

Protocols for Camp in the COVID Era

COMMUNICATION

Parents and their campers will be notified of these protocols in advance of their camp week several times by email and social media outlets. They will be advised that these protocols are established by the permanent staff with the advice of professional resources and approved by Desert Southwest Conference Leadership. These protocols are subject to change at any given time based on new information from the Bishop, the DS Conference, Arizona & Nevada Health Departments, CDC, ACA, or other experts.

Tracey Brown will serve as the primary contact for parents, guests, volunteers and staff in regards to COVID questions or concerns at Potosi Pines. Cat Holbert will serve as the primary contact for parents, guests, volunteers and staff in regards to COVID questions or concerns at Mingus Mountain. Cat Holbert and Dina Reid will provide support, resources and additional communication when needed. Tracey will keep Cat informed about any conversations of note in regards to COVID.

PRIOR TO CAMP

To help with the safety of all campers and staff, we recommend that everyone attending camp follow the below steps prior to arrival:

- Pay attention to your health. Eat healthy, follow good hygiene practices, get good sleep. We want everyone to be healthy upon arrival, so we all have a great week.
- Be mindful of your whereabouts and activities 14 days prior to arrival. When you can, avoid large gatherings of people. When you can't avoid large gatherings, practice social distancing AND wear a face-covering.
- If you come into known contact with anyone with a confirmed case of COVID-19 within 14 days prior to your session, call the camp and request to cancel or reschedule.
- Within 14 days prior to camp, if you develop [symptoms consistent with COVID-19](#), arrange for a test and monitor. If the test comes back positive, call camp and we'll gladly reschedule or refund. If the test comes back negative and you still have symptoms within 2 days prior to camp call camp and we'll reschedule or refund your session.
- If available, campers and staff may be asked to receive a "rapid test" on their way to camp and bring the results indicating a "negative" result.

TRANSPORTATION

For campers traveling to camp with a mixed group:

- We recommend that all drivers ask parents/guardians/responsible adult for symptom checks upon pick up/drop off of all campers or travelers prior to loading gear and boarding the vehicle. If any traveler presents symptoms they should not board the vehicle.
- All travelers should wear a mask and it's recommended that the driver wear an N95 mask, if available.
- The driver, upon drop off, should inform the camp staff about any camper who was unable to board. Administrative staff will reach out to process the refund or reschedule.
- Upon arrival at camp, all persons in the vehicle will be checked for symptoms (see 4 questions below). If anyone presents with a fever at this time, all persons in the vehicle will be required to return home.

Getting to Camp via Bus:

Due to the extreme caution and needs in place for bus travel at this time, camp will not offer transportation until restrictions are relaxed.

If campers are being dropped off at central meeting locations and transported collectively to camp, follow these guidelines.

- Use buses and vans that have cargo storage separate from the passenger cabins, if possible
- Identify a camp staff member to receive luggage from passengers, place it in the storage area, then later unload all luggage. The staff member should wear a cloth face covering and gloves.

ADMINISTRATION

- Maintain a roster of qualified, trained, and licensed staff to fill critical transportation positions.
- Vehicle operators should wear N95 masks if available, otherwise, drivers will wear a mask and face shield.
- If possible, use larger vehicles or a greater number of vehicles in order to allow passengers to maintain greater physical distance.
- Reduce the number of available seats in order to increase physical distance between passengers. Mark restricted seats using signage, decals, colored string, tape, etc.
- Leave several front rows of seating unavailable to maintain social distance for the driver/operator.
- If the same vehicle will be used multiple times, assign seats to campers so they occupy the same space each time. Clean and disinfect the vehicle between use.
- If possible, seek vehicles with clear, impermeable barriers between operators and the rest of the cabin. Options include plexiglass, or flexible plastic sheeting. This equipment must be used only according to manufacturer and vehicle safety guidelines.
- Campers and staff should not board if they are sick or experiencing any flu-like symptoms.
- All participants must wash or sanitize hands before boarding the bus, van, or vehicle.
- Maintain physical distance by maximizing distance between passengers.
- Wear a facemask while riding in the vehicle.
- If re-boarding the vehicle, sit in the same seat, or your assigned seat, each time.
- When exiting, remove all belongings and discard all waste.

VEHICLE OPERATORS

- Wear appropriate gloves. Ensure gloves do not impact the ability to operate the vehicle safely.
- Wear a mask and face-shield.
- Maintain physical distance by limiting interactions with passengers.
- When possible and safe to do so, operators should open windows prior to campers boarding. If not possible nor comfortable to open windows, set ventilation systems to high. Do not recirculate conditioned air.

CAMPERS AND STAFF

- Be ready early to ensure you meet your scheduled drop off time.
- When being dropped off, don't take too long to say goodbye. Other campers will be waiting to be dropped off.
- Say goodbye close to or inside the vehicle.
- Maintain physical distance with other parents/guardians and campers.
- Wear a face mask.
- Upon arrival at camp, disinfect your baggage using spray or wipes or wait until a staff member does so, giving special attention to the handles and other non-porous portions.

PARENTS/GUARDIANS

- Abide by the drop off and pick up schedule by dropping off and picking up campers during their assigned drop off timeframe. If a scheduling conflict makes this difficult, reach out to camp administration to find a more convenient time.
- Minimize the amount of time used for saying goodbye to campers to allow for the continual flow of traffic.
- Say goodbye inside, or close to, your vehicle.
- Maintain physical distance with other parents/guardians and campers.
- Wear a cloth face covering when outside the vehicle.
- Designate one parent/guardian to pick up and drop off campers every day. Individuals who are at higher-risk for severe illness should not drop off or pickup campers. (per CDC guidance)
- Allow for campers to wash hands with soap and water for 20 seconds or use alcohol-based hand sanitizer containing at least 60% alcohol upon return home.

CAMP CHECK-IN

- Campers and those traveling with be checked for covid-like symptoms. If the camper or any person in the traveling party presents with covid-like symptoms, the camper will be required to return home with their traveling party. *(receiving a full refund, or opportunity to reschedule more than two weeks out, without penalty)*
- Campers will be grouped for check-in in accordance with their small group for the session. Parents will be given a window of arrival times and will be reminded several times in the week prior regarding their arrival window and other check-in procedures.
- Should parents or church groups be transporting children from different cohorts they will be asked to wait in or near their vehicles in a designated spot and will be asked to keep a 6 foot distance as well as wear a mask if/when they encounter others waiting.
- Each camper will be given a form with a release of liability statement that must be signed by their parent/guardian. Camper parents will provide the typical/healthy temperature of their child and will need to answer the following questions in the negative:
 - Have you been in contact with a communicable illness (COVID-19, Flu, Chicken Pox, etc.) in the past 72 hours?
 - Have you had a fever at or above 100 degrees in the last 72 hours?
 - Do you currently have symptoms such as coughing, chest congestion, and/or shortness of breath? *(The health form will have a spot for us to record the camper's temperature. We should have a chart on each camper, and this health form will be added to the camper's chart.)*
 - Have you traveled to any place with a current high transmission of COVID-19 in the last two weeks?

Note: If they answer yes to any of the first 3 questions they will be sent home.

- The anticipated arrival procedure will be to greet the traveling party upon arrival at the designated check-in locations as outlined in their confirmation letter and take their temperature while they are still in their vehicle. The above-mentioned form, along with a pen, will be handed to the parent/guardian/responsible adult to complete once safely parked and hand in the completed form at the check-in area.
- Parents, and others traveling with the camper, may walk with their camper to the cabin porch where they will be greeted by their counselors. They are asked NOT to enter the cabin and stay no longer than 15 minutes for goodbyes. They need to practice social distancing and continue wearing a mask for the duration of their goodbye.
- Campers will be instructed to clean gear with sanitizing wipes/sprays, stow their gear, make their bed, and then wash hands.

LODGING

- Cabin access throughout camp sessions will be limited to only those cohorts who are housed in the cabin and daily housekeeping staff who will be wearing a mask, a gown, and gloves while in the cabin.
- When entering the cabin, all residents/housekeeping staff will sanitize their hands.
- Campers will be instructed to avoid sharing items all week, this includes brushes, clothing, make-up, health & hygiene items, toys, and books.
- Campers will be instructed to bring ONLY essential items for the duration of camp with no more than 3 non-essential items (i.e. stuffed animal, journal and hand-held toy)
- Beds will be assigned so campers are 6 feet apart and campers should sleep head-to-toe.
- Physical barriers are erected between sleeping spaces.
- Campers and staff will make a nametag for their bed and hang it in an easily recognizable spot at the beginning of the camp session.
- Windows should be kept open as much as possible to allow for increased ventilation.
- Belongings should be stored in the designated storage containers at all times. Campers should bring their items in hard, plastic tubs with a top.
- Camp will provide plastic tubs for campers who do not come with appropriate storage. *specifically for the UMOM and foster campers*
- Campers will be assigned a bathroom for showering and hygiene needs throughout their session. After using the shower/sink/stall the camper should use the provided alcohol wipes to sanitize all the areas they used.
- When available campers will be given guidance on which doors to enter and exit from in all buildings.
- Staff should hold open doors, or prop doors open, whenever possible.
- Before breakfast each morning, counselors will complete a brief health check on each camper and themselves. This health check will include asking about the presence of covid symptoms: cough, sorethroat and body aches. Each camper and staff will also complete a temperature check. If anyone in the group presents with one or more of the symptoms they will be taken to the camp Nurse for care. Should this occur, the Nurse will follow the procedures in “When Symptoms Arise at Camp.”

STAFF and VOLUNTEER EXPECTATIONS

- All staff will be restricted from traveling off the camp property once the camp week has begun. (*A camp session begins with pre-camp training.*) Only year-round staff and kitchen staff will be permitted to come-and-go.
- Staff who are authorized to travel into the local community will be required to wear a mask and follow social distancing guidelines in every way possible.
- Staff will have a temperature check at the start of each camp session (upon arrival for pre-camp training) and at the beginning of each day. They will be quarantined for 1 hour if they have a fever over 100, if the fever persists they will be sent home for 14 days or until receiving two negative COVID tests, at least 24 hours apart.
- *Volunteer Leaders and Counselors for each week* are considered Staff for purposes of this policy. They must also fill out the health disclosure form created for campers and have their temperature taken upon arrival. Those with a fever over 100 or answering any of the first 3 questions positively will be sent home.
- Volunteer staff will be encouraged to self-test the week prior to camp and to keep their bubble limited to only those in their immediate family and in their offices/places of work.
- Paid Staff will be encouraged to manage their weekend travel by limiting interaction with other persons, practicing social distancing in all situations, regularly washing hands, and wearing face masks when interfacing with the public.

- If available, staff may be asked to receive a rapid test on their way back to camp after a weekend off. If that is the case they must show the paperwork indicating a negative result upon arrival.
- Drop-in Visitors and Guests WILL NOT BE ALLOWED.
- Other visitors will be scheduled by the Center Director and approved by the Executive Director prior to arrival. All approved visitors will complete the covid health screening and have their temperature taken at the Admin Building prior to interacting with the campers, staff, or volunteers.

Staff Behavior Off-Site Recommendations

- Limit interactions with those outside your cohort staff.
- Wear a mask when out in public.
- Maintain appropriate physical distancing practices when around any person not in your cohort.
- Maintain appropriate hand washing and hygiene practices
- Remember, you always represent the spirit of your camp, please conduct yourself in a way that reflects the mission, vision, and values of your camp.
- Remember, 6 feet for 15 minutes is all it takes to become a close contact.
- Special attention should be made during staff training to provide for physical/social distancing AND mask wearing.

CLEANING & SANITIZING

- Any staff/volunteers that participate in cleaning should wear disposable gloves and approved PPE for all tasks in the cleaning process.
- All breaches in PPE such as a tear in gloves or any other potential exposures should be reported to their supervisor.
- Staff/volunteers and others should wash hands often, including immediately after removing gloves. Staff will be trained in the proper way to don and remove masks and gloves prior to work commencing.
- The maintenance staff, housekeeping staff, and/or volunteers will sanitize the bathrooms and other surface areas in all meeting areas and cabins twice daily.
- The counselors assigned to cabins will lead their campers in daily clean up that includes sanitizing surfaces in the bathrooms and other frequently touched areas like doorknobs, light switches, countertops, etc.
- Lysol wipes, or a similar EPA approved product, will be provided in all bathrooms, and campers and staff will be instructed to wipe down surfaces they used while in the facility and after each use.
- Campers will wipe down their mattress coverings with sanitizing wipes when arriving and after they've packed their gear for departure.
- Counselors will wipe down mattress coverings with sanitizing wipes at the conclusion of every camp week and will do the same for the area they slept in over the weekend.
- The maintenance staff/housekeeping staff will deep clean each building with EPA approved products after each departure of the session.
- UV Light sanitizers will be used on high touch places; i.e. door knobs, counter tops, cabinet hooks
- Sanitizing solutions will be used in all cabins and gathering areas at the close of each week prior to the arrival of those scheduled for the upcoming week.

Here is the list of the products MM will be procuring (if possible due to supplies); these provide options for those with chemical sensitivities.

EPA Registration Number	Active Ingredient(s)	Product Name	Company	To kill SARS-CoV-2 (COVID-19), follow disinfection directions for the following virus(es)	Contact Time (in minutes)	Formulation Type
64240-44	Sodium hypochlorite	Soft Scrub with Bleach	Combat Insect Control Systems	Rhinovirus	3	Ready-to-use
4822-593	L-Lactic Acid	Windex Disinfectant Cleaner	S.C. Johnson & Son Inc	Rhinovirus	5	Ready-to-use
777-114	Quaternary ammonium	Lysol® Disinfecting Wipes (All Scents)	Reckitt Benckiser LLC	Rotavirus	10	Wipe
9480-4	Quaternary ammonium; Isopropanol (Isopropyl alcohol)	Super Sani-Cloth Germicidal Disposable Wipe	Professional Disposables International Inc	Rhinovirus 39; Adenovirus	2	Wipe
9480-14	Hydrogen Peroxide	Sani-HyPerCide Germicidal Spray	Professional Disposables International Inc	Norovirus	1	Ready-to-use
5813-114	Sodium hypochlorite	Clorox Performance Bleach1	The Clorox Company	Canine parvovirus; Feline parvovirus	10	Dilutable

ACTIVITY AREAS AND EQUIPMENT

- Activity Staff and other staff leading activities will maintain and sanitize their areas and the equipment that is used before campers arrive and in between each session. Campers may be utilized to do this under the guidance of the supervising staff.
- At the end of the day, extra care will be used to deeply clean and sanitize all equipment. Some activities may not be used due to the inability to adequately sanitize.
- At some activities, like crafts, campers will be given a baggie of their supplies for the week. They should avoid sharing or touching other camper’s supplies.
- Campers will live, eat, play, and worship in small groups. Those small groups will avoid inter-mingling with other small groups at all times. When participating in camp-wide events those groups will physically/socially distance from other groups and wear masks.
- All campers and staff are required to wear a face-covering unless they have documented underlying health condition like asthma.
- Each small group will have a designated sitting space during meals, at worship, Bible study, campfire, or other camp-wide events. Campers will be assigned seats for meals and other camp-wide events they will return to on numerous occasions throughout the week.

- Staff and Counselors will work as social distancing monitors to ensure that campers in all areas are maintaining distance for those not in the same small group.

Other considerations:

- Singing is prohibited at all times, whether in cohorts or masked. Note: a song leader may sing but the remainder of the group must refrain from singing.
- Camp-wide activities should be planned according to current restrictions in regards to distancing & masks.

HEALTH CARE CENTER

- Health care staff should hold an active knowledge and awareness of the Communicable Disease Plan and pertinent health care protocols for the camp setting.
- Health care staff are required to follow all standards regarding weekly and daily symptoms and temp checks and should report to the Camp Director immediately if showing one or more symptoms.
- Routine health care (daily medications and first aid) should be provided outside of the health center, when possible. Case-by-case exceptions will be determined by camp leadership including the Director and Health Care Staff.
- Health care staff are encouraged to wear a surgical face mask while providing care of any kind. Health care staff must wear a face covering when around others and should social distance as much as humanly possible.
- Any camper/staff presenting with covid symptoms will prompt the COVID-19 procedures seen below.
- Upon news that someone is presenting with covid symptoms, the health care staff should don an N-95 mask. If an N-95 mask is unavailable they should wear a face mask and face shield. In either instance, they should employ extreme caution. In the event that there are two or more health care staff, one person should be designated to work with suspected cases of COVID.
- After the suspected or confirmed case is no longer present, the health care staff should work alongside the dedicated housekeeping staff to clean and sanitize the room the patient was isolated in, following all pertinent cleaning & sanitizing guidelines.

WHEN SYMPTOMS ARISE DURING THE CAMP WEEK *revised 1/27/2021 per the current guidance from the ACA Field Guide

- If camper or staff is suspected to have COVID-19 based on the daily health check, place a face mask on the individual. Isolate individual in the infirmary. Health staff should wear a face mask, a face shield or other eye protection, disposable gloves, and a disposable gown while working with individuals who have a suspected case of COVID-19. 4.
- The Nurse will reassess the camper/staff using the daily screening guidelines to confirm the symptoms.
- Upon confirmation, the Nurse will notify camp management, and camp management will notify the parents/guardians of the symptomatic individual. Arrangements will be made for pick-up as soon as possible. Until pick-up is possible, care will be provided by the assigned Nurse based on CDC Interim Guidance for Implementing Home Care of People Not Requiring Hospitalization for Coronavirus Disease 2019 (COVID-19). <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/care-for-someone.html>

- Staff assigned to the symptomatic individual's cabin will pack and move belongings to the isolation room, and will clean and sanitize the individual's bunk area.
- When possible, camp will make arrangements for a COVID test for the individual. However, because the tests aren't 100% accurate, even if the test is negative, we will still require the individual to return home, and the family will be issued a pro-rated refund.
- We will follow up with the confirmed/suspected case twice weekly until symptoms are no longer present, and will follow up with staff and campers with whom they were assigned once per week for 14 days.
- What about the other campers/staff in the symptomatic person's small group?
 - Because exposure would be much more likely, the daily health checks would increase from once daily to twice daily. (Once in the morning and once before showers).
 - The Parents/Guardians in that small group would be alerted that someone within the group was/is showing COVID-like symptoms. *If those parents/guardians choose to pick up their campers at that time, a refund will be pro-rated for the remainder of the week.
 - Additionally, the schedule will be shifted to mitigate further mixing with other small groups. This would include a shift of meal-times for the impacted small group and could also include changes to worship or campfire to lessen the likelihood of encountering other small groups.
- When possible, the cabin where the suspected/confirmed patient lodged should be left empty and no staff should enter for at least 24 hours. After that time, the cabin will be deeply cleaned and sanitized by trained staff donning the appropriate PPE.
- Refunds will be processed on a pro-rated basis for those required to depart early.

CHECK-OUT

- Check out will be scheduled by cohorts and times assigned accordingly.
- Should parents or church groups be transporting children from different cohorts they will be asked to wait in or near their vehicles in a designated spot and will be asked to keep a 6 foot distance as well as wear a mask if/when they encounter others waiting.
- Tables will be set up outside to facilitate the signing out of their campers in order to decrease the number of persons entering the building in hopes of avoiding a crowded situation.
- The Nurse will be available at check-out to distribute medications and to meet with parents regarding any health concerns.
- Staff personnel will notify the counselors to send the camper out to join their parents.
- Parents and others picking up their campers are asked to load up their traveling party and hit the road as quickly as possible to help in avoiding an overcrowding situation that might limit the ability to social distance from others.

Trading Post

- Each site will set up concession style operations to sell the items typically available within the camp store.

Kitchen/Dining Hall

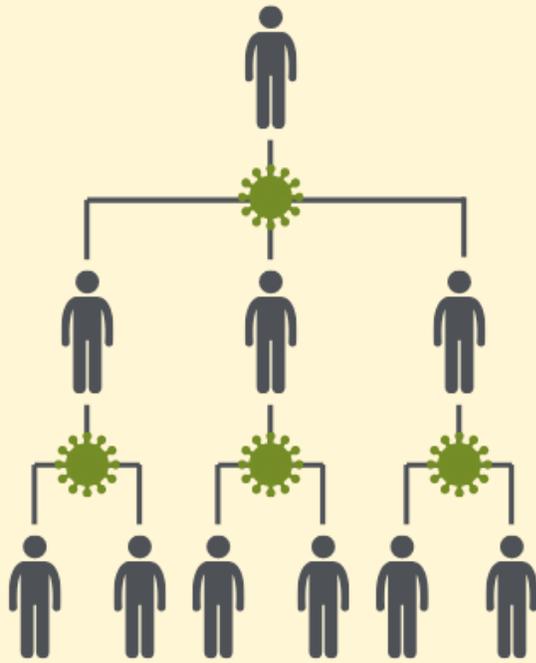
- Screen food service employees and assess their symptoms prior to starting work each day.
- Instruct employees to report any COVID-19 symptoms to their supervisors.
- If employees report respiratory illness symptoms, instruct them to stay home.

- If an employee reports symptoms during work, send them home immediately. Clean and disinfect their workstation, and consider employees within their vicinity to be potentially exposed.
- All staff preparing meals and serving meals will follow strict handwashing protocol and wear proper PPE.
- Sanitation of all dining areas will occur before and immediately after each meal.
- Meals will be served “Family Style” and the staff will serve the food to campers. Options will be made available by a cart service to the table.
- Existing best practices for food preparation and storage apply. Covid-19 is not foodborne, but food service workers who are infected can transmit the virus to coworkers or diners.
- Even while wearing gloves, use clean utensils, such as tongs, spoons, etc., instead of gloved hands to prepare food as much as possible.
- Ensure the dishwasher machines are operating within the manufacturer’s specifications and that appropriate water temperatures, detergents, and sanitizers are being used.
- Prohibit buffet-style, salad bars, and self-service stations.
- Encourage diners to maintain physical distancing between themselves and others while in line for their meals. Place decals on floors six feet apart to denote where to stand in line.
- Leave garbage can lids open in both the kitchen and dining area unless they are equipped with foot-activated lids.
- Post signs reminding diners of guidelines such as washing hands, maintaining social distance, using assigned seats, etc. Provide these resources in additional languages and in illustrations as needed.
- Discontinue the use of condiment dispensers. Offer condiment packets or small containers alongside the prepared meal. A designated staff person wearing both gloves and a mask will hand the condiments to the guests, thus avoiding cross contamination.
- If possible, offer multiple meal times in an expanded window in order to decrease the number of diners in the dining area at a time. This will largely depend on how many people need to be served within the capacity of the dining room.
- When possible, meals will be eaten outdoors.

Contact Tracing

Contact Tracing at Camp

What is Contact Tracing?



Contact tracing aims to identify and alert everyone who has come into close contact with a person who may be infected with Coronavirus (close contact is defined as being within 6 ft. of a person for 15 minutes or more).

It helps find new cases quickly so they can self-quarantine, and stop further spread.

What does that mean for camp?

Cohorts

Campers will be placed into groups of 8 campers + 2 staff. These cohorts will share a cabin, all activities, and all meals with each other. Cohorts will not be able to mingle, so when we have activities involving multiple cohorts, special care will be taken to ensure that the groups remain at least 6 feet apart.



Packing for Camp

Campers will be asked to bring a few new things to camp like masks and hand sanitizer. They also may be asked to pack or store their gear in a plastic tub.

Campers will also be asked to keep personal items such as stuffed animals and toys to a minimum, as keeping all of your belongings clean and together is extra important.

What if Covid-19 comes to camp?

1. If a camper has a suspected case of Covid-19, the camp will reach out to the camper's parent or guardian to alert them of the situation, and request that they make arrangements to pick up their camper. Staff members with suspected or confirmed Covid-19 cases will be referred for testing, and asked to isolate themselves for the appropriate amount of time. The camp will continue to follow up with the camper and their family after they return home.
2. The camp will reach out to parents/guardians of campers who came into close contact with the person with the suspected or confirmed case of Covid-19 and ask that those parents make arrangements to pick up their camper(s). Close contact is defined as those who have been within 6 feet of the person for more than 15 minutes (such as those who traveled with the affected camper or staff member to camp or on field trips, and those who were members of the same cohort). These campers will be asked to self-quarantine for a minimum of 14 days and to monitor their health for signs/symptoms of Covid-19. The camp will continue to follow up with the campers and their families after they return home.
3. If a case of Covid-19 is confirmed, camp will reach out to parents/guardians of all campers, and to all staff members to alert them.

