards for Reopening (effective May 29, 2021)

COVID-19 PREVENTION

Staffing and Operations

Visitors (including parents) are limited to dropping off and picking up their campers or any official camp or medical needs.

Enrollment capacity for camp has been based on the ability to maintain 3 ft of distance in all the camp buildings/classrooms where campers/staff are anticipated to be during the day and emergency shelter locations.

Health Care Supervisors (two health care supervisors must be present at all times):

Sheila Bennett, RN

Kim Nehiley, RN

Maurice Sicard, Athletic Trainer Certified

Emily Parker, Camp Director

Staff Orientation

- All Staff will be trained and oriented on how to support and maintain proper procedures for hand hygiene (upon arrival, after bathroom use, before and after eating, and before and after each activity), recognizing symptoms of illness, proper use of sanitizers and disinfectants, and the proper use of PPE.
- Staff will be fully trained on Covid-19 strategies to adhere to for both indoor and outdoor activities.
- All staff will be 16 years of age and older. We are STRONGLY RECOMMENDING all staff will be fully vaccinated prior to the start of camp.

Camper Orientation

- On the first day of each session, group staff will review COVID-19 protocols with their campers, encouraging and educating campers on symptoms of COVID and the importance of not coming to camp if sick, as well as how to properly wear or request a replacement mask, if needed.

Before and During Camp

The guidelines outlined below are things we can all do to keep our Nobles Day Camp Community safe.

Parent Information

- Nobles Day Camp COVID-19 Policies and Procedures has been shared on our website, is emailed to all registered parents, and referred to in the Parent Handbook to inform our families of our protocols and expectations.
- The Parent Handbook and detailed Cariina APP Guide with pick-up procedures will be e-mailed to each family in early June and reminders one week prior to the week they attend. These procedures will include directions on how to use the mobile app, alerting the family member to stay in their car when they pick-up/drop-off their camper(s) and that the pick-up person is a parent, legal guardian, or other individual

designated in writing to have permission to pick up the camper. The drop-off driver will be responsible for being able to answer screening questions.

- These policies and procedures will be included in our pre-season training for our entire staff.

Pre-screening of Staff and Campers

- Staff and campers will report to camp and have filled out a health attestation questionnaire on their mobile Cariina app that reports directly to the Health Office. They will be screened for any signs of symptoms when they report to their group counselor by a staff member that has been trained by our Camp Nurse under the direction of our Health Consultant.

- Our mobile app will ask the parent questions and document their responses that includes the date and timestamp of screening, camper's full name and responses to the following questions asked:
 - Today or in the past 24 hours, have you or any household members had any of the following symptoms?
 - Fever (temperature of 100.0 F or above), felt feverish, or had chills?
 - Cough?
 - Sore throat?
 - Difficult breathing?
 - Gastrointestinal symptoms (diarrhea, nausea, vomiting)?
 - Fatigue?
 - Headache?
 - New loss of smell/taste?
 - New muscle aches?
 - Any other signs of illness?

 - Has your child taken any fever reducing medications within the last 24 hours?

 - Has your child or anyone in the household been required to isolate or quarantine?

If the answer to any of these questions is a Yes, or the child or staff member is showing signs of COVID symptoms, they will need to stay home and must contact the camp nurse to determine next steps. If they are not able to stay at camp, they will be asked to see their physician and provide a negative COVID test before they may return (if no other reasonable illness is identified).

Any documentation collected (screening documentation, surveillance and medically necessary COVID-19 testing results, previous positive test results) will be maintained in a confidential manner and recorded in campers/staff health files in compliance with Department of Public Health Camp regulations (105 CMR 430.150; 155-156).

Back up substitute staff have been hired, in the case a staff member is sick and needs to be replaced to stay in ratio.

Cohorting

Staff and campers will be assigned to the same cohort for the duration of the program session. Nobles Day Camp minimally maintains the camper to counselor ratios in 105 CMR 420.101.

- Campers entering PK through K (12 campers: 3 staff)
- Campers entering 1st grade (25 campers: 5 staff)
- Campers entering 2nd grade through 6th grade (25 campers : 4 staff)
- Campers entering 7th-10th grade (25 campers; 3 staff)
- Group Locations will be defined by a designated outdoor space, indoor changing space, and available bathrooms.
- All assigned indoor spaces have been designated as our Emergency Shelter with 3 ft distancing available.
- Outdoor canopies and or trees will provide shade for each group, at their assigned outdoor meeting space or activity area.
- Group activities are scheduled to be outdoors whenever possible..

Hygiene and handwashing

- Campers and staff will practice proper hand hygiene when arriving at camp, before and after each activity, before and after snacks or meals, after bathroom use, after coughing/sneezing or contact with any bodily fluids or surfaces that may be contaminated.
- Handwashing facilities with soap, water, trash receptacle and paper towels are accessible to all campers and staff in all of our buildings, with hand washing instructions posted near each sink.
- Hand sanitizer with at least 60% alcohol will be used when hand washing is not available and only under the supervision of staff.
- Products will be stored securely
- Campers will have written permission from parents/guardians for use.
- Individual Water bottles will not be shared.
- Signage will be posted throughout camp about the signs/symptoms of COVID-19 and reminders when to wear a mask and proper hand hygiene.

Facilities

Camper capacity is based on utilizing the many buildings and classroom spaces available on our campus.

- Any indoor activity capacity has been calculated on room size and the ability to maintain distancing.
- Most activities and any large group activities will be held outside, adhering to the Youth Sports Guidelines.
- In an emergency situation (unexpected severe weather, lock down, etc), some program spaces will be based on 3 feet social distancing.
- Ventilation systems have all been inspected and approved to handle proper air circulation and ventilation.
- Windows and doors will be propped open to allow for additional ventilation, when possible.

PPE and Face Masks and Coverings

- All campers and staff (whether they are vaccinated or not) will be required to wear a face mask in any indoor setting at all times (other than designated mask breaks or eating snacks or lunch).
- Outdoors, our campers and staff may be mask free (masks are optional and any camper or staff member is encouraged to keep masks on as needed, for their own comfort level).
- Campers and Staff are to bring a minimum of two clean face masks or face coverings each day.
- Should a camper or staff member need a clean mask, extra disposable masks (children and adult size) will be available at our health office.
- In the event that handwashing sinks are not available, hand sanitizer will be readily available and used with parent permission (signed in health history).
- Gloves will be available for staff to wear when assisting campers with the application of sunscreen and bug repellent.

Cleaning, Disinfection and Sanitizing:

- Disinfectants and Sanitizers will be clearly labeled and stored out of reach of campers, stored in a locked closet or compartment and separate from any food items.
- Designated staff will be responsible for regularly cleaning on a periodic schedule based on camp usage.
 - At the end of each day, all high touch surfaces will be disinfected including fixed equipment and door handles.
 - Bathrooms will be disinfected each evening, and more often, if needed.
 - Each group and activity area will have their own water jug for filling campers water bottles. Counselors will supervise the sanitation and filling.
 - All Activity Specialists with shared equipment (archery, Ropes Course, Gymnastics, etc) are responsible for disinfecting/wiping down equipment, as needed.
- The Nobles School Cleaning Company (UG2) is responsible for all the cleaning and ordering of disinfectants and sanitizers in accordance with the guidelines in Section 8 of the MRHS. The director of UG2 will also train their staff in appropriate use of disinfectants and sanitizers.

Lunches and Snacks

- Campers and Staff bring all of their own food for lunch that they can independently open and eat or they can purchase lunch through our Dining Services vendor, FLIK. All food is individually wrapped or prepared and served in compliance with the safety standards for restaurants. Campers will eat picnic style on the grass with their own cohort group. Individually wrapped snacks in the morning and popsicles in the afternoon will be a snack option.
- Campers and Staff bring their own water bottles and each group cohort will have their own water jug that staff will use to fill water bottles.
- Food and Water bottles will not be shared.

COVID-19 RESPONSE

Identifying and Handling the sick

- If at any time during the day, a staff member feels ill or they notice that a camper shows symptoms of illness, the person feeling ill must go to the health office to be assessed by the Health Supervisor and isolated immediately. The Health Supervisor will further screen and assess within the designated isolation space. In the case of a staff member becoming symptomatic, a support staff will be assigned as back up to their group.
- If a symptomatic individual tests negative, they may return to activities after their symptoms have improved, and have been without fever for at least 24 hours without the use of fever reducing medication.
- The NDC health center will be outside and the Owls health center will be inside. Each location also is equipped with an outside isolation tent for anyone exhibiting COVID symptoms, with a designated dedicated bathroom, separate exit, independent air circulation and immediate access to PPE. Emergency contact numbers, local board of health, parent and camper numbers, are all located in the health center. Each Health Center will have a non-contact digital thermometer readily available to check a camper or staff member's temperature..
- The Health Supervisor will contact the parents of the symptomatic camper and inform them they need to be picked up as soon as possible. The camper or staff member must remain in isolation until they are transported home.
- In the event that a camper/staff tests positive for COVID-19 or is identified as a close contact, they must isolate or quarantine until they have met the requirements for discontinuing [Isolation or Quarantine](#)
- The Local Health Department will be notified of a confirmed COVID-19 diagnosis by the Health Supervisor. The camp will follow LBOH guidance in regards to camp closing.
- Information will be distributed to parents through phone calls or conversations and written notices at pick up. The camp director will inform all staff directly in person or by phone call.

Staff Absence and Sick Leave

- Staff are informed to not come into work if they are not feeling well. The camp has support staff to cover their role while absent.
- Staff reporting any COVID like symptoms may not come to camp and must follow MA DPH guidelines regarding COVID testing, prior to returning to work.
- Designated Swing Staff will be available as back up staff to meet campers:staff ratios should a staff member be ill.
- Should a staff member not be able to come to camp, due to COVID exposure or symptoms, they will be paid for any missed time at camp.
- Staff who are fully vaccinated do not have to quarantine, if they are exposed as a close contact. However; the camp director and the Camp nurse will determine the best appropriate action on a case by case basis.

Transportation and Travel Plan

- Only the oldest campers will be allowed to go on Field Trips (eight and ninth grade groups).
- Trips have limited to surrounding areas and recreational facilities where significant interaction with the public is limited or not permitted.
- While off site, our campers must comply with all applicable face mask COVID requirements.
- Only one cohort group will travel at time.
- If a camper or staff develops symptoms while on the trip, the affected person will be isolated from the group at an area determined by the Head Counselor assigned as the Health Care Supervisor. The attending staff member will immediately contact the parent/guardian to come pick them up.

These Policies and Procedures may be updated as needed.