

Screening

Pre-Screening:

Campers (with parent/guardian assistance) and staff will be asked to self-monitor for 14 days prior to arrival and self-report if they suspect they have contracted COVID-19 or come into close contact with someone who has a confirmed/suspected case. Symptoms to monitor include: Fever of 100.4 F or greater, cough, shortness of breath, diarrhea, fatigue, headache, muscle aches, nausea, loss of taste or smell, sore throat, and vomiting.

Initial Screening:

Screening for COVID-19 will be incorporated into existing check-in screening procedures for overnight camp programs. For day camp programs, an initial screening for COVID-19 will be completed at check in. Screening will include a temperature check and reporting of any COVID-related symptoms.

Ongoing Screening:

Campers and staff will participate in daily screening. In day camps, this screening will take place at check in each day. For overnight programs, screening will take place in the morning, before campers/staff leave the cabin. Screening will include a temperature check and reporting of any COVID-related symptoms. Daily screening will be logged in standard form and collected/reviewed by Camp Fire professional staff each day.

In Case of a Confirmed or Suspected Case:

See Communicable Disease Response Plan

Preventing Spread

Hand Hygiene – Campers & General Staff:

Campers and staff will wash or sanitize hands:

- Before eating food (e.g., when entering the dining area)
- Upon entering your cabin
- After being in contact with someone who may have been sick
- After touching frequently touched surface (railings, doorknobs, counters, etc.)
- After using the restroom
- After using common items, such as sports equipment, computer keyboards and mice, craft supplies, etc.
- After coughing, sneezing, or blowing your nose

Hand Hygiene – Kitchen Staff:

Kitchen staff will wash hands:

- Before and after using gloves
- Before, during, and after preparing any food
- After handling raw meat, poultry, seafood, and eggs
- After touching garbage

Camp Fire Heart of Iowa COVID-19 Protocols for Summer 2021

- After using the restroom
- After wiping counters or cleaning other surfaces with chemicals
- After coughing, sneezing, or blowing your nose
- Before and after breaks

Physical Distancing:

Campers and staff will distance themselves whenever possible by utilizing a variety of techniques including increased spacing, small groups with limited mixing, and staggered scheduling.

Masks:

Masks must cover the mouth and nose and have a minimum of at least two layers. All staff and campers will abide by the following mask policy, regardless of vaccination status.

Campers and staff will wear masks in all indoor locations other than while eating, sleeping, showering, and brushing teeth. Masks will be worn by all campers and staff outdoors when physical distancing cannot be maintained. Campers should bring at least two masks per day at camp, one to be worn and at least one back up sealed in a plastic bag in case the first becomes wet or otherwise soiled. All programs will stock disposable masks for use by campers and staff as needed.

While wearing masks, campers and staff will avoid touching their face and the mask as much as possible. Masks should be put on, taken off, and handled with clean hands.

Facilities

Housing:

1. Rotation of staff between cabins will be minimized as much as possible.
2. Cabin access will be limited to individuals who reside in that cabin.
3. All cabin residents will use hand sanitizer upon entry.
4. Cabins will be cleaned/sanitized routinely.
5. Personal belongings will be kept in designated, individual spaces inside each cabin.
6. Beds will be arranged with at least four feet of space between beds. Campers will sleep in head-to-toe or toe-to-toe orientation.
7. Common spaces will be converted to sleeping areas to allow for additional distancing.

Bathrooms:

1. Staggered bathing schedules will be used to reduce the number of campers present at any given time.
2. Campers will be dispersed among assigned bathrooms when possible.
3. Bathrooms will be cleaned/sanitized routinely.
4. Campers will wash/sanitize hands when entering bathroom/shower facilities.

Cleaning & Disinfection

Communal Spaces:

As much as possible, communal spaces will be cleaned between groups but at least once daily.

Shared Items:

All campers and staff will sanitize or wash their hands before using shared items/equipment. As much as possible, these items will be disinfected between groups but at least once daily.

Frequently Touched Surfaces:

High touch surfaces in communal spaces, changing areas, toilets, showers, and restrooms will be disinfected/cleaned multiple times throughout the day.

PPE:

Staff will wear disposable gloves, face coverings, and any other necessary PPE equipment whenever performing cleaning tasks.

Trash Disposal:

Trash will be taken out at least daily.

Activities

General Guidance:

1. Activities will be held outdoors as much as possible.
2. Campers and staff will continue to practice proper hand hygiene during all activities and wear masks.
3. All shared items will be properly cleaned and disinfected between use. Shared, high-touch equipment will be limited/designated to specific campers/groups as much as possible.
4. Commonly touched surfaces will be cleaned/disinfected between groups as much as possible and at least daily.
5. As much as possible, staggered scheduling will be used to limit/reduce the number of campers participating in an activity at any given time.
6. All staff will be trained in First Aid/CPR procedures in compliance with the most recent recommendations from the American Red Cross.

Field Trips:

Field trips will be limited to facilities/destinations which are deemed by Camp Fire staff to have taken necessary precautions to reduce the risk of COVID exposure.

Staff Time Off:

Staff will be encouraged to remain on-site as much as possible during time off. When staff leave camp, screening and temperature checks will be conducted prior to entry.

Transportation

Overnight Camp Drop Off:

1. Parents/guardians will be asked to:
 - a. Wear masks while at camp
 - b. Minimize time they take saying goodbye
 - c. Say goodbyes inside vehicle as much as possible
 - d. Maintain physical distance with other parents/guardians and campers
2. Initial health screening (temperature and symptoms) will be performed before entering Clayton Lodge.
3. Campers and parents/guardians will sanitize hands before entering Clayton Lodge.

Overnight Camp Pick Up:

1. Parents/guardians will be asked to:
 - a. Wear masks while at camp
 - b. Maintain physical distance with other parents/guardians and campers
 - c. Sanitize their hands before entering Clayton Lodge.

Day Camp Drop Off/Pick Up:

1. Parents/guardians will be asked to:
 - a. Wear masks while at camp
 - b. Minimize time they take saying goodbye
 - c. Say goodbyes inside vehicle as much as possible
 - d. Maintain physical distance with other parents/guardians and campers
2. Daily health screening will be performed at check in each day before camper enters camp activities.
3. Campers and parents/guardians will sanitize hands before entering camp facilities/vehicles.

Travel by Bus or Van:

1. All vehicles will be stocked with disposable gloves, face masks, and cleaning supplies.
2. All staff (including drivers) are screened daily at the beginning of their shifts for signs of illness.
3. All drivers and passengers will sanitize hands before entering vehicles.
4. As much as possible, busses will be used to transport campers to provide for additional spacing between passengers.
5. As much as possible, when the same vehicle will be used multiple times, passengers will be assigned seats so they occupy the same space each time.
6. As much as possible, seats and commonly touched surfaces will be cleaned/disinfected between groups and at least once daily.
7. All staff and passengers will wear masks while in vehicles.

Food Service (Camp Hantesa)

Operations & Configuration:

1. Meals will be eaten outdoors as much as possible.
2. Dining tables will be distanced with additional tables added in the annex and fewer chairs per table.
3. When possible, multiple meal times will be added to the daily schedule.
4. All meals will be assembled and served by kitchen staff.
5. Additional hand sanitizing stations will be created outside of the dining hall.
6. As much as possible, utensils will be used rather than hands to eat.

Communicable Disease Plan (CDP)

In Case of a Confirmed or Suspected Case:

1. Staff will be careful to consider the age, fears, and concerns of campers before having any conversation with them.
2. Identified/suspected cases will be immediately isolated. Staff will ensure they are still receiving proper/necessary care while isolated.
3. Administrative staff will be notified immediately of any suspected cases.
4. Administrative staff will interview confirmed and suspected cases and begin contact tracing in coordination with local and state health resources, as necessary.
5. Parents/guardians will be informed immediately of any potential contact their children might have had with a confirmed or suspected case and/or if their children are experiencing any symptoms.
6. Administrative staff will consult with Health Care Manager and local public health officials to determine whether or not the suspected cases/those that came in contact should seek testing and/or be sent home.
7. If a camper or staff member warrants further clinical evaluation, arrangements will be made to do so, either in person or via telehealth.
8. If camper or staff member does not require immediate clinical evaluation but is told to return home, they will be isolated until appropriate return to home transportation can be arranged.
9. All campers and staff will follow the CDC's most current guidelines for isolation after a direct/potential exposure before being allowed to return to program.
10. An incident report will be completed. Documentation will include actions taken, decisions made, and all parties contacted.

Isolation Areas:

Each program site will prepare a specific isolation area for campers and staff to utilize as necessary. For overnight programs, this isolation area must include all necessary amenities for overnight stays.

Personal Protective Equipment (PPE) and Cleaning Supplies

All necessary PPE and cleaning/disinfectant supplies (disposable gloves, masks, cleaning supplies, etc.) will be stocked in convenient locations across all camps and vehicles. All staff will be trained on how and when to use PPE and cleaning/disinfectant supplies.

Financial Policy

All programs require a non-refundable deposit upon registration. If a camper is unable to attend their planned session due to possible or confirmed exposure to COVID-19, the deposit and any additional payments will be credited to a later camp session.