

iSPACE COVID-19 Policy

Effective: 29 May 2020

iSPACE Summer Camps 2020 will be conducted in accordance with the Ohio Department of Health Mandatory and Recommended Best Practices as outlined in Responsible RestartOhio document (eff 15 May 2020). Additionally, iSPACE will operate under the Center for Disease Control and Prevention's Considerations for Youth and Summer Camps (eff 19 May 2020).

All Camp Staff will be trained on this policy and this information will be made available to all registered campers prior to the first week of summer camp.

General

To ensure the lowest risk of exposure and spread of germs all iSPACE summer camp participants and camp staff will stay within their small group all day, every day of camp. Camp staff will be dedicated to their specific camp participants and will not "float" between other groups of campers.

- Camps will be no more than 10 persons (maximum of 8 campers and 2 adults per camp)
 - Each camp room will allow for more than 35 sq ft per person. For all activities, campers will have their own work area and a 6'x6' square will be taped off on the floor to mark each camper's designated space.
 - Outside activities will be prioritized, when weather permits.
- Employees, camp staff, and campers will be required to wear face masks whenever in close proximity (< 6 feet) to another. Removal of a face mask will be permitted provided proper distancing is established (i.e. during lunch/snack, if a camper is working independently at their designated work space (either inside or outside). **However, if camp staff are assisting a camper, we will ask that the camper and staff wear the mask in order to ensure safety of all campers and staff.**
- Employees and campers will have temperatures taken daily and undergo daily symptom assessment prior to entering camp area.
- Campers will only bring items needed for each camp day (i.e. bag with lunch, jacket, water bottle). iSPACE asks that any other personal items be left at home.
 - Medicine – Camp teachers will hold onto and administer approved medicine to the camper. Parent/guardian must provide iSPACE written approval and instructions for administering medication to camper prior to the start of camp. The medicine will need to be labeled clearly with camper name and dosage instructions.
 - Personal Items - If a camper must have any additional personal items these must remain in their bag at their designated chair throughout the day.

Drop-Off and Pick-Up

- Campers will be dropped off and picked up at the designated curb-side area for their camp. Each camper will be assigned a parking spot where they will be dropped off and picked up each day. Signs will be posted to direct all campers to correct drop off area and staff will be available to assist campers to and from this area and the designated camp space.
- Adults dropping off campers must remain in their car during daily drop-off and pick-up. They will not be permitted to enter camp area at any time in order to limit exposure to campers and staff.
- Parent/Guardians must provide iSPACE Camp Director with the name(s) and license plate number(s) of any authorized person(s) who will pick up their camper(s). This information must be provided to iSPACE staff prior to camp.

- The same camp staff members will come to the designated spot to assist camper to/from the designated camp area. No campers will be dropped off or picked up without the designated camp staff member present.
- For daily pick up the adult picking up the camper will be required to have a sign in their dash board indicating which camper(s) they are picking up. Parents/Guardians will be given the sign (via email with their camp welcome letter at least one week prior to camp) and asked to print that out and have in the car at pick-up each day to ensure that the camper is riding home with an authorized adult.

During the Day

- Hand-washing stations will be available to all staff and campers. Signs will be posted to instruct all campers and staff on proper handwashing techniques.
 - All employees and campers must wash hands upon entering camp, after any breaks or returning from outside, after toileting, before eating, before and after administering any medication, when visibly soiled and prior to departure.

Camp areas– your camp will take place in one of 2 buildings on the Scarlet Oaks Campus. You will be notified of location in the Camp Welcome letter.

- 1) Studio at Scarlet Oaks campus – all staff and campers will have access to wash hands in the restroom facilities on-site.
 - 2) Outdoor Shelter Pavilion at Scarlet Oaks Campus – all staff and campers will have access to wash hands at portable handwashing stations at the enclosed shelter area. In addition, they will have access to handwashing facilities in the restroom located inside the Scarlet Oaks building.
- All efforts will be made to limit number of people in building that are used for designated camp areas. Staff will ensure that all campers remain in their assigned groups throughout the day to minimize the risk of any additional exposure.
 - All campers will eat lunch in their designated camp area (or at the designated outdoor space, weather permitting).
 - Any iSPACE supplies used by campers will be designated to that camper only for the entire camp week (i.e. pencils, scissors, LEGO kits, laptop, tablet, etc).
 - Traffic flow patterns will be clearly marked in designated camp areas and explained to all campers to limit number of persons entering/exiting areas at any given time.

Wellness Checks and Exposure Policy

As mentioned previously, all employees and campers will be screened for temperature, symptoms and possible exposure prior to camp each day.

- Any child or employee who has a temperature of 100 degrees Fahrenheit or higher at any time during the camp day will be immediately quarantined from other campers and/or sent home. For campers, a parent/caregiver will be contacted to immediately pick up their camper.
 - Any camper or camp staff member who develops symptoms of COVID-19 while at the camp facility will be isolated, parent/guardian will be contacted (if child) and he/she will be sent home immediately.
 - Any person who has a fever must remain home and not return to camp until fever-free (without fever reducing medication) for 72 hours.
- If any Positive COVID-19 result during camp

If a staff member or camper is exposed to any person confirmed or probable to have COVID-19, he or she must follow quarantine procedures according to local health department prior to returning to camp.

If any camper or camp staff test positive, an iSPACE employee will notify the appropriate authorities in writing if a camper or employee test positive for COVID-19.

- Camp will be shut down for immediate deep cleaning. All camp families will be notified immediately by iSPACE staff.
- If a camper or staff test positive within 14 days of being at camp, iSPACE staff must be notified as well so anyone who may have been exposed while in attendance at camp can be notified by iSPACE.

Cleaning – Additional details are outlined in the iSPACE Cleaning Policy

- All supplies will be dedicated to the camper for the duration of the camp week and will be properly sanitized before and after being used by any other camper.
- All “high-touch” surfaces will be cleaned throughout the day (i.e. door handles, restroom facilities, etc)
- All camp areas will be cleaned thoroughly at the end of each camp day. Tables/areas where campers eat lunch will be cleaned prior to and after use each day.
- All camp areas and supplies will be cleaned and properly disinfected at the end of each week, prior to the next camp session.

References:

Ohio Department of Health *Responsible Restart Ohio Youth Day Camps* (eff 15 May 2020)

<https://coronavirus.ohio.gov/static/responsible/Day-Camps.pdf>

Center for Disease Control and Prevention’s *Considerations for Youth and Summer Camps* (eff 19 May 2020)

<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/summer-camps.html>

Center for Disease Control and Prevention’s *Childcare Programs During the COVID-19 Pandemic*

<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/Childcare-Decision-Tree.pdf>