Covid-19
DAY CAMP GUIDELINES

These guidelines were developed based on the recommendations of the North Carolina Department of Health and Human Services and the Center for Disease Control specific today camp or program settings serving children and teens.

General Program Information

1. Hours of Operation
    a. Summer Camp
        i. Dickerson – 7:00 am – 6:30 pm (participants must be pre-registered)
        ii. MAFC – 7:00 am – 6:00 pm (participants must be pre-registered)
2. Parents must provide lunch from home. Food must not require refrigeration or to be microwaved. Staff will provide **prepackaged snacks and drink** per day. No food items containing peanuts, peanut products or tree nuts are permitted due to food allergies.
3. Camps will utilize City facilities that are currently available for public use.
4. Camp will operate with a minimum staff to camper ratio of 1:10. Each assigned group and counselor will remain intact throughout the camp week. When possible campers signed up for multiple weeks will be grouped together.
5. Any alterations to group sizes will be governed by revised restrictions for mass gathering capacities and/or participants per square foot rules.
6. Sanitation and facility cleanings will follow guidelines and recommendations set by CDC and the NCDHH. Each group of participants will be assigned equipment and supplies which will be sanitized at the end of each day.
7. Registration capacities will be governed by restricted mass gathering capacities and/or participants per square foot rules. If registrations exceed the recommended number, the Parks and Recreation Department may utilize other municipal recreation facilities to accommodate all registrations.

Facility Set-Up

1. Ratio of 1:10 counselors to participants.
2. All tables set-up with chairs placed at end of tables to provide social distancing (tables not touching).
3. 2 participants are assigned a table per room.
4. Prop open interior doors. Exterior doors remain closed.
5. Activity bags are designated per participant setting that include appropriate games and arts & craft supplies.
6. Each group is designated their own equipment box for active activities.
7. All activities must be adapted to provide appropriate social distancing.

Personal Hygiene Protocols

Staff PPE Requirements

1. Cloth face coverings must be worn by staff when in the day camp facility and when unable to maintain at least six feet of distance during outdoors activities
2. Gloves should be worn when sanitizing and/or cleaning the facility. Gloves should be removed and properly disposed of after each usage.
3. Hands should be cleaned with soap and water or by hand sanitizer before and after escorting camper to and from the facility during drop off and pick up.

Handwashing Guidelines for Staff and Participants

Hand washing is the first line of defense to avoid the spread of germs. However, hand sanitizers will be made available to staff.

1. Immediately upon arrival
2. Before and after any snack or food related activities
3. After playing outside.
4. After using the restroom.
5. After sneezing, coughing, blowing their nose or coming into contact with any bodily fluids.
6. After messy play, including water play.
7. After utilizing equipment in a group setting.
8. Whenever hands are visibly dirty.
9. After touching contaminated surfaces.
10. Before going home.

General Sanitation

A sanitizing solution as recommended by CDC will be mixed and provided by for sanitation.

1. Door handles, keyboards, light switches, tables, game controllers and other often touched areas and items will be sanitized with an approved sanitizing solution per CDC guidelines and recommendations.
2. If more than one group is utilizing a restroom, that group will be designated their own unisex restroom if feasible or available. If not available, groups will stagger restroom visits to allow for sanitation between groups.
3. Any other items not listed should be sanitized appropriately and based on need.

Cleaning and Sanitation Rotations

Time	Task	Signature
Open	Bleach Solution administered:	
	Door handles	
	Tables	
	Bathrooms	
	Counter Tops	

	Kitchen area	
	Bathroom stall handles	
	Light Switches	
	Game Controllers	
11:00 AM	Bleach Solution administered:	
	Door handles	
	Tables	
	Bathrooms	
	Counter Tops	
	Kitchen area	
	Bathroom stall handles	
	Light Switches	
	Cubbies	
	Game Controllers	
3:00 PM	Bleach Solution Administered:	
	Door handles	
	Tables	
	Bathrooms	
	Counter Tops	
	Kitchen area	
	Bathroom stall handles	
	Light Switches	
	Sports Activity Box Equipment	
	Game Controllers	
Close	Bleach Solution administered:	
	Door handles	
	Tables	
	Bathrooms	
	Counter Tops	
	Kitchen area	
	Bathroom stall handles	
	Light Switches	
	Cubbies	
	Game Controllers	
Bathroom Breaks	Bleach Solution administered:	
	Door handles	
	Tables	
	Bathrooms	
	Counter Tops	
	Kitchen area	

	Bathroom stall handles	
	Light Switches	
	Game Controllers	

Check-In/Drop Off Procedures

1. Each week a staff member will be designated to administer the drop-off process for children. Parents are instructed to call or text the designated site number if the drop-off or a child is needed outside of these times.
2. Temperatures of campers will be taken by the parent or staff and recorded by staff using an approved thermometer before participant is allowed entry into the facility. Staff will utilize an infrared no touch thermometer.
    a. Parents are expected to keep children home if they or any member of the household have a temperature of 100.4 or higher or exhibit symptoms of infection.
    b. If a child exhibits a temperature higher than 100.4 or exhibits symptoms of infection, the child will not be allowed to participate in camp and will be left in the care of their parent/guardian. The child will not be eligible for return to camp until the child displays no temperature for 72 hours without temperature reducing medicine.
3. Parents we be required to answer a series of Covid-19 health assessment questions each day as a part of a daily health screening.
4. Staff will confirm health screening questions and record temperatures. Parents will be required to provide their own pen to sign children in daily or will be given a pen to keep for future use.
5. Parents will remain in their vehicle and staff will escort participants to and from the facilities. No parents or guest will be permitted in the facilities.
6. Supervisor will provide a parent information sheet that includes health precautions, contact information and other pertinent information involving the camp to parents.

On Site Sickness Procedure

1. There will be a designated sick room for those participants displaying a temperature of 100.4 while participating in the camp.
2. Temperatures are taken and recorded multiple times throughout the day.
3. If an abnormal temperature is discovered, that individual will be placed in the onsite sick room and a supervisor will call parents for pick up immediately. Parents are required to pick up children displaying a temperature of 100.4 or other symptoms immediately.
4. If a participant becomes ill, staff will follow the direction of the Union County Health and the City of Monroe Human Resource Departments in regards to the isolation or quarantine procedures for both staff and other camp participants.

Pick up Procedures

1 Parents are to remain inside of cars.
2 A staff member will be designated each week to administer the pickup process for children. Parents should call or text the designated site number if pick up is outside of these times.
2. Assigned staff member will escort child to their car. Staff member must sanitize their hands by washing them or utilizing hand sanitizer prior to and after escorting child to the car.
3. Staff will verify ID as an individual approved for pick up. Parents/guardians must show valid ID matching the name on the pickup list before child is released.

4. Parents will be required to provide their own pen to sign children out daily or will be given a pen to keep for future use.
5. All general information will be briefly discussed with the parent at the time of pickup and in an effort to limit staff exposure, any other information requiring extended conversations will be discussed via email or by phone.