



## **Camp Pennwood**

### **Health and Safety Plan 2021**

Camp Pennwood is a traditional day camp for children with intellectual and developmental disabilities and will run from July 5 through August 6, 2021, Monday through Friday, 9:30am to 3pm daily. Campers range in age from 6-21.

The camp nurse is the designated person to be contacted in case of questions related to the COVID-19 protocol. She can be reached at 717-825-8347 during camp hours. The Arc of York County's Director of Community Services is Alicia Zienkiewicz and is the contact for COVID-19 related issues prior to the start of the camp season.

#### **TRAINING**

Staff will receive training/instruction on best practices for COVID-19 mitigation, including review of this Health and Safety Plan during the three-day staff orientation prior to the season.

Staff at Camp Pennwood attend a 3-day orientation prior to the start of camp. Each staff is trained in CPR and First Aid as well as Safety Care training. Staff will be taught how to properly wash their hands and also how to teach each camper how to wash their hands. They will be taught to reinforce these trainings as camp progresses. Staff will be taught when to notify the Camp Director and nurse of any symptoms in themselves or a camper. Staff will be taught that if they have any symptoms of COVID-19 they should not attend camp.

It is the responsibility of every camper, parent, and staff member to follow these guidelines to ensure the safety of campers, staff, and family members.

Camp Pennwood facilities include 41 acre wooded area as well as a lodge with a large open area, a kitchen, and two restrooms. A locked maintenance closet is also available for storage of cleaning supplies. There are three pavilions that are used during the camp season as well as a cabin (sensory area). The cabin contains an open area and two restrooms. Each restroom contains running water sinks, soap dispensers, paper towel dispensers, and foot pedal trash cans. The kitchen contains a hand washing sink with soap and paper towels. Trash cans in the kitchen are open at the top with lids. Gloves are used during meal prep and service.

The lodge at Camp Pennwood is 75' X 45' and the capacity is 96 individuals. During a typical camp season, we average 57 campers and staff combined each day. This year we will be utilizing our pavilions outside for the majority of the day in order to minimize the amount of people in the main lodge at any

given time. Throughout the day campers will be outdoors at the designated pavilions to enjoy music, art, sport, and sensory time. Each pavilion or location will be sanitized before the next group arrives in their location. We will be sanitizing shared areas between each use.

### **ARRIVAL AND DEPARTURE**

Staff and campers may only attend camp when they have no symptoms and have not been in contact with anyone with COVID-19 in the past 14 days, or have had a negative test.

Staff should self-check before coming to camp. Staff are responsible for self-screening before coming to camp by reviewing the following:

*Have you come into contact with anyone that has tested positive for COVID-19 in the past 14 days?*

*Do you have any of the following; cough, fever, shortness of breath, sore throat, loss of taste or smell, chills, or muscle pain?*

*Have you been tested for COVID-19 in the past 14 days*

If they have any symptoms or their temperature is above 100.4, they should not attend camp. If they have one or more of the following they should not attend camp:

Cough, new lack of smell or taste, shortness of breath, difficulty breathing

If they have two or more of the following they should not attend camp:

Fever (over 100.4), sore throat, nausea, diarrhea, muscle pain, vomiting, chills, runny nose/congestion, headache.

Campers and their families are responsible for self-screening before coming to camp by reviewing the following:

*Have you come into contact with anyone that has tested positive for COVID-19 in the past 14 days?*

*Do you have any of the following; cough, fever, shortness of breath, sore throat, loss of taste or smell, chills, or muscle pain?*

*Have you been tested for COVID-19 in the past 14 days*

If they have any symptoms or their temperature is above 100.4, they should not attend camp. If they have one or more of the following they should not attend camp:

Cough, new lack of smell or taste, shortness of breath, difficulty breathing

If they have two or more of the following they should not attend camp:

Fever (over 100.4), sore throat, nausea, diarrhea, muscle pain, vomiting, chills, runny nose/congestion, headache.

Both campers and staff will be given a self-check sheet for daily checks before coming to camp.

Staff and campers will have their temperature taken daily upon arrival. A measurement above 100.4, will result in immediate isolation while family are contacted. Family members will be expected to take their camper home immediately. All staff and campers will be asked the following questions daily upon arrival:

*Have you come into contact with anyone that has tested positive for COVID-19 in the past 14 days?*

*Do you have any of the following; cough, fever, shortness of breath, sore throat, loss of taste or smell, chills, or muscle pain?*

*Have you been tested for COVID-19 in the past 14 days?*

If the answer to any of these questions are yes, the camper or staff will be sent home immediately.

Camper's belongings will remain in their assigned lockers for their unit during the camp day.

Parents are asked to drop off their camper by using one of two methods. If driving to the lodge, parents are asked to stay in their vehicle and will be met at the circle by a staff person. If parents are using the parking lot and walking to the lodge, they will be met by a staff person who will escort the camper to his or her unit. It is extremely important that parents and family members do not enter the lodge or other buildings. This will minimize contact with other parents. Family members who need to speak with the nurse or a counselor should inform the staff person at the door. The person you need to speak to will come outside to speak with you.

Drop off staggering-Families will be asked to wait in their vehicles until the previous camper is out of the area. Campers will be escorted to their designated meeting area by a staff member.

Pick up staggering- Families will be asked to wait in their vehicles until their camper is brought to them. Campers will wait in their designated area until a staff escorts them to their family vehicle.

Only one camper may be dropped off or picked up at a time.

### **DAILY ACTIVITIES**

All staff must wear masks at all times except when eating. Masks must be a cloth covering or other mask that offers a higher degree of protection.

1. Cloth masks should:
2. Fit snugly but comfortably against the side of the face,
3. Be secured with ties or ear loops
4. Include multiple layers of fabric
5. Allow for breathing without restriction
6. Be able to be laundered and machine dried without damage or change to shape.

Campers will be expected to wear a mask/face shield. If a camper refuses to wear a mask or is unable to wear a mask for health reasons, their activities may be adjusted to ensure their safety and the safety of others. Alternate outdoor activities will be made available for campers who refuse to wear a mask. Camp staff will contact all families before the start of camp to discuss each camper's ability and willingness to wear a mask. This will help to determine the best alternative activity or solution.

Alternative can include providing one to one staff and an activity that is separate from the group. In extreme cases, The Arc of York County may exclude applicant from participation in the 2021 camp season.

Social distancing should be practiced at all times with a minimum of 6 feet between campers.

Camp activities will be held outdoors whenever possible. Art and music time will be spent in the outdoor pavilions and sport time will be outdoors unless there is inclement weather.

Campers will be split into units of 10 campers each. In the case that more than 10 campers need to be assigned to a unit, additional staff will be assigned to help with the COVID-19 protocol. They will assist with social distancing, hand washing, etc. Typically, Camp Pennwood has 2 floaters to help with staffing issues and behavioral issues. An extra staff has been added this year due to the pandemic. Each unit will be assigned a designated meeting area for the entirety of camp. The units will be made up of campers of approximately the same age. Camp counselors will be assigned to a unit for the entirety of camp. There is a 3 camper to 1 staff ratio at Camp Pennwood.

If a camper or staff becomes ill during the day, they will be isolated in the designated area until the family arrives. Cleaning and disinfecting will be done after the camper has left and before any other campers utilize that area. Staff will use gloves and a mask when cleaning the affected area. The carpeted area will be vacuumed and the hard floors will be swept and mopped. Any surfaces will be cleaned and disinfected. The Department of Health will be contacted for all confirmed or suspected cases of COVID-19

### **FACILITIES**

Doors at camp will be opened each day before the campers arrive to allow for better ventilation. Doors will remain open all day. Two air conditioners and their fans are in use to circulate the air in the main lodge. Filters will be changed weekly.

Signs will be placed throughout camp to promote social distancing and protective measures. These signs include: Handwashing reinforcement, handwashing techniques, cover coughs and sneezes, social distancing, what to do if you feel sick, please wear a mask, symptoms of COVID-19, and stop the spread of germs,

Floor stickers will be used to encourage social distancing inside the main lodge and cabin.

Sinks that are used by campers are in the restrooms. Only staff have access to the kitchen sink.

### **CLEANING AND SANITIZATION**

Hand sanitizer will be made available and should be used after each activity and snack time.

Campers should be encouraged to use hand sanitizer when they are unable to wash their hands for at least 20 seconds with warm water and soap. Soap dispensers are available in each restroom and in the kitchen. There are a total of 5 soap dispensers and 5 hand sanitizer dispensers at Camp Pennwood.

Campers and staff will be taught proper handwashing techniques and these techniques will be reinforced throughout the camp season. Technique to be taught will be as follows:

1. Wet hands with clean, running water(warm or cold), turn off the tap, and apply soap

2. Lather hands by rubbing them together with soap. Lather the backs of hands, between fingers, and under nails.
3. Scrub hands for at least 20 seconds.
4. Rinse hands well under clean, running water.
5. Dry hands using clean towel or air dry them.

Paper towels will be available for drying hands after washing. Paper towels should be disposed of in the waste receptacle adjacent to the sinks. The waste receptacle will have a foot pedal to open the lid.

Signs will be posted throughout the camp facilities and restrooms to reinforce proper hand washing techniques.

Surfaces will be cleaned with disinfecting cleaner after each activity and at the end of the day.

Playground equipment will be sanitized at the end of each day.

Restrooms and high touch areas (door handles, tables, chairs, light switches) will be sanitized twice daily.

All shared objects will be sanitized between each use. (toys, games, balls, art supplies).

### **COUGHING AND SNEEZING**

Staff and campers should cover their mouth and nose with a clean tissue when coughing or sneezing. They should throw the tissue in a trash can when finished. If they do not have a tissue, they should cough or sneeze into their elbow. They should wash their hands after coughing or sneezing. If they are unable to wash their hands, they should use hand sanitizer. If you cough or sneeze into your mask, it should be changed as soon as possible. Extra masks will be available for campers and staff that need them. Tissues will be made available throughout camp. Tissues should be immediately thrown in the trash cans available throughout camp. Coughing and sneezing etiquette will be part of the 3-day orientation and staff will coach the campers on proper technique. They will continue to reinforce proper technique throughout the entirety of the camp season.

### **PRODUCTS**

Sanitizing and disinfecting supplies will be stored in the locked maintenance closet until use. Areas being sanitized will be well ventilated and campers will not be present during the process.

Gloves will be worn when emptying the trash.

Gloves will be worn when working with bodily fluids and hands should be washed immediately upon removal of the gloves.

Gloves should be worn when preparing food and when feeding a camper if applicable.

### **FOOD AND WATER**

Water jugs will be available with disposable cups for drinking throughout the day in place of reusable cups or water fountains.

Dining area will be sanitized between each lunch group.

Disposable eating utensils, plates, and cups will be used for lunch and snack.

During lunch, campers will be seated 6 feet apart. Each unit will have an assigned time for lunch to minimize the number of campers in the main lodge at one time.

When possible, campers will eat at the outdoor pavilions.

Instead of campers coming to the counter to get their lunch, staff will take their lunches to the campers at the table. Campers will be seated 4 to a picnic table outside. If eating inside, campers will be seated 4 to a table as well. Campers will be staggered at each table so as to not sit in front of each other.

### **VISITORS AND FIELD TRIPS**

Visitors will not be permitted during the camp season.

Camp Pennwood offers activities by individuals and groups each week. These individuals and/or groups will be screened by the camp director before entering the building. They will be asked the following questions:

*Have you come into contact with anyone that has tested positive for COVID-19 in the past 14 days?*

*Do you have any of the following; cough, fever, shortness of breath, sore throat, loss of taste or smell, chills, or muscle pain?*

*Have you been tested for COVID-19 in the past 14 days*

They will also have their temperature taken. If their temperature is above 100.4, they will not be permitted in the facility.

They will be required to wear a mask over their mouth and nose.

Campers attend the Graham Aquatic Center on Tuesday and Thursday each week. Vans are used to transport the campers. Each van will transport 3 campers and 1 staff member to the pool. Campers will be spaced 3 feet apart on the vans. All campers and staff will wear a mask. The air conditioning in the vans will be used for proper ventilation. The Graham Aquatic Center is located off site. Campers from Camp Pennwood will be in a location at the pool at least 6 feet from other patrons of the pool. Campers and staff will wear their masks unless in the water.

### **SHARED FACILITIES**

Camp Pennwood does not share space with other members of the public/community. We have had a working relationship with the JCC in the past, but will not be participating with them this year.

### **CONTACT TRACING AND QUARANTINE**

Contact tracing will be conducted for close contacts (any individual within 6 feet of an infected person for a total of 15 minutes or more) of laboratory-confirmed or probable COVID-19 patients.

If a camper becomes sick, staff will remove the camper from the group and isolate them in the designated area until a parent picks them up.

If a staff member or camper comes into contact with someone with COVID-19, they should not return to the program and should quarantine for 14 days before returning. Staff and campers should not return to camp if they are awaiting test results.

Staff and campers should stay home if they have tested positive or are showing any symptoms of COVID-19. All absent campers and staff will be contacted to find out the reason for their absence. All positive cases or suspected cases will be documented.

Asymptomatic close contacts who are not tested should self-quarantine and be monitored for 14 days after their last exposure.

We ask that you please let our staff know the date of last contact with a positive person so a date can be determined that he/she may return to the program. Campers may not return until that date. This will be 14 days from the last date of exposure.

Campers or staff will be notified if they have been exposed by another camper or staff.

If a camper or staff shows symptoms during the camp day, Camp Pennwood will be thoroughly cleaned by the cleaning crew before the next camp day. No other campers will use the contaminated area until properly cleaned and sanitized.

Camp Pennwood is a day camp only. Campers do not spend the night at Camp Pennwood.

**HIGH RISK CAMPERS**

Staff and participants who are at higher risk for severe illness should evaluate the risks and benefits of participating in Camp Pennwood. You can contact our Director of Community Services, Alicia Zienkiewicz at 717-846-6589 for alternate activities.

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

Printed Name \_\_\_\_\_

Camper Name \_\_\_\_\_

## Self-Screening Form

Please complete this tool every day before attending camp.

If you answer “YES” to any of the questions below, you must stay home from camp and follow up with your health care provider as needed.

	My Child.....	YES	NO
1.	Has ONE or more of the following: *Cough *New lack of smell or taste *Shortness of breath *Difficulty breathing		
2.	Has TWO or more of the following: *Fever (100.4 or higher) *Sore Throat *Nausea *Diarrhea *Muscle pain *Vomiting *Chills *Runny nose/congestion *Headache		
3.	Has taken medicine this morning to reduce a fever (Ex. Tylenol/Ibuprofen)		
4.	Can answer YES to the following: *Has been in close contact (within 6 feet for 15 minutes or more) with someone confirmed with COVID-19 *Has had a COVID-19 test in the past 14 days		