COVID-19 Re-Opening Guidelines for Summer 2020
Updated on June 25, 2020

Background
The following provides the minimum standards that the City of Davis will be implementing in regards to operating Day Camps in accordance with Physical Distancing and Sanitation Protocols as defined in the existing County of Yolo Order of the Health Officer and Emergency Regulations effective June 2020. These guidelines also align with the CDC Interim Guidance for Child Care Program and Reopening guidelines created by the American Camp Association. These guidelines are subject to change based on changes in local, state and federal direction related to COVID-19.

Facility Requirements
Staff will be continually assessing facilities to ensure that camp activities can be conducted with necessary physical distancing prescribed by the County of Yolo Public Health protocols for Childcare. The following requirements must be met for outdoor camp times.

- Check-in/check-out area is sufficiently spaced and marked so that participants and parents/guardians can line up six-feet apart. Check-in/check-out will be done outdoors. Check-in/check-out will be located in pre-designated spaces for each grouping of campers, so parents/guardians do not bottleneck more than ten per location while maintaining a six feet gap between each household cluster waiting to check-in.

- Restrooms are accessible during all camp hours, and will be regulated to ensure that only one-person per stall is inside the restroom facility. Markings must be placed to ensure that people waiting to enter the restroom are six feet apart.

- Handwashing facilities, or hand hygiene stations, will be accessible so that participants and staff can wash hands and/or use hand sanitizer at minimum at each transition of activity and/or every 60 minutes. Staff shall carry hand sanitizer with them at all times in COVID Carry Kit.

- An isolation area (resting station) will be established to keep participants or staff that develop symptoms during camp away from others. This will be a pre-designated area near where camps are hosted. Each facility will need a primary isolation area pre-designated and a secondary isolation pre-designated.

- Lunch and snack areas will be set-up to provide six-feet of separation between each participant. Lunch and snack areas will be disinfected and sanitized by staff after each use.

- Camp Signage is available at the each check-in/check-out area, visible to staff and participants.

- Each camp group of 12 children or less will be in a separate area and will not interact with each other at any time. It should be noted, the City of Davis is targeting each camp to be a 1:10 counselor to camper ratio, not including volunteers. The participants in a camp group must remain with that group each day, and cannot be moved from one group to another. Rotation of areas may only be performed if the area is cleaned, sanitized and disinfected prior to another camp unit using the area.

Registration Procedures
On-line registration will only be accepted. No on-site registration will be allowed. Camp participants must be enrolled, and completed their registration fee and emergency information prior to being dropped off at the camp site. Camp participants cannot be at the camp location without the registration process being complete.
Check-In / Check-Out Procedures
An area for check-in/check-out of camp participants will be identified and a process provided to ensure that all participants and staff are able to practice physical distancing. Information will be sent out to each household approximately one week prior to the camp start date with more detailed information for parents/guardians specific to that camp location. Staff and participants must conduct a health screening prior to arriving on site, and a secondary screening will be conducted during the check-in process.

- Clearly visible signage must advise participants that they must: avoid coming to the camp site if they have a cough or fever; wear a facial covering; maintain a minimum of six-foot distance from one another; and not engage in any unnecessary physical contact.

- Prior to arriving to the camp site, staff, participants and parents must perform a self-conducted health screening by taking their temperature, and ensuring that they do not have a fever of 100°F or higher. They must also ensure that they do not have symptoms that the CDC has indicated are symptoms of COVID-19.

- Upon arrival, camp participants will receive a secondary health screening by camp staff, which includes taking their temperature with a no touch (temporal) thermometer. Camp participants must not have a temperature of 100°F or higher, and must be asked to confirm that they do not have any of the symptoms that the CDC has indicated are symptoms of COVID-19. Temperatures of camp participants will not be recorded per guidance by the City’s Human Resources Director and concerns over HIPPA.

- Staff conducting the health screening must wear a facial covering and disposable non-latex gloves during the screening. The same gloves may be used to conduct all health-screening checks provided this task is uninterrupted, and as long as no other surfaces were touched for the duration of the health-screening process.

- Check-in time or location will be staggered to ensure that no more than 10 participants are checking in at the same time or location. Check-in area must be marked to indicate 6 feet of separation between every participant/parent.

- If a participant has a temperature of 100°F or higher there will be an allowable grace period (up to ten minutes) where the camper can wait with their parent/guardian in a vehicle or a reasonable distance away from the facility. This guideline recognizes that temperatures can rise quickly if the camper was running to the facility excited, wearing a hat, or drinking a hot drink. If after the second test, they still test 100°F or higher, the camper will need to leave the area immediately for the remainder of the day. Staff must also disinfect all surfaces and areas that the dismissed camper may have touched. If the camper has a temperature of 100°F or higher, a new pair of gloves is required and the non-contact thermometer should be disinfected and sanitized before additional participants are checked.

- When parent/guardians want to check-out their child, they will remain six feet distanced apart and notify the Senior Leader camp staff on-site. Staff will then visually check them out and staff will sign that they visually checked the child out of camp completing the transfer of guardianship back to the parent/guardian. Staff will try to use their time as expeditiously as possible, and get campers in clusters of same working camp units as necessary to be transferred back to their parents.

Equipment Requirements
Staff will consider how to minimize touch points between staff and participants, and/or establish processes to clean and sanitize equipment and surfaces between touches wherever possible. Toys and equipment that cannot be cleaned and sanitized will not be used.

- A container for soiled toys and equipment with soapy water will be available (out of reach of children). Any toys/equipment placed in a child’s mouth or otherwise contaminated by body secretions or
excretions should be placed in the container until they are cleaned and dried (staff must wear gloves when handling contaminated items).

- Children’s books and other paper-based materials are not considered a high risk by the CDC for transmission, but will be minimized in their use for camp activities.

- For camp activities that require each participant to create something, each participant will have their own craft or activity supplies where feasible (crayons, glue stick, pencils, pens, markers, etc.) to be kept on site in individual cases/bags.

- Toys, equipment and games will be cleaned, sanitized and disinfected frequently, at the beginning of the day, end of the day and when used by different participants.

- Camp Staff and participants are discouraged from bringing any equipment from their home to camp.

**Staffing Requirements**

Prior to conducting camp activities, the Camp Program Coordinator and Senior Leader will ensure that they have sufficient staff to ensure that proper physical distancing occurs throughout the day. A plan will also be in place to ensure appropriate staff/participant ratio if staff is identified to have COVID-19 symptoms during the health screening or becomes systematic during the day.

- Upon arrival camp staff will have their temperature checked and complete an informal health screening of answering a set of questions, such as “do you feel sick?” If the temperature check and informal health screening was passed, staff will then be required to wash/sanitize their hands prior to starting their shift.

- Staff must be available to lead a camp unit of 12 or less participants. The participants in a camp unit must remain with that group each day, and cannot be moved from one group to another. The current target for a camp unit is 10 campers.

- To the extent possible, staff will remain with their assigned camp unit and will not be assigned to other job functions. Staff should not interact with multiple camp units during the course of a day.

- Staff will be provided all required PPE to ensure theirs and participants safety. They must wear a mask (covering mouth and nose) during all camp activities, with the exception of meal times. Reusable masks must be disinfected daily.

- Should staff fall suddenly ill, they will be relocated to the resting station, and monitored. Additional internal guidelines will be followed.

- In addition to the counselor identified as the Camp Senior Leader that assists with supervision when needed, a floater may be designated at camps should the need arise. The floater may assist with supervision, check-in/check-out, refilling water bottles, etc. The floater must always maintain at least six feet of distance with all other staff and campers and wearing a face covering as to avoid a cross contamination.

**Management of Participant Requirements**

Camps must operate in camp units of 12 participants or less (City of Davis is targeting 10 or less). The participants must remain in their camp unit throughout the camp, and there can be no interaction between other camp units. Each camp unit will need to remain in a separate area, and rotation of areas can only be performed if the area is cleaned, sanitized and disinfected prior to a new camp unit using it.

- Areas for each camp unit must be designated. For outdoor activities the areas will be designated with cones or other delineators, and should be separated from general park users as much as possible.
• Participants must wash or use hand sanitizer to clean their hands every 60 minutes and between activities.

• Reasonable accommodations shall still be made for inclusion program participants.

• Each incident where a camper and/or counselor may have come into contact with an individual that has been diagnosed with COVID-19 or another contagious virus will be addressed on a case-by-case working with the Parks & Community Services Assistant Director and the Human Resources Director due to multiple factors.

• Lost and found items will be stored individually in clear trash bags sealed and will be stored for ten days at City Hall and then disposed of by camp staff.

Lunch, Snack and Consumption Requirements
Campers may be provided with occasional prepackaged snacks, but they must bring their own lunch. Campers will be responsible for handling their own lunch.

• Only disposable eating utensils and dishes may be used. Serving utensils may be used by staff but must be cleaned and sanitized after each use.

• Tables must be cleaned and sanitized before and after each use.

• Countertops must be cleaned and sanitized after each use and daily.

• Refrigerator and other storage areas must be cleaned on a daily basis.

Cleaning, Sanitizing and Disinfecting Requirements
Areas that are used for camp activities must be cleaned, sanitized and disinfected regularly. Staff will consider a plan to address the cleaning of facilities and areas that are used by camp participants as well as the general public.

• Restrooms, including faucets, toilets and urinals must be cleaned and disinfected at least every two hours if not more often depending on frequency of use.

• Hand washing sinks and faucets must be cleaned and disinfected after every use.

• Drinking fountains will not be utilized. Participants will have access to portable water containers. Staff will be responsible for refilling water bottles and will ensure no contact is created with the water bottle and the water-dispensing unit.

• Staff will be trained at their pre-camp training how to disinfect and sanitize all surfaces for their camp location.

• Door and cabinet handles must be cleaned and disinfected daily.

• Mats, chairs and benches must be cleaned and disinfected daily.

• Electronic devices such as tablets and phones, must be cleaned and disinfected after each use.