



---

\* ROCHESTER \* AVON \* RECREATION \* AUTHORITY \*

---

**RARA Day  
Camps  
Health  
Service  
Policy And  
Procedures**

## **HEALTH SERVICE & PROCEDURES POLICIES**

- HEALTH SCREENING – camper medical forms must be up to date with current information regarding shots, allergies, etc. and approved to participate in daily camp activities. Special health requirements or restrictions must be updated and noted on medical forms. Camp Directors will review camper med forms before the first day of camp or within 24 hours of the first day of camp. Reviewed items include general health history, health needs, and any other necessary camper requirements.
- No health officer is required due to less than 20% of campers having special needs.
- EMERGENCY TRANSPORTATION AND SERVICES - In the event of an emergency or serious injury, the Camp Director, Day Camp Supervisor and/or Recreation Supervisor will make the decision to call EMS or to transport the individual(s) concerned for medical treatment. EMS service is available from The Rochester Hills Fire Department by calling 911. If advanced emergency services are required, we will take camper(s) to Ascension Providence Rochester Hospital, at 1101 W. University Dr. Rochester, MI 48307, phone 248-652-5000. The hospital's medical staff are available on a twenty-four hour basis.
  - Rochester Hills and/or Rochester Fire Department will be able to get to the campsite between 5-6 minutes or less depending on the time of day and traffic.
- PARENT NOTIFICATION - Camper's parents or legal guardians will be notified by the Day Camp Supervisor and/or Recreation Supervisor as follows: 1) Immediately in the event of death 2) Immediately following admission to the hospital 3) As soon as possible if the Day Camp Supervisor recommends that the camper returns home due to serious injury or illness. 4) At the Day Camp Supervisor's discretion if there are other matters that require their attention related to the health of their child.
- FIRST AID AND HEALTH CARE SUPPLIES - Emergency first aid supplies will be located in the following areas: on Camp Director's person, in storage building, and with park rangers. First aid kits will be available for special guests and field trips. All medications will be kept with the Camp Directors at all times. Any accident or illness should be reported to the Camp Director or Day Camp Supervisor immediately.
  - If an accident occurs while the campers are at camp, the Day Camp Supervisor will be immediately notified then the Recreation Supervisor. The correct course of action will take place. An incident report form will be filled out immediately following the incident.
  - Camper's parents or legal guardians will be notified immediately by the Camp Director or Day Camp Supervisor following any of these events: death, admission to a hospital, and other situations that require the parent's attention.
  - If there is a situation that involves chemicals, poisons, etc., Poison Control will

be called at (800) 222-1222.

- o **Items found in med pack:** Ice pack, sterile gauze pads, triangular bandages, dynarex roller gauze, set of gloves, scissors, tweezers, medical tape, insect sting relief towelette, alcohol swab, povidone-iodine prep pad, BZK antiseptic towelette, triple antibiotic ointment, respiratory stimulant, Aspirin, band-aids (multiple sizes), and hand sanitizer.

## MEDICATION AND ADMINISTRATION

- Camper medication must be with Camp Directors at all times and stored properly and safely. Medication should be in its original container with dosage frequently marked.
- We are not allowed to administer medication. We will remind the child to take the medication and watch them take it.
- Staff is responsible for checking first aid kits and making sure all medication (if camper needs to take any) is with the Camp Director before leaving on a field trip.
- The Camp Director will return all medications at the end of camp each day and communicate at that time any problems that should be taken care of at home. Parents will be able to talk to the Camp Director if there is anything they need to know.

### **Do not administer the medication!**

- **Sunscreen: Always start each day having the campers apply a generous layer of sunscreen. Camp Staff needs to make sure that the campers are applying the sunscreen well. As a rule we will reapply at least three-four times per day or more if necessary.**
- DAILY OBSERVATION - It is the Day Camp Staff's responsibility to watch and be aware of the physical condition of campers on a daily basis. If there are any changes in behavior, appetite, appearance, activity level, or health habits, that information needs to be reported. Ask a child how they feel and what hurts. Notify the Camp Director and Day Camp Supervisor immediately if needed.

## **PREVENTION AND UNIVERSAL PRECAUTIONS**

Below are guidelines to prevent cross-contamination:

- All staff should use barrier precautions to prevent skin and mucous-membrane exposure when coming into contact with blood or body fluid of any camper or counselor
- Personal Protective Equipment (latex or vinyl disposable gloves) should be available in all facilities, first aid kits, and transportation vehicles.
- Any staff giving first aid must wear latex or vinyl disposable gloves when blood or bodily fluids are visible. Gloves should be changed immediately after first aid is completed.

- Properly remove gloves by pulling them inside out and place them in a bag with waste. Skin surfaces (especially hands) should be thoroughly washed with soap and water immediately.
- In pre-camp training, staff is intended to be educated about issues regarding exposure to body fluids and to use techniques and/or equipment to minimize exposure risks to staff. It is the intent of the camp to educate staff about issues related to exposure to body fluids, to use management techniques and equipment to minimize exposure risks for employees, and to monitor individuals' use of these techniques. Education may include: transmission method, virulence of pathogens, resistance factors related to potential host.
- Risk Areas Include: Contact with blood-borne pathogens, airborne pathogen, and surface-borne pathogens
- Ways to minimize exposure: Personal Protective Equipment availability, double-bagging, health screening, camper health information, CPR certification, hand washing with antimicrobial, immediate reporting of suspected exposure to supervisor.
- Staff must respond to emergencies at the level of their training while initiating the camp emergency response system. Potential exposure is limited and most confined to CPR/artificial respiration and slowing severe bleeding since emergency response occurs within minutes.
- Records of the incident are maintained for employment plus thirty (30) years by the Recreation Supervisor and according to OSHA requirements.

### **FIELD TRIP/SPECIAL GUEST PROCEDURES**

- Camp Directors will review with their staff each field trip/special guest and the information needed to make the trip/visit a success.
- Camp Directors will let their staff know the schedule and know the address of their location at ALL TIMES!
- Camp Directors will take all emergency forms, a first aid fanny pack/backpack and any needed medications with them on all trips/visits.
- Any treatments or medications dispensed on the field trip will be recorded by the Camp Director. Camp Directors will follow up with the Day Camp Supervisor and parents, if applicable.
- All Day Camp Staff is First Aid and CPR trained and will be with the campers at all times during the field trip/visit.
- If an accident occurs while away from camp, the Day Camp Supervisor and Recreation Supervisor will be notified immediately, and the proper course of action will be taken. If medical treatment is needed, an accident report form will be filled out.
- Camp Directors/Day Camp Supervisor will handle all payment of trips/visits (i.e.,

purchase orders, checks) and have all maps to sites ready for the bus driver, if applicable.

- The Day Camp Supervisor and Camp Directors will confirm all busses and trips/visits with the proper people a few days before scheduled trip/visit, if applicable.
- Camp Directors will go over all the field trip/special guests rules with the campers prior to every trip/visit (or delegate one of the other staff members to go over the rules).
- Staff will go through a “buddy check” routine, led by the Camp Director.
- Camp Staff will count campers before and after boarding the bus, if applicable. They will do frequent counts throughout the field trip/visit.

### **Camp Staff & Counselors:**

- Get campers excited about field trips/special guests! Make the trip/visit sound as if it is the best place they will ever go.
- Enforce the buddy system!
- Always know where your campers are.
- Do not buy anything for a child on the trip/visit. Neither campers nor counselors are allowed to buy anything on field trips/visits.
- Utilize the CIT(s) appropriately in helping with certain aspects of the field trip/visit (counting campers, interacting with campers, playing games, etc.)
- Sit with campers, stay off cell phones, and do routine checks up and down the bus aisles, if applicable.
- Sit with campers on the bus! Do not sit in a counselor clump on the bus.

### **ETIQUETTE FOR CAMP STAFF WHEN ADDRESSING A PARENT**

- Always greet parents and campers, try to use names: Good Morning Mrs. Smith, See you tomorrow Bobby.
- Always communicate in a positive manner.
- If a parent approaches you about a concern, walk them over to a Camp Director to address the concern.
- NEVER give out your cell phone number to parents or children. Staff shall maintain a good rapport with parents on a professional level, not a personal one. Becoming too friendly with parents can lead to problems at work.

### **ETIQUETTE FOR CAMP DIRECTORS WHEN ADDRESSING A PARENT WITH A CONCERN:**

- Communicate concerns/problems/suggestions in a positive manner.
- Avoid using judgmental phrases (i.e. he is bad, she doesn't play well with others etc.).
- Know all facts/details before speaking with parents.

- Refer parents to Day Camp Supervisor then Recreation Supervisor if the problem escalates.
- **NEVER give out your cell phone number to parents or children. Staff shall maintain a good rapport with parents on a professional level, not a personal one. Becoming too friendly with parents can lead to problems at work.**

#### **CHILD/ADULT PROTECTION LAWS PLAN - REPORTING ABUSE:**

- The Camp Director shall make an oral report to the Camp Licensing within 24 hours.
- Within 72 hours, a written report shall be made to the Department. The written report shall contain the name of the camper and a description of the abuse or neglect. If possible, the report shall contain the names and addresses of the camper's authorized person and other information that might establish the cause of abuse or neglect and the manner in which it occurred.
- If the camper is injured, medical treatment will be given by the nearest hospital or clinic.
- Reporting is handled as follows:
  - Report the incident to the Recreation Supervisor
  - Together, with the Recreation Supervisor, call the Centralized Intake for Abuse and Neglect for a situation, which did not occur at camp. Call 855-444-3911.
  - If the incident occurs at camp, the Recreation Supervisor will contact the Department of Licensing and Regulatory Affairs Cheryl Mason, Ph.D. Camp Licensing Consultant at **248-508-8089** or **517 899-5958** or James Vanden Heuvel, Lead Camp Licensing Consultant at **616-901-3730**.

## **COVID-19 Preparedness and Response Plan**

**Rochester Avon Recreation Authority** (hereinafter "RARA") takes the health and safety of our employees and participants very seriously. With the spread of the coronavirus or "COVID-19," a respiratory disease caused by the SARS-CoV-2 virus, RARA must remain vigilant in mitigating the outbreak.

In order to be safe and maintain operations, we have developed this COVID-19 Exposure Prevention, Preparedness, and Response Plan to be implemented, to the extent feasible and appropriate, throughout RARA and at all our programming locations.

RARA has also identified a team of employees to monitor the related guidance that U.S. Center for Disease Control and Prevention ("CDC"), Michigan Licensing and Regulatory Affairs ("LARA"), Michigan Department of Health and Human Services ("MDHHS"), Oakland County Health Division, and Occupational Safety and Health Administration ("OSHA") continue to make available.

This Plan is based on information available at the time of its development and is subject to change based on further information provided by the above organizations, and other public/private officials. RARA may also amend this Plan based on operational needs.

## Responsibilities of Supervisors and Coordinators

All Facility and Site Supervisors and Coordinators, must be familiar with this Plan and be ready to answer questions from employees, volunteers, participants, and spectators.

Supervisors and Coordinators must always set a good example by following this Plan. This involves practicing good personal hygiene and safety practices to prevent the spread of the virus. Supervisors and Coordinators must encourage this same behavior from all employees.

## Responsibilities of Employees, Volunteers and Contractors

RARA is asking every one of our employees, volunteers and contractors to help with our prevention efforts while at work. In order to minimize the spread of COVID-19 in our programs, everyone must play their part.

As set forth below, RARA has instituted various housekeeping, and other best practices at our programs. All employees, volunteers and contractors must follow these.

In addition, employees, volunteers and contractors are expected to report to their Supervisor or Coordinator if they are experiencing signs or symptoms of COVID-19, as described below. If you have a specific question about this Plan or COVID-19, please ask your Supervisor or Coordinator. If they cannot answer the question, please contact David Word, Interim Executive Recreation Director.

Our resources have provided the following control and preventive guidance for all workers, regardless of exposure risk:

- Frequently wash your hands with soap and water for at least 20 seconds. When soap and running water are unavailable, use an alcohol-based hand rub with at least 60% alcohol.
- Avoid touching your eyes, nose, or mouth with unwashed hands.
- Follow appropriate respiratory etiquette, which includes covering for coughs and sneezes.
- Maintain 6ft of social distancing where possible.

In addition, employees must familiarize themselves with the symptoms of COVID-19, which include the following:

- Coughing
- Fever of greater than 100.4 degrees
- Shortness of breath, difficulty breathing; and
- Early symptoms such as chills, body aches, sore throat, headache, diarrhea, nausea/vomiting, rosy cheeks, and runny nose.

If you develop a fever and symptoms of respiratory illness, such as cough or shortness of breath, DO NOT LEAVE HOME and call your supervisor or coordinator and healthcare provider right away. Likewise, if you come into close contact with someone showing these symptoms, call your supervisor and healthcare provider right away.

## Programming Protective Measures

*RARA has instituted the following protective measures at all locations.*

### Prescreening and Daily Screening

All staff & participants should self-screen for signs/symptoms of COVID-19 prior to participation.

Any person with positive symptoms should not be allowed to take part in activities and should contact his or her primary care provider or other appropriate health-care professional.

### During Activities

Gathering sizes will be regulated as determined by Government and Health Departments officials.

Contact between participants and staff should be limited to the greatest extent possible during activities.

PPE is encouraged to be used during non-aerobic activities.

Activity times will be staggered to allow proper cleaning and reduce the number of participants at venues.

Programs will be conducted in “circles” of participants with the same small group of participants always together. Smaller circles can be utilized for special populations and younger participants. This ensures more limited exposure if someone develops an infection.

Appropriate social distancing should be maintained during activities.

### Facility Cleaning

Adequate cleaning schedules should be created and implemented for all programming facilities to mitigate any communicable diseases.

Prior to an individual or groups of individuals entering a facility, hard surfaces within that facility should be wiped down and sanitized (chairs, furniture in meeting rooms, changing rooms, bathrooms, etc.).

Individuals should wash their hands for a minimum of 20 seconds with warm water and soap before touching any surfaces or participating in activities.

Hand sanitizer should be plentiful and available to individuals as they transfer from place to place. Equipment and Supplies should be wiped down thoroughly before and after an individual's use of equipment.

Appropriate clothing/shoes should be worn at all times to minimize sweat from transmitting onto equipment/surfaces.



Participants must be encouraged to shower and wash their clothing immediately upon returning to home.

#### Use of Equipment

There should be no shared towels, clothing or shoes between participants.

Participants should wear their own appropriate workout clothing (do not share clothing), and individual clothing/towels should be washed and cleaned after every workout.

All equipment, including balls, should be cleaned intermittently during activities.

Hand sanitizer will be available at all activities.

#### Hydration/Food

All participants shall bring their own water bottle. Water bottles must not be shared. Food should not be shared.

#### Participant or Employee Exhibits COVID-19 Symptoms

Contact your local health department to notify them about the participant or staff with COVID-19 symptoms and determine if their close contacts should be sent home as well. They will provide guidance regarding how to determine who should be considered a close contact. They will likely require that you isolate close contacts and send them home as soon as possible.

If an employee or participant exhibits COVID-19 symptoms during participation, the employee or participant must remain at home until he or she is symptom free for 72 hours (3 full days) without the use of fever-reducing or other symptom-altering medicines (e.g., cough suppressants).

RARA will similarly require an employee or participant who reports to work or a program with symptoms to return home until he or she is symptom free for 72 hours (3 full days).

#### Participant or Employee Tests Positive for COVID-19

An employee or participant who tests positive for COVID-19 will be directed to self-quarantine away from RARA.

Employees or participants that test positive and are symptom free may return to work when at least five (5) days have passed since the date of his or her first positive test and have not had a subsequent illness.

Employees or participants who test positive and are directed to care for themselves at home may return to work when:

- (1) at least 72 hours (3 full days) have passed since recovery; and
- (2) at least five (5) days have passed since symptoms first appeared.

Employees who test positive and have been hospitalized may return to work when directed to do so by their medical care providers.

#### Employee or Participant Has Close Contact with a Confirmed Positive Case of COVID-19

Employees or participants who have come into close contact with an individual who has tested positive for COVID-19 will be directed to self-quarantine for 5 days from the last date of close contact with that individual, unless they are not up to date on their vaccines. If they are up to date on their vaccines, no quarantine is required. Close contact is defined as less than six (6) feet for a period of time greater than 5 minutes.

If RARA learns that an employee or participant has tested positive, RARA will conduct an investigation to determine who may have had close contact with the confirmed-positive employee or participant in the prior 14 days and direct those individuals who have had close contact with the confirmed-positive employee or participant to self-quarantine for 5 days from the last date of close contact with that employee or participant, if they are not up to date on their vaccines.

If applicable, RARA will also notify any sub-contractors, vendors/suppliers or spectators who may have had close contact with the confirmed-positive employee or participant.

If an employee or participant learns that he or she has come into close contact with a confirmed-positive individual outside of RARA, he/she must alert a manager or supervisor of the close contact and self-quarantine for 5 days from the last date of close contact with that individual, if they are not up to date on their vaccines.

### Confidentiality/Privacy

Except for circumstances in which RARA is legally required to report occurrences of communicable disease, the confidentiality of all medical conditions will be maintained in accordance with applicable law and to the extent practical under the circumstances.

When it is required, the number of persons who will be informed that an unnamed employee or participant has tested positive will be kept to the minimum needed to comply with reporting requirements and to limit the potential for transmission to others.

RARA reserves the right to inform other employees or participants that an unnamed person has been diagnosed with COVID-19 if the other employees or participants might have been exposed to the disease so the employees may take measures to protect their own health.

RARA also reserves the right to inform sub-contractors, vendors/suppliers or visitors that an unnamed person has been diagnosed with COVID-19 if they might have been exposed to the disease so those individuals may take measures to protect their own health.

In addition to the above plan, below are specifics on the ways RARA will be operating Day Camps.

- Campers will be asked to do a self screen at home before coming to camp.
- Each camp group will have their own tent location to themselves as well as their own set of supplies. If supplies must be shared, supplies will be cleaned after use of one group and before use of another group. Social distancing activities within each camp group will be highly recommended to all planning staff.
- Local park rangers will be cleaning park facilities daily.

- All supplies will be cleaned and disinfected before and after use every day. Staff are given extra time before and after camp to properly clean and disinfect used supplies and commonly touched areas.
- Campers will be asked to bring their own non-perishable lunch, water bottle, and sunscreen to camp. No campers will be permitted to share their own belongings.
- Each camp will be supplied with their own cleaning equipment so sharing between camp groups is not needed.
- This response plan and the new expectations will be available and communicated to all RARA participants, parents, and staff.
- Our Day Camp Supervisor will always be ready and available during camp in the case of staff members getting ill. Floaters/substitutes will also be on standby if any staff members become ill.

## Communication and Training

### Staffing Plan

- There will be 3-6 counselors and a maximum of 26-54 campers per camp group at this time, depending on the camp. The potential of increasing campers is possible. The need to practice physical distancing is highly recommended.
- There will be 4 different camp locations at Bloomer Park and 1 camp location at Lion Shelter at Rochester Municipal Park. Camps will interact with each other on a limited basis.

### Training Staff

All Day Camp staff will be trained on COVID-19 and our response plan. This includes:

- Workplace infection-control practices and preventative measures to limit the spread of COVID-19.
- Information on the Covid-19 Vaccine.
- The proper use of personal protective equipment.
- How to report unsafe working conditions.
- Signs and symptoms of COVID-19.
- Signs and symptoms to monitor for when an individual is sick with COVID-19.
- Obligation to notify camp administration of exposure or signs/symptoms of COVID-19.
- Camp response plan for suspected or confirmed case of COVID-19.
- Camp Directors will be responsible for handling questions and reporting about COVID-19 concerns to the Day Camp Supervisor.
- Reviewing camper medical forms

### Proactively Contacting Families

RARA Day Camps will make available these guidelines and procedures regarding Day Camps and COVID-19. These guidelines will educate parents on our response plan and new expectations related to COVID-19.

### Monitoring (Health Screening) for COVID-19 at Day Camp

RARA Day Camps are recommending daily self-health screening checks before coming to camp.

### Daily Camper Screening

Participants are recommended to conduct daily self-health screening checks prior to participation. Any person with positive symptoms reported will not be allowed to take

part in RARA Day Camps and should contact his or her primary care provider or other appropriate health-care professional.

Staff members will visually check the camper for signs of illness, including flushed cheeks, rapid or difficulty breathing (without recent physical activity), fatigue, or extreme fussiness. After campers arrive, staff members will continue to monitor symptoms throughout the day. If a camper shows symptoms, they will be asked to report to a designated area to meet with the Point of Contact (POC) (see more info later in this section about Point of Contact).

### **Daily Staff Screening**

Staff members are recommended to conduct a daily self-screening check at home. Staff members should stay home if they are experiencing any positive symptoms not explained by a known or diagnosed medical conditions.

Quarantine is not required for staff members who are up to date on their vaccines and remain asymptomatic after an exposure to COVID-19. If a person is having symptoms, even if they are fully vaccinated, they should get tested and isolated.

### **Response to Possible or Confirmed Cases of COVID-19 at RARA Day Camps**

RARA Day Camps is appointing the Day Camp Supervisor as our Point of Contact (POC) adult onsite during the camp operation. The Day Camp Supervisor will manage all health-related concerns. This person will have a thorough understanding of the signs/symptoms of COVID-19, the COVID preparedness and response plan, and the camp health policy. All camp staff and families will know who this person is and how to contact them.

- The POC and camp staff will be monitoring the health of staff and campers throughout the camp day.
- If someone becomes symptomatic at camp, they will be sent home immediately. Sick individuals will be immediately separated from all other campers and staff and either sent home or to a healthcare facility for evaluation depending on how severe their symptoms are. If an individual cannot be picked up immediately, the individual will be isolated in a safe location until they can be picked up.
  - The camper will not be left alone.
- For staff: If a staff member begins to feel ill during the day, they will be sent home. If an individual is the only available staff at that time, they will be asked to put on a cloth face covering (if not already on) and limit close interactions with campers until they can be relieved by another staff member.
- RARA Day Camps will, upon request, contact our local health department to notify them about a camper or staff with COVID-19 symptoms. The local health department will advise RARA on when these close contacts can return.
- RARA Day Camps will report occurrences or outbreaks within 24 hours of suspecting to our local health department.
- RARA Day Camps will also submit an incident report to our camp licensing consultant if a camper is sent home for illness.
- Staff and families are also required to report to the camp if they become symptomatic or receive positive COVID-19 test results. When notifying parents that COVID-19 is present in the camp, RARA will respect the privacy of individuals in our care by not sharing health information of a specific person. RARA will notify close contacts within 24 hours of their exposure.

- RARA Day Camps will then determine whether to close the camp based on guidance from your local health department. If an individual in a shared area is identified with a positive test for COVID-19, the shared area will be closed until cleaned and disinfected, and everyone that came into close contact with the individual that tested positive is self-quarantined for at least 5 days.

### Guidelines for Attending Camp

- If a camper has a fever or a cough, RARA Day Camps will follow our illness policy.
- If a staff member or camper exhibits symptoms of COVID-19 or an individual tests positive for COVID-19, the individual must stay home until:
  - o They are fever-free for at least 72 hours without the use of medicine that reduces fevers.
  - o Other symptoms have improved.
  - o At least 5 days have passed since their symptoms first appeared or since they tested positive for COVID-19.

Most campers and staff members can return to camp based on improved symptoms and the passage of time.

### Procedures for Preventing Disease Transmission

RARA Day Camps will ensure the implementation of the following:

#### Hand Washing

RARA Day Camps will reinforce regular health and safety practices with campers and staff. Wash hands often with soap and water for at least 20 seconds. This is especially important after blowing your nose, coughing, sneezing; going to the bathroom; and before eating or preparing food.

- Soap and water are the best option, especially if hands are visibly dirty. If you use hand sanitizer, use an alcohol-based hand sanitizer with at least 60% alcohol, covering all surfaces of your hands and rubbing them together until they feel dry.
- Cover cough or sneeze with a tissue or sleeve.

#### Surface Cleaning and Disinfecting

Day Camps will clean and disinfect commonly touched areas daily. Some surfaces may be cleaned and disinfected multiple times throughout the day to ensure clean surfaces.

#### Typical Cleaning Surfaces

- All staff should wear disposable gloves when cleaning surfaces.
- When using a detergent cleaning solution, spray 6 to 8 inches from the non-porous surface and wipe with clean paper towels to remove contamination.
- After a cleaning task is complete, remove the gloves and dispose. Carefully wash hands for at least 20 seconds with soap and water. Hand sanitizer may be used if water is not available and no visible dirt is observed on hands.

#### Common Areas

- Common areas should have a daily deep clean.
- Examples of frequently touched surfaces include tables, drinking fountains, door handles, hand railings, light switches, countertops, cabinet handles, desks, phones, keyboards, toilets, faucets, and sinks. Any other surfaces frequently touched by campers or staff will be cleaned and disinfected at least daily.
- Cleaning of outdoor structures and surfaces will be carried out according to typical camp cleaning practices or more frequent if needed.

- Changing areas, locker rooms, toilets, restrooms, and playground equipment should be cleaned and disinfected at least daily by local park rangers.

### **Shared Equipment/Items from Home**

- RARA Day Camps will strive to provide adequate supplies to minimize sharing of high touch materials to the extent possible (art supplies, equipment, etc.). If that's not possible, we will limit use of supplies and equipment to one group of campers at a time and clean and disinfect between uses.

### **Prepare Your Campsite and Activity Space**

RARA Day Camps will prepare our physical space to prevent the spread of COVID-19 and encourage social distancing, to the maximum extent possible.

- Bloomer Park Isolation Spot: The picnic table between the largest playground and parking lot on the left side of the parking lot. This spot is provided to safely isolate individuals who develop symptoms during camp. Campers or staff members will wait here until they can be picked up. A cot/blanket will be provided to the camper if they would like it to rest on.
- Rochester Municipal Park Isolation Spot: The bench between the parking lot and pond. This spot is provided to safely isolate individuals who develop symptoms during camp. Campers or staff members will wait here until they can be picked up. A cot/blanket will be provided to the camper if they would like it to rest on.
- Spencer Beach Isolation Spot: The picnic table between the concession stand/Spencer Beach Building and the parking lot. This spot is provided to safely isolate individuals who develop symptoms during camp. Campers or staff members will wait here until they can be picked up. A cot/blanket will be provided to the camper if they would like it to rest on.
- Camp staff will clean and disinfect frequently touched surfaces within the camp at least daily. Day Camps will ensure safe and correct storage and application of disinfectants and will keep products away from campers.
- If shared equipment will be used, RARA Day Camps will:
  - Provide cleaning products where equipment is located.
  - Keep cleaning products with equipment as it moves around activity sites.
  - Ensure all staff and participants thoroughly wash or sanitize their hands before and after every use.
- Day Camps will use park space to prevent spread and encourage physical distancing, to the maximum extent possible.

### **Practice Social (Physical) Distancing**

#### **Maintain Consistent Groups**

RARA Day Camps will spread out and take part in their own activities as best as possible. Social distancing within small groups is strongly recommended, but may not always be possible.

- Playground time, bathroom breaks, and any other shared areas will be rotated between groups, when possible.
- When camp groups cross paths or are sharing an area, camps will adhere to strict hand hygiene.

### **Camp Activities**

When scheduling activities, Day Camp staff will consider lower risk activities when possible. Before and after each activity, campers and staff will be asked to wash and sanitize their hands. Non-essential visitors and guests will be limited.

### **Camper Drop Off and Pick Up**

In front of each camp group tent/shelter, there will be a check in/check out table.

- Hand hygiene stations will be available at check in/check out so campers and parents can clean their hands.
- Direct contact with parents will be limited to the extent possible.
- Only one parent will be asked to drop off/pick up each camper.

### **Transportation**

RARA Day Camps will be traveling by bus throughout the summer. Proper cleaning will be carried out for bus travel.

- Before boarding:
  - All campers and staff will be asked to wash or sanitize hands.
- After travel:
  - Bus will be cleaned and disinfected between camp groups or route runs.

### **Cloth Face Coverings**

Face coverings are not required at this time.