

## GENERAL RECOMMENDED GUIDELINES FOR OVERNIGHT CAMPS

All Indiana school age overnight camp programs should take measures and institute safeguards to ensure a safe environment for their employees, children and families. The safeguards below are based on the recommendations of the CDC and are meant to align with Governor Holcomb's Back on Track plan.

### Overnight camps may begin to operate beginning with Stage 4.5

#### 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 symptoms before arrival in the workplace, screening questions upon arrival, and daily temperature checks. In order 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 while the coronavirus disease is active in Indiana.

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.

##### Child Screening

All summer camp operators should institute the practice of checking the temperature of each camper as well as a health assessment as campers are dropped off, before the parent 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 [here](#), 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.

##### Personal Protective Equipment

It is recommended adults and campers wear cloth face coverings when outside of their sleeping units. Campers should never sleep in their masks. 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.

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### 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.

### 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 when campers are engaged in outdoor activities, but should always be kept out of reach of young children.

Further guidance on preventing the spread of COVID-19 provided by the American Camp Association can be found [here](#).

### Group Size

Small camper to instructor ratios should be adhered to. Children should be separated by age, when possible, with no more than 30 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 youth of health care workers or other first responders, consider creating a separate space or unit for them. 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 and closures. Camps that are accepting campers from various geographic regions (e.g., community, city, town, county) should communicate that information to families.

For further guidance on communication please see information provided by the American Camp Association [here](#).

For further guidance related to ongoing screening please find information provided by the American Camp Association [here](#).

### DAILY ACTIVITIES

#### Field Trips

Field trips can be completed to destinations like fairs, festivals, amusement parks and like events, provided that the camp 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 time for sufficient air exchange to remove potentially infectious particles. Consideration must be given to ensure vehicle safety if staff is not able to stay with the vehicle

Information provided by the American Camp Association regarding travel by bus or van can be found [here](#).

#### 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.

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

The American Camp Association has provided guidance on using cohorts at camp to reduce disease transmission risk that can be found [here](#).

#### Cleaning and Disinfection

The following guidance regarding cleaning and disinfection should be followed.

- 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
- Clean and disinfect bathrooms regularly (e.g., in the morning and evening, after times of heavy use) using EPA-registered disinfectants
- 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

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- 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](#).

Additional information regarding cleaning and disinfecting specific to camps can be found [here](#).

### 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.

More detailed information regarding food service provided by the American Camp Association can be found [here](#).

### 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.

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

### MAINTAIN HEALTHY OPERATIONS

Work with school administrators, nurses, and other healthcare professionals to identify an isolation room or area to separate anyone who exhibits COVID-like symptoms. Nurses and other healthcare providers should use **Standard and Transmission-Based Precautions** when dealing with sick campers or staff.

- Staff and campers with **symptoms** (fever, cough, or runny nose) at camp should immediately be separated. Individuals who are sick should be cared for following **CDC Guidance for caring for oneself and others** who are sick
- Establish procedures for safely transporting anyone sick home or to a healthcare facility
- Notify local health officials, staff, and families immediately of a possible case while maintaining confidentiality as required by the Americans with Disabilities Act (ADA)
- Close off areas used by a sick person and do not use before cleaning and disinfection. Wait 24 hours before you clean and disinfect. If it is not possible to wait 24 hours is, wait as long as possible. Ensure safe and correct application of disinfectants and keep disinfectant products away from children

Information about what healthcare personnel should know about caring for patients with confirmed or possible cases of COVID-19 can be found **[here](#)**.