

# TRAILS

HAYES SUMMER CAMP

Hayes Summer Camp 2020  
COVID-19 Policies and Procedures

All of our Hayes Summer Camp staff have undergone a thorough training on the COVID-19 policies and procedures listed in this document. These policies will be strictly enforced for the duration of Hayes Summer Camp 2020 (June 30-August 7).

All of the content of this document has been based entirely on the recommended best practices found in the following field guides and governmental articles:

American Camp Association., YMCA of the USA. (2020). Field guide for camps on implementation of CDC guidance. *Environmental Health & Engineering, INC.*  
<https://acacamps.app.box.com/s/7gkh9buu3ntssx2v38gajg4z94631lag>

Centers for Disease Control and Prevention. (2020). Considerations for youth and summer Camps.  
<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/summer-camps.html>

Pennsylvania Department of Health. (2020). Summer recreation, camps, and pools: Frequently asked questions.  
<https://www.governor.pa.gov/wp-content/uploads/2020/05/20200522-Department-of-Health-2020-Summer-Program-FAQ.pdf>

If you have any questions or concerns about the following document please contact our Hayes Summer Camp COVID-19 Response Coordinator at [r.burks@trailsministries.org](mailto:r.burks@trailsministries.org).

## **Pre-Screening**

Each day prior to entering the morning or afternoon pick-up vehicle, campers will have their temperature taken by a trained TRAILS staff member donning the proper PPE for the task. The thermometer will be properly cleaned and sanitized between uses. Any camper with a temperature greater than 100.4 degrees Fahrenheit will not be allowed to come to camp until they can produce a negative COVID-19 test result administered by a licensed medical professional.

Before clocking in to work, all TRAILS staff are required to complete a seven-question pre-screening assessment. The seven questions are as follows:

- Do you have a fever of 100.4 or more?
- Do you have a cough?
- Do you have a headache?
- Do you have a sore throat?
- In the last two weeks have you had contact with someone diagnosed with COVID-19?
- In the last two weeks have you visited a place where COVID-19 is spreading?
- Have you washed your hands prior to starting work?

## **Transportation**

While riding in a TRAILS vehicle, all campers and staff will be required to wear a facemask and latex gloves. The windows on the vehicle will remain rolled down to provide increased ventilation as long as the weather permits. After each group of campers exits the vehicle, it will be properly cleaned and sanitized before admission of the next group.

## **On-Site Activities**

All on-site activities will be designed to keep campers socially distant as much as possible. Sharing of materials such as craft and athletic supplies will be kept at a minimum. If sharing of supplies is needed, staff will sanitize the item before it transfers to the hands of another camper.

### **Indoor Activities**

While participating in indoor activities, staff will attempt maximize general ventilation by utilizing window and door openings. If windows must remain shut due to weather, insects, or safety conditions, staff will maintain continuous operation of exhaust fans when possible. Supplementary floor fans will be considered for use, if overall ventilation and thermal comfort must be improved, especially when there are limited window and door opening opportunities (American Camp Association, 2020).

## **Outdoor Activities**

Outdoor activities will be prioritized to ensure campers are in maximum ventilation for the majority of the day. During these activities, campers will not be required to wear face masks. Staff will still wear face masks during outdoor activities.

## **Field Trips**

There will only be two field trips (Outdoor Immersion and Ready Yourself Youth Ranch), both of which take place mostly if not entirely out of doors. During these field trips, transportation procedures will be strictly enforced. Handwashing rhythms will be maintained as much as possible with the assistance of portable sinks which will accompany campers on field trips. Hand sanitizer will also be made available.

## **Face Masks**

### **Hayes Summer Camp Staff**

**Indoors:** While indoors, Hayes Summer Camp staff will be required to wear a face mask at all times.

**Outdoors:** While outdoors, Hayes Summer Camp staff will be required to wear a face mask while in the presence of campers.

### **Campers**

**Indoors:** While indoors, campers will be required to wear a face mask at all times.

**Outdoors:** While outdoors, campers will NOT be required to wear a face mask.

Special arrangements can be made for campers and staff members with asthma or other respiratory limitations.

TRAILS Ministries will provide disposable face masks to any camper or staff member who needs one. Parents, however, will be encouraged to provide and keep washed a reusable cloth facemask for their child(ren).

## **Handwashing**

All campers will be required to wash their hands upon entering the site and before they put their gloves on to get in the transportation van to return home. Additionally, (when on site) every thirty minutes throughout the three-hour camp session campers will take a break to wash their hands. TRAILS has purchased a portable sink for each site that can accompany staff/campers on all outdoor activities and field trips.

A TRAILS staff member will be present when campers are washing their hands to ensure they do so thoroughly and for an adequate length of time (20 seconds).

## **Site Cleaning and Disinfecting**

Each day before campers arrive, and after they leave, staff will thoroughly clean and disinfect all high-touch surfaces such as tables, railings, doorknobs, sinks, etc. Additionally, any mid-day cleaning and disinfecting will be completed on an as needed basis. A team of trained housekeeping staff will provide supplementary cleaning and disinfecting to each site on a regular basis.

## **Contact Tracing**

In the unfortunate event of a confirmed or probable case of COVID-19, TRAILS will adhere to the following protocols:

If more than 7 days have passed since the person who is sick visited or used the facility, additional cleaning and disinfection is not necessary. Continue routine cleaning and disinfection. If less than 7 days, close off areas that were used by the person who is sick and carry out the following:

- Open outside doors and windows to increase air circulation in the areas, if possible.
- Wait up to 24 hours or as long as practical before you clean or disinfect the space to allow respiratory droplets to settle before cleaning and disinfecting. Outdoor venues and equipment could be cleaned without delay.
- Clean and disinfect all areas used by the person who is sick. Run ventilation system during cleaning.
- Use dedicated cleaning and disinfecting materials to disinfect a potential source area. The cleaning equipment should not be used to clean other areas until they are thoroughly cleaned and disinfected.
- Enhanced cleaning\* is recommended if it is determined that a person with COVID-19 was present in a building (e.g., dining hall, gym, bunk, etc.) or at camp activity areas for at least 15 minutes (American Camp Association, 2020).

Counselors will also complete a daily contact tracing document (Appendix A) where they will list everyone who came into contact with the campers that day.

\*Details on “enhanced cleaning” can be provided upon request

**Appendix A**  
**Contact Tracing Documentation**

Name of Person Completing: \_\_\_\_\_

Date: \_\_\_\_\_

Who all did the campers interact with today?

**TRAILS Staff:**

**Other Campers:** (list anyone who might not be on the attendance sheet, otherwise please write “see attendance sheet”)

**Church staff:**

**Special guests:**

**Field Trip Staff:**

**Other:**

