

Camp Ka-Mee-Lin COVID-19 Operations Plan

Resources:

[ACA Coronavirus Information](#)

[CDC-Cloth Face Covering Guidance](#)

[CDC- General Coronavirus Info](#)

[CDC-Guidance for Schools and Child Care](#)

[CDC-Guidance for Summer Camps](#)

[CDC- Guidance for Schools](#)

[Face Covering Effectiveness Study](#)

[Idaho Rebounds](#)

[Idaho Out-of-School Network](#)

[Panhandle Health District-COVID-19](#)

[Panhandle Health District-Mask Mandate](#)

This document is an addendum to the existing Camp Ka-Mee-Lin Parent Handbook and Camp Ka-Mee-Lin Staff Training Manual. If any portion of the Camp Ka-Mee-Lin COVID-19 Operations Plan is in conflict with the normal operating procedures outlined in the aforementioned documents, the Camp Ka-Mee-Lin COVID-19 Operations Plan supersedes and is in effect until the COVID-19 pandemic has ended or the Idaho Governor's stage outlined in Idaho Rebounds changes to allow camp to return to normal summer operations as determined by the City of Post Falls.

The safety of our campers and our staff is our number one priority, and we are committed to limiting exposure to the virus.

COVID-19 is a pandemic and something that we need to take as seriously as possible. In addition, we also need to remind ourselves and everyone at Camp Ka-Mee-Lin that:

- *Coronavirus is most dangerous for persons over 60 years old, and kids have proven to be the most resilient to and least affected by the virus.*
- *It is much more likely for a kid to become a VECTOR for the virus rather than for that kid to get very sick.*
- *This situation continues to be incredibly dynamic and emerging. The advice that we have been given right now is to continue to monitor the situation and update this document based upon CDC and Idaho state guidelines. And - here is our current idea for a prevention strategy:*

To prevent the spread the COVID-19 virus, we will have the following procedures (to be updated often as we get more information pertaining to the Idaho Rebounds stages):

Definitions Utilized in this Document

- Face covering: a cloth protective covering the nose and mouth.
 - [See CDC Guidelines](#)

*Revised 8/10/2020. All adjusted sections are highlighted.

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Camp Operating Hours

- Due to CDC recommendations for group sizes, we will be operating modified camp days.
- Standard Camp Day
 - 8:30-9:00 AM drop-off, 3:00-3:30 pick-up
- Extended Camp Day (Extra \$35 per Camper)
 - 7:15-8:15 AM drop-off, 4:30-5:30 PM pick-up

Social Distancing

- Based on CDC recommendations, group ratios will be 12:2 (campers to counselors).
 - This will increase to 16:2 starting week 3.
- Camp groups will operate separate from all other groups. (Ex: Explorer Group One will not be in contact with Explorer Group 2 or any other group at Camp).
- Groups will be same group each day, and the same counselors will remain with the same group each day.
- Groups will maintain approximately a 10-foot distance from each-other.
 - Parents/guardians will be expected to go over the expectations with their campers prior to camp. A major point being they wave and say hi to friends in other groups from a distance.

Face Coverings

- The following face coverings are banned for use by Parents and Campers during the times outlined in this plan:
 - Any coverings with holes cut in them to allow direct access to the nose or mouth
 - Face coverings with exhalation valves or vents
 - Face Shields (Unless they wrap around the sides of head and under chin. Must be pre-approved)
 - CDC says there is not enough evidence of effectiveness to recommend.
 - <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/cloth-face-cover-guidance.html>
 - Mesh face coverings (Anything with large pores like fish netting or mesh sport bags)
 - Knitted sweater-like masks
 - Folded Bandanas
 - Neck Fleece/Gators/Bufs
 - These actually multiply droplets coming out by splitting larger droplets into droplets that travel more easily in the air.
 - [Click here to read the study](#)
- Approved:
 - 2+ layered cotton or other cloth masks
 - Medical N-95s
 - Surgical masks
- See CDC guidelines below for more examples of effective masks:

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- <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html>
- <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/cloth-face-cover-guidance.html>
- Per the Panhandle Health District face covering order (see link above), campers and staff will now be required to wear face coverings throughout the camp day where physical distancing of 6 feet from others cannot be maintained.
- Facial coverings are not required to be worn under the following circumstances:
 - Where individuals are immediate family members or household occupants.
 - Children under the age of 2.
 - Persons with medical conditions, mental health condition, or disability that prevent them from wearing a face covering. A person is **NOT** required to provide documentation demonstrating that the person cannot tolerate wearing a face covering.
 - Persons who are communicating with a person who is deaf and hard of hearing, where the ability to see the mouth is essential for communication.
- When temperatures are above 85 degrees Fahrenheit, face coverings will only be required during drop-off, pick-up, at the restrooms, and when approximately 6 feet between groups or the public cannot be maintained.

Group Designations

1. Campers will be assigned first by age group
2. Group by last name to ensure most of the same campers are with the same group and staff members week-to-week.
 - Campers from the same household will be grouped together, where possible.
3. Campers will be paired with the same counselors throughout the week, where possible.

Wellness Check

- The Daily Camp Wellness Check will be conducted for every staff member, camper, and individual in the vehicle at drop-off.
- The Daily Camp Wellness Check will include the following:
 - A questionnaire asking:
 - Have you had any of the following symptoms outside the ordinary in the past 48 hours: a fever, cough, muscle aches, tiredness, or shortness of breath, or lost your sense of taste or smell?
 - Have you been in contact with a friend, family member or someone that has been sick with COVID-19 or some other infectious or communicable illness in the past 14 days?
 - If you have answered yes to any of the above questions, the camper or staff member will be required to stay home for at least 72 hours. After 72 hours, campers and staff will not be permitted to attend camp until symptoms subside. Contact the Parks and Recreation office or the Camp Director for a pro-rated refund.

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- If COVID-19 is confirmed or someone in your household has been in contact with someone positive for COVID-19, the camper or staff member are required to stay home for 10 days. Notify the Parks and Recreation office or the Camp Director. Contact the Parks and Recreation office or the Camp Director for a pro-rated refund.
- Up to two contact-less temperature readings at arrival.
 - If a temperature reading is at or above 100.4 degrees Fahrenheit, the camper or staff member will be required to stay home for at least 72 hours. After 72 hours, campers and staff will not be permitted to attend camp until symptoms subside. Contact the Parks and Recreation office or the Camp Leadership for a pro-rated refund.
- **Parents, Guardians, Campers, and staff are required to wear face coverings.** Face coverings must be worn upon arrival and throughout the Wellness Check.
 - **See face covering section above.**
 - Reasonable accommodations will be permitted with prior approval in accordance with the Panhandle Health District face covering order. Contact the Parks and Recreations office or Camp Leadership for approval.

Pre-Camp Communication

- Email parents/guardians & staff informing them of the most updated COVID-19/Wellness Policy.
- Incorporate COVID-19 Plan on the pre-camp guide.
- We will send out the Pre-Camp Wellness Checklist.
- All campers must bring face coverings
- We will host a Zoom parent meeting including a Q&A.

Drop-off

- Staff will:
 - Conduct contactless sign-in.
 - **Wear approved face coverings when interacting with parents/guardians.**
 - Ensure that parents/guardians park in designated spaces and communicate that they are required to stay in their cars.
 - Administer a Wellness Check to **each person in the vehicle.**
 - See Wellness Check section above for more details.
 - Will check to make sure the parent/guardian dropping off is listed as a member of the camper's household(s).
 - Will radio the group to send a Counselor over to walk the child to their designated area and mark the camper as present once initial screening is approved.
- Parents/Guardians and Campers will:
 - **Wear face coverings while on Camp property.**
 - Stay in their vehicle throughout the Wellness Check.

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- Stay in their vehicle at the sign-in station.
 - Parents/guardians are only permitted out of the vehicle to assist with seatbelt removal and must get back in their vehicle immediately following release of the camper.
 - Fraternalization between parents is not permitted on Camp property during camp operating hours.
- **ONLY** transport campers from **their household**. Carpools are not permitted per regulations.
 - Camper's may only be dropped off by members of the camper's household(s) listed in Dash during registration.
 - This will be checked by photo-ID at drop-off.
 - **VIOLATING THIS POLICY WILL RESULT IN REMOVAL FROM THE CAMP PROGRAM FOR THE WEEK FOR ALL HOUSEHOLDS INVOLVED. NO REFUNDS WILL BE PROVIDED.**
- Only have one parent/guardian in the vehicle with the campers to allow for quick drop off. (Ex: Only camper(s) and one adult).
 - Reasonable accommodations will be permitted with prior approval. Contact the Parks and Recreations office or Camp Leadership for approval.
- **Each person in the vehicle** will participate in a Wellness Check.
 - See Wellness Check section above for more details.
- Be patient and wait behind the designated line until directed to an open drop-off parking space.
- Exit the parking lot promptly after drop-off.
- Call ahead if their camper will be late or not make it in that day.
- Hold any general questions or concerns. Parents/guardians may call Camp Leadership after 10 AM to allow time for staggered check-in.

Pick-Up

- Staff will:
 - Conduct contactless sign-out.
 - Wear face coverings when interacting with parents/guardians.
 - Ensure that parents/guardians park in designated spaces.
 - Get the children's names, check parent/guardian's ID, verify they are pre-approved for pick-up, and radio the Counselor to dismiss the camper.
- Parents/guardians will:
 - **Wear face coverings while on Camp property.**
 - **ONLY** pick-up campers from their household.
 - **Arrive during their registered window.**
 - Notify leadership prior to arrival of an early pick-up.
 - Family emergencies constitute an exception, however, calling ahead will greatly increase the time it takes to get your camper ready.

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- Exit their vehicle after parking in designated spaces. Line up next to the cones with 6-foot distancing.
 - Fraternalization between parents is not permitted on Camp property.
- Wait patiently in line.
- Keep at-least 6 feet of distancing between themselves and staff.
- Have their photo-ID ready.
- Call ahead if they will be late.
 - If no-one answers the camp phone, please call City Hall at (208) 773-0539

During Camp Day

- Staff will serve as health educators to their campers and implement the following daily:
 - All campers are taught the correct “20-second” protocol for hand washing.
 - All campers are taught the process to sneeze into the fold of their arms; staff will also carry tissues in the field.
 - Staff will teach campers to avoid touching their eyes, nose, and mouth; as much as possible, campers will limit physical contact and gear sharing with other campers.
 - All campers will not share any personal items including food.
- All campers and staff are required to thoroughly wash their hands with soap and water or sanitize:
 - Upon arrival at camp
 - Before and after snack and lunch
 - After an “unguarded” sneeze or cough within 6 feet of group
 - After using the restroom
 - Upon dismissal from camp
- Because of the nature of our camp, there may be other times when it makes more sense to use hand sanitizer with campers. (Ex: After coughing or sneezing while out on a hike).
- **All staff and campers are required to wear face coverings while at camp.**
 - Camp staff responsible for drop-off and pick-up are required to be wearing a face covering.
 - Face coverings are mandatory for campers and staff when in an indoor facility.
 - Face coverings are mandatory for campers and staff any time when physical distance guidelines between each other is not be feasible.
- All staff must wear gloves when passing out food.
- Staff will only play small group games and games that limit physical contact.
- Equipment that cannot be sanitized will not be used (i.e. soft sided toys).
- Staff will sanitize materials during the day – before and after use. As well as at the end of the day before packing up.
- If a child becomes ill during the camp day, they will be isolated from the group (but still within sight) until a parent/guardian or emergency contact can pick them up.
- During camp, if a camper does not attend camp because of an illness OR a camper is sent home sick, a member of the Camp Leadership team will call the parent and inquire

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about the camper's illness. If COVID-19 is suspected or confirmed, they will alert the City of Post Falls Parks and Recreation office.

- Please see the following sections below for more information.
 - If Camper is sick (non-confirmed COVID-19)
 - If there is COVID-19 at Camp

Food

- Breakfast will not be provided due to a lack of refrigeration on-site. Please have campers eat at home prior to arrival.
- Lunches will be provided through the school lunch program. **Per CDC guidelines, it is encouraged that all campers eat the school provided lunch.** Some exceptions will apply based on dietary and religious restrictions.
 - Staff will distribute food by picking lunches up from Ponderosa Elementary and delivering to each group, all while wearing face coverings and gloves.
- No snack will be provided.
 - Campers are encouraged to bring snacks that are pre-packaged from the store.
- Campers are not to share their food with others.
- **WE ARE A NUT-FREE CAMP, DO NOT SEND LUNCHES OR SNACKS WITH NUTS.**

Equipment

- Sanitize (with CDC approved cleaning supplies) all surfaces and equipment before and after camp each day.
 - Board Games
 - Cooking Supplies
 - Toys
 - Etc.
- Sanitize (with CDC approved cleaning supplies) equipment between groups and allow to sit for at least 10 minutes prior to use by another group.

Staff

- All staff will participate in the Wellness Check prior to the start of each camp day.
 - See Wellness Check section above.
- Staff will be expected to wear face coverings and maintain approximately six feet of space between each other during meetings.
 - Presenters will not be required to wear face coverings while presenting but must maintain approximately a 10-foot separation from participants while not wearing a face covering.
- Staff are not to come to work if they are sick or answer yes to **any** questions in the Wellness Check.
- If a staff member is sick, a member of the Camp Leadership team will inquire if COVID-19 is suspected or confirmed. If yes, the City of Post Falls Parks and Recreation office will be alerted.
 - Please see the following sections below for more information.

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- If Camper is sick (non-confirmed COVID-19)
- If there is COVID-19 at Camp
- Camp staff qualify for Emergency Paid Sick Leave (EPSLA) if they are to become ill due to COVID-19 or have another qualifying COVID-19 related incident as listed in the Families First Coronavirus Response Act (FFCRA) Policy. Please refer to the City of Post Falls COVID-19 Management Plan or contact Human Resources for more information.

If Camper is sick (non-confirmed COVID-19)

- If known prior to the camp day, camper must stay home.
- If a child becomes sick during camp hours, they will be required to isolate under the designated shelter by the camp Office until parents can get to camp.
- Parents of other campers in the group will be notified that someone in the group became ill while at camp however COVID-19 is not confirmed.
 - We will not provide the sick camper's name to protect privacy.
- The group will be moved to an alternative location and asked to wash their hands. All areas the camper has been in contact with during that day will be disinfected prior to the group returning to their designated area.
- The group will be monitored for additional symptoms and parents/guardians will be notified.
- The camper will be asked to stay home for 72 hours and parents will be refunded a pro-rated amount beginning the camp day following the reported incident (unless reported prior to drop-off).
- If after 72 hours symptoms have not subsided, the camper will not be permitted to return to camp until symptoms are gone.
- Please see CDC guidance if COVID-19 related symptoms are present.
- If COVID-19 symptoms are present, getting tested is strongly recommended.
 - While getting tested, the camper is not permitted to return to camp.
 - If the test results are negative, the camper may return to camp 72 hours after receiving test results.

If there is COVID-19 at Camp

- If a camper or staff member is considered a "primary contact" (they are not sick but had direct contact with someone who has tested positive) and have **NOT** been to camp since the contact, Camp Leadership will require only the affected to self-quarantine for 14 days.
- If a camper or staff member is considered a "primary contact" (they are not sick but had direct contact with someone who has tested positive) and have been to camp since the contact, Camp Leadership will require the entire group to self-quarantine for 10 days.
- If a staff member or camper tests positive for COVID-19, the entire group will be required to self-quarantine for 10 days.
- All equipment used by the group will be disinfected and pulled from rotation for 72 hours.
- The City of Post Falls will adhere to Emergency Paid Sick Leave (EPSLA) and the Families First Coronavirus Response Act (FFCRA) with regards to staff leave. Please refer to the

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City of Post Falls COVID-19 Management Plan or contact Human Resources for more information.

Facility

- Sanitize (with CDC approved cleaning supplies) all surfaces and equipment before, during, and after camp each day.
- Ensure there are handwashing and sanitizer (alcohol-based) stations at each camp location.
- Ensure an area is set aside for sick children and staff that will keep them separate and comfortable.
 - If a staff member is caring for a sick child, they will wear a face covering and gloves.
 - After the sick child is picked up, the 'isolation area' will be sanitized.
- Any transportation (if used) will be cleaned before and after each use following CDC Guidelines.

Extreme Weather

- Extreme weather includes but is not limited to heat, wind, lightning, smoke, and ash.
- In the event of an extreme weather, guidelines may be difficult to adhere to and the immediate safety of the camper will supersede COVID-19 prevention measures outlined in this plan.
- If extreme weather is known ahead of time, camp will be cancelled for that day as adhering to guidelines becomes more difficult.
 - A refund for the day will be processed by Camp Leadership or the Post Falls Parks and Recreation office.
- If extreme weather occurs during the camp day, campers will be shuttled to Black Bay Depot.
 - Notice of change will be posted on the sandwich board at Kiwanis Park entrance.
 - Groups will be separated where possible.
 - Due to the emergency nature of these events, guidelines may be difficult to adhere to and the immediate safety of the camper will supersede COVID-19 prevention measures outlined in this plan.

On-Site Emergency

- In the event of an emergency, guidelines may be difficult to adhere to and the immediate safety of the camper will supersede COVID-19 prevention measures outlined in this plan.
- Camp Ka-Mee-Lin staff are trained in emergency scenarios and are equipped to gather at one of several on-site locations should a "shelter in-place" be deemed necessary.
 - Groups will be separated as much as possible.
- In the case of an evacuation, campers will walk or be shuttled to Ponderosa Elementary School. Notice of change will be posted on the sandwich board at Kiwanis Park entrance, if possible.

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Additional Considerations:

- Camp Leadership, with the help of support staff, will be responsible for making sure all surfaces are sanitized/disinfected daily.
- Parents/guardians are not permitted to visit during the camp day.
- Late drop-off and early pick-up must be pre-approved and communicated to Camp Leadership.
- This summer, we will not be permitting campers to bike to camp. Campers must be dropped off by a parent/guardian within the camper's household(s).
- All field trips and Navigator campouts are cancelled for this summer with the exception of the week 9 Navigator campout.
- We will not be swimming in the Spokane River this summer. Camp Leadership is looking into providing alternative water activities.
- Station Days are cancelled for this summer.
 - Some Station Day activities may be added to group rotations.
- If a camper in a group gets sick, parents/guardians can contact Camp Leadership or the Post Falls Parks and Recreation office to request a pro-rated refund.

FAQ's

- Why are the operating times reduced for the standard camp day?
 - Standard registration does not cover staffing cost and expenses to run an extended day while adhering to the CDC Guidelines.
- Why does the extended camp day cost more?
 - Standard registration does not cover staffing cost and expenses to run an extended day while adhering to the CDC Guidelines.
- Why have you cancelled field trips?
 - We will not be able to have groups six feet apart on the busses and many locations make it impossible to meet protocol requirements.
- Why have registration fees changed?
 - We are actively planning fun programming that can be done on a camp group level. This level of extra planning takes extra planning hours. Beyond this, due to reduced group sizes, we cannot afford to pay our staff without adjusting registration pricing.
- Why are face coverings required to be worn during drop-off, pick-up, and during transition times?
 - Face coverings are required to protect our campers and staff members based on CDC recommendations.
- Why is the Wellness Check required for everyone in the vehicle?
 - Based on CDC recommendations, if one person in the car is exhibiting symptoms, everyone in the car is exposed and may produce symptoms.