

## GENERAL Recommended GUIDELINES FOR SUMMER DAY CAMPS

All Indiana school age summer camp programs should take measures and institute safeguards to ensure a safe environment for their employees, children and families. Programs that wish to utilize space in a public or private school building that either receive funding from FSSA, are licensed and/or regulated through FSSA and/or meet an exemption as outlined in Indiana Code 12-17.2-2-8 are permitted to do so. The use of buildings, grounds and facilities for other activities consistent with current regulations and the governor's executive orders are permissible.

The safeguards below are based on the recommendations of the CDC and are meant to align with Governor Holcomb's Back on Track plan.

### Day camps may begin to operate beginning June 1, 2020

#### Monitoring and Preparing

**Employee Screening Procedures:** Conduct daily health assessments by implementing screening procedures for COVID-19 symptoms for all employees reporting for work. Examples include self-assessment of symptom before arrival in the workplace, screening questions upon arrival, and daily temperature checks. To minimize missed infections, at least two procedures should be implemented every day.

Summer programs should have a plan in place if an employee presents with symptoms that results in their being sent home. Resources for testing are available in Indiana through medical providers and OptumServe. These procedures should remain in place through stage 5.



*Information for testing sites can be found [here](#)*

**Arrival/Pick-Up Procedures:** Arrival and pick-up procedures should include staggering times and/or having camp staff meet families at a designated location outside, or at the facility entrance, to escort the children as they arrive and depart. Your plan for drop off and pick-up should limit direct contact between parents and staff. These procedures should remain in place through stage 4, and be re-evaluated in stage 5.

**Child Screening:** All summer camp operators should institute the practice of checking the temperature of each child as well as a health assessment as campers are dropped off, before the parent or guardian leaves. For examples of temperature screening methods to use upon arrival, please see the CDC guidance [here](#) under the heading "screen upon arrival". If a camper presents with a temperature of over 100.4 or exhibits any symptoms of COVID-19, the camper should not remain at the camp and must return home with the parent.

Campers who have had COVID-19 like symptoms as described in this document, or have tested positive for COVID-19 should be advised to self-isolate at home and not return to camp until they have been fever-free for at least 72 hours (3 days) without being given fever-reducing medications AND have had improvement in their symptoms AND at least 10 days have passed since their symptoms first appeared. These procedures should remain in place through Stage 5.

Identify an area to separate anyone who exhibits COVID-like symptoms during hours of operation, and ensure that campers are not left without adult supervision.

*Campers should be contained by geographic area and campers from states other than Indiana should not be permitted to attend.*

**Visitor entry** - In addition to the social distancing guidelines described above, screening (also described above) should occur for all visitors at the child care entrance. This should remain through stage 5.

**Deliveries**- Visitors (including those making deliveries) should adhere to screening protocols through stage 5.

**Personal Protective Equipment:** It is recommended adults and campers wear cloth face coverings. The cloth face coverings recommended are not surgical masks or N-95 respirators. Those are critical supplies that must continue to be reserved for healthcare workers and other medical first responders, as recommended by current CDC guidance.

**Handwashing/Sanitizing:** Educate campers and staff about proper handwashing strategies, which include washing with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing their nose, coughing, or sneezing. If soap and water are not available and hands are not visibly dirty, an alcohol-based hand sanitizer that contains at least 60% alcohol may be used.

Sanitizer stations may be set up in outside spaces for use which campers are engaged in outdoor activities, but must always be kept out of reach of young children.

**Group Size:** Small camper to instructor ratios should be adhered to. Children should be separated by age, when possible, with no more than 20 campers to 1 adult.

**Social Distancing:** Close physical contact should be avoided. It is recommended that the same campers be placed with each other each day, and with the same instructor each day. This will be referred to as a “unit” throughout the remainder of this document. Units should be kept together, as much as possible, while doing activities indoors and outdoors each day. If you are supporting children of health care workers or other first responders, consider creating a separate space or unit for those children. Programming in this manner will support ease of isolation identification and contact tracing as part of the overall community health strategy.

**Communication:** Create a communication system for staff and families for self-reporting of symptoms and notifications of closures.

### Daily Activities

#### Field Trips

Field trips in Stage 4 to destinations such as museums, zoos, bowling alleys, aquariums and like facilities would be permitted provided that the camp can transport children maintaining social distancing practices such as sitting one child per seat.

Beginning in Stage 5, field trips can resume to destinations like fairs, festivals, amusement parks and like events, provided that the child care can transport children maintaining social distancing practices such as spacing children appropriately.

- The vehicle ventilation fan(s) should be placed on high, in non-recirculating mode, to maximize the intake of outside air, and to minimize the recirculation of inside air.
- After each use of the vehicle it should be cleaned using any product that meets the EPA’s criteria against SARS-CoV-2, the virus that causes COVID-19. After transporting children, leave the rear doors of the transport vehicle open to allow for sufficient air changes to remove potentially infectious particles.

Consideration must be given to ensure vehicle safety if staff is not able to stay with the vehicle.

**Common Areas and Special Activities:** Limit the mixing of units, such as staggering the use of common area times and keeping units separate for special activities such as art, music, or other enrichment activities. One unit at a time should occupy indoor spaces such as gyms, cafeterias, or auditoriums. Note cleaning and disinfection guidelines below.

*Outdoor activities are preferred over indoor activities and camp schedules should be adjusted to accommodate this whenever possible.*

**Cleaning and Disinfection:** The following guidance regarding cleaning and disinfection should remain in effect through Stage 5.

- Intensify cleaning and disinfection efforts: Facilities should develop a schedule for cleaning and disinfecting including at least one hour a day of deep cleaning when campers are not present.
- Routinely clean, sanitize, and disinfect surfaces and objects that are frequently touched, especially sports equipment and games. This may also include cleaning objects/surfaces not ordinarily cleaned daily such as doorknobs, light switches, classroom sink handles, countertops, desks, chairs, and cubbies. Use the cleaners typically used at your facility.
- Use all cleaning products according to the directions on the label. For disinfection, most common EPA-registered, fragrance-free household disinfectants should be effective. If surfaces are dirty, they should be cleaned using a detergent or soap and water prior to disinfection. Follow the manufacturer's instructions for concentration, application method, and contact time for all cleaning and disinfection products.
- If possible, provide EPA-registered disposable wipes to staff members so that commonly used surfaces can be wiped down before use. If wipes are not available, please refer to CDC's guidance on disinfection for community settings.
- All cleaning materials should be kept secure and out of reach of young campers.
- Cleaning products should not be used near campers, and staff should ensure that there is adequate ventilation when using these products to prevent campers from inhaling toxic fumes.



For a list of products that the EPA has found to be effective against COVID-19 please visit this [site](#).

**Meal Service:** Programs should not participate in family style meals and should practice social distancing during meal times, ideally 6 feet apart. Programs should maintain units during meal times as well. Bagged or boxed meals with all necessary utensils, condiments, napkins, etc. included would be the preferred method. In addition, prior to any meal service all campers should utilize hand washing or sanitizing to ensure safe eating practices.

**Contact Sports:** Sports in which campers necessarily come into contact with one another should be avoided. Skills training, drills and games must be modified to eliminate all contact.

**Swimming and Aquatics:** The use of pools shall be in accordance with CDC guidance and at 50% capacity. No food service should be offered pool side.

### General Recommendations

*Monitor absenteeism to identify any trends in employee or child absences due to illness- This might indicate spread of COVID-19 or other illness. Have a roster of trained back-up staff in order to maintain sufficient staffing levels.*

*In the event a person diagnosed with COVID-19 is determined to have been in the building and poses a risk to the community, programs may consider closing for a short time. (1-2 days) for cleaning and disinfection.*

*Information provided by the American Camp Association regarding Aquatic Facilities Operations can be found by visiting this [site](#).*