



## YMCA Camp Sequoia Lake 2021 youth camping operating Procedures

### Terms and Definitions

- Cabin** - A Cabin is defined as a structure housing no more than 10 youth and/or staff.
- Unit** - A Unit is defined as no more than 50 campers, counselor, program, and leadership staff.
- Camper** - A youth from age 9-17 attending YMCA Lake Sequoia camps as a paid participant.
- Staff** - An adult employed by the YMCA to oversee the safety and well being of Campers This includes:
- Lead Staff - Camp Director, Program Directors, Unit leaders
  - Cabin Counselor - Direct supervision of the cabin as defined in “cabin”
  - Programming Staff - lead and facilitate daily camp activities.

#### **Social Distancing -**

Is defined by the current guidance from the State of California—Health and Human Services Agency - California Department of Public Health.

Social distancing, also called “physical distancing,” means keeping a safe space between yourself and other people who are not from your household. To practice social or physical distancing, stay at least 6 feet (about 2 arm lengths) from other people who are not from your household in both indoor and outdoor spaces.

#### **PPE - Personal Protective Equipment**

Personal protective equipment is protective clothing, helmets, goggles, or other garments or equipment designed to protect the wearer's body from injury or infection. The hazards addressed by protective equipment include physical, electrical, heat, chemicals, biohazards, and airborne particulate matter.

#### **NPI - Non pharmacological interventions**

2 of 3 required

1. Wear a Mask
2. Remain 6 ft apart

### 3. Be outside

#### **Face Masks -**

Is defined by the current guidance from the State of California—Health and Human Services Agency - California Department of Public Health.

**People in California must wear face coverings when they are outside of the home, unless one of the exemptions below applies.**

Individuals are exempt from wearing face coverings in the following specific settings:

Persons in a car alone or solely with members of their own household.

Persons who are working in an office or in a room alone.

Persons who are actively eating or drinking provided that they are able to maintain a distance of at least six feet away from persons who are not members of the same household or residence.

Persons who are outdoors and maintaining at least 6 feet of social distancing from others not in their household. Such persons must have a face covering with them at all times and must put it on if they are within 6 feet of others who are not in their household.

Persons who are obtaining a service involving the nose or face for which temporary removal of the face covering is necessary to perform the service.

Workers who are required to wear respiratory protection.

**Persons who are specifically exempted from wearing face coverings by other CDPH guidance.**

The following individuals are exempt from wearing face coverings at all times:

Persons younger than two years old. These very young children must not wear a face covering because of the risk of suffocation.

Persons with a medical condition, mental health condition, or disability that prevents wearing a face covering. This includes persons with a medical condition for whom wearing a face covering could obstruct breathing or who are unconscious, incapacitated, or otherwise unable to remove a face covering without assistance. Such conditions are rare.

Persons who are hearing impaired, or communicating with a person who is hearing impaired, where the ability to see the mouth is essential for communication.

Persons for whom wearing a face covering would create a risk to the person related to their work, as determined by local, state, or federal regulators or workplace safety guidelines.

Note: Persons exempted from wearing a face covering due to a medical condition who are employed in a job involving regular contact with others must wear a non-restrictive alternative, such as a face shield with a drape on the bottom edge, as long as their condition permits it.

## Screening

**Pre-Arrival Health Screening Documentation** - all requests and actions to be taken by campers and family of campers before arriving at camp.

**Initial Health Screening** - actions to be taken the beginning of each weekly session of camp.

**Daily Health Screening** - actions taken daily by camp staff monitoring camp individual and overall health.

## Response and Management -

Procedures detailing the response and management of medical concerns regarding COVID-19 or other public health issues.

## Screening and Initial Response for Camps and Staff at Residential Camps

### Screening

#### **Pre-Arrival Health Screening Documentation**

Camper Responsibility - We request that all campers and staff comply with all social distancing requirements of their home community prior to arrival.

Camper Responsibility - Families will fill out a pre-screening worksheet.

Camper Responsibility - Families will present pre-screening worksheet at time of arrival and check in.

Camper Responsibility - Self-monitor for 14 days and conduct pre-screening activities such as:

- VITALS - Taking and recording their own temperature for 14 days before camp (refer to the individual instructions provided with the thermometer).
- SYMPTOMS - Self-screening for the presence of symptoms (fever of 100.4 °F or greater, cough, shortness of breath, diarrhea, fatigue, headache, muscle aches, nausea, loss of taste or smell, sore throat, vomiting, etc.) within the past two weeks.
- TRAVEL - Limit individual travel; nationally or internationally.
- PROXIMITY - Determine the number of times the individual has been in close contact with a person who has been diagnosed with, tested for, or quarantined as a result of COVID-19.

### Response and management

**Cause** - Anyone showing **symptoms** or who has had recent contact with a person with a confirmed or suspected case of COVID19 cannot attend camp until he or she is asymptomatic and tests negative for SARS-COV-2.

**Symptoms** - Any camper showing symptoms such as: fever of 100.4 °F or greater, cough, shortness of breath, diarrhea, fatigue, headache, muscle aches, nausea, loss of taste or smell, sore throat, vomiting, etc. while on Camp premises.

### **Step 1 - Initial Quarantine**

- Place camper or staff member in isolation (Directors cabin in Millwood), and initiate COVID-19 Testing Protocol
- Testing Protocol - If COVID-19 Testing Protocol indicates a suspected case in a staff member or camper:
  1. GSY Leadership team will be notified
  2. On site RN will be consulted
  3. Fresno Department of health will be notified
  4. An interview will be conducted.

## Preventing the Spread

### **Camper and Staff interaction**

**Cabin** - Campers will be placed into a Cabin. The cabin will consist of a camper to staff ratio of no more than 7:1.

- Interaction within the cabin group will not require non pharmacological interventions as stated in terms and definitions.

**Units** - Cabin groups will be placed into a Unit. Units ratio of camper to staff will not exceed 30:7 (30 campers, 7 staff members).

Rules of Interaction -

- Each cabin will be able to interact with no more than 4 other cabins during their stay.
- When interacting with others in your unit you must follow at least 2 of the non pharmacological interventions that are listed: Wear a Mask / Remain 6 ft apart / Be outside
- Each Unit will be assigned a program staff that will not interact with other units
- If, for any reason, multiple units (Cohorts) are required to be in the same location or interact with each other all 3 of the non pharmacological interventions (Wear a Mask / Remain 6 ft apart / Be outside) must be followed.
- Please avoid shaking hands, bumping fist or elbows, and other physical contact.

### **Daily Health Maintenance and Reporting**

Temperature Check

- When: Take temperatures at each meal
- Who: Nurse or Lead Staff

## COVID-19 questions

- When: 1 time daily (breakfast)
- Who: Campers, staff, volunteers
- What: Answer all questions regarding daily health issues related to COVID-19.

## Facilities and Facility Management

### Cabins -

- Rustic Cabins - seasonal cabins; do not include heating or air.
- Cabins are spaced in such a way that windows allow us to provide adequate ventilation
- Cabins have minimal use during an average day; Most activities are outside.
- Cabins primary use is for sleeping and storage of campers personal items.
- Maximum occupancy - 9
- Assignment - Campers are assigned to a cabin. Campers will remain in that cabin for the duration of the camp session.
- Sleep, bedding, mattresses -
  1. Mattresses - Cabins come with vinyl covered mattresses to allow for easy cleaning
  2. YMCA Camp Sequoia Lake just provides beds and mattresses
  3. Bedding - No bedding is provided by the YMCA. Campers are responsible for their own bedding.
  4. Cabins are sanitized between each camp session.
  5. Cleaning and ventilation-
    - a) Windows left open for two hours prior to cleaning crew going in
    - b) Wipe down entryways and other surfaces
    - c) Sanitize with EPA recognized chemical (Re-Juv-Nal)
    - d) Allow to air dry

### Camp Buildings:

**Dining Hall** - Location of food services while on Camp premises

#### Procedures and Precautions

- Hand sanitizer will be available at the entryway
- No campers are permitted in the dining hall without supervision
- Social distancing rules **MUST** be as followed
  - a) Masks - masks to be worn at all times when inside the building.
  - b) Social Distancing - Every effort must be made to maintain a 6-foot distance from others
- Sanitization Procedures
  - Pre Meal
    - All tables and serving areas must be sanitized and wiped down with EPA recognized chemical (Re-Juv-Nal)
  - Post Meal
    - All tables and serving areas must be sanitized and wiped down with EPA recognized chemical (Re-Juv-Nal)

- Allow to air dry

**Bathrooms** - Camp buildings containing either toilets, showers, sinks, or a combination of all three.

### **Procedures and Precautions**

#### **Precautions**

- No personal belongings should be kept in the bathrooms.
- Sanitation procedures
  - Followed daily
  - Recorded daily
  - Record sheets will be displayed at all entryways.

#### **Procedures**

- a. Remove all mats and trash cans
- b. Wipe down all surfaces to remove dirt and grim
- c. Rinse all surfaces
- d. Use EPA recognized sanitizing spray (Re-Juv-Nal) to spray all counters / walls / toilets / sinks / doors
- e. Allow to air dry
- f. Sweep and mop floor with PH7

### **General Camp Areas**

#### **Procedures and Precautions**

- Signage: Posted at every communal building: Bathrooms / dining hall / craft shed / store/ kitchen
- Notices are posted at activity areas: Waterfront / Archery / Ramps
- Hand washing stations are spread throughout camp
- Hand sanitizer stations are at every entrance to communal buildings / program areas that do not have easy access to sinks

## Program Areas

All Programming will follow best practices as set forth by the ACA Field guide

Field Guide for Camps on Implementation of CDC Guidance

Prepared for: American Camp Association and YMCA of the USA

Prepared By: Environmental Health & Engineering, Inc.

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## Food Service

### **Procedures and Precautions -**

Vendor: JD Foods

- Requesting same driver for all deliveries
- Requesting drivers undergo a pre health check at the start of every shift
- Driver will have a certain drop off stop near the kitchen. In the back to maintain physical distancing.
- PPE is worn during delivery (Face mask and Gloves)
- Sanitizer wipes are always available to the driver

### **Procedures and Precautions - Kitchen staff**

- YMCA food service personnel will gain the necessary certifications to hold their positions.
- Staff will follow the daily screening that is required by all employees.
- NPI/PPE           NPI standards apply to meal preparation
- NPI/PPE           All staff must wear a face mask during food prep.
- NPI/PPE           Gloves - gloves changed periodically per CDC/FDA food handling standards.
- NPI/PPE           Serving - Kitchen staff must be wearing gloves and a face mask

### **Procedures and Precautions - Campers**

- NPI               Campers will have assigned seating outside.
- NPI               No one will be permitted to eat inside.

### **Opening and Closing Procedures**

- Hand sanitizer will be available to every table
- Cleaning - Re-Juv-Nal will be available for cabin pods to wipe down their tables pre and post dinner
- Hand sanitizer available and/or staff members will bring drinks to the designated family member.

### **Food Service**

- Distribution of Food -
  - Food will be served on individual plates by food service personnel
  - Counselor will be responsible for delivering it to the cabin.
  - Extra food will be placed onto a serving platter that will be placed on each table.
- Drink Station -
  - A drinks station will be maintained outside on the deck with signs
  - All NPI and PPE standards apply

## Pre Existing Medical Conditions

Conversations have been taking place with everyone regardless of their conditions. We are very open about the dangers for those with preexisting conditions, or if you care for / live with anyone that meets these criteria.

Campers are encouraged to roll their fees over to next year if they have any concern about coming to camp.

## Transportation

YMCA Camp Sequoia Lake does not offer transportation.

## PPE for Camp Staff

A letter has been sent out to families regarding the PPE. In the letter it informs staff of prescreening, initial screening, and daily screening. It goes on to discuss that social distancing will be used throughout camp and dining will be different as well as activities. It is required that each staff member will have their own face mask.

For employees there has been staff communication through zoom, emails, and calls. Staff are aware of having face masks, social distancing, prescreening, initial screening, and daily screening. Face masks will be worn if/or when with a group closer than six feet distance. Staff will be receiving training prior to camp start date to ensure staff know the different types of PPE that are needed for specific tasks and the reasons they are necessary.

Supplies at hand that camp will have are disinfectant spray, individual condiments, towels, face mask, and disposable gloves. There will be a monitor of PPE equipment needed to restock. There will be proper labeling of supplies, designated cleaning areas. disposal area, one way system, and face mask used as needed.

## Supply List

- hand sanitizer supplies and stations
- surface cleaning supplies and disinfectant wipes
- paper towels
- clean spray bottles
- gloves
- face mask
- lysol spray
- degreaser
- PH7



- Diluted bleach solution
- Alcohol solution with at least 70% alcohol