



# Summerside Camps

## Policies and Procedures: Summer 2021

1. **Medication Policy:** Any camper that requires medication to be distributed during the camp day, needs to provide original prescription/packaging and a doctor's orders.
  - Medication will be administered by the Summerside Nurse and/or Summerside Leadership.
  - No camper is to self-administer any medications.
  - All medication will be stored and locked in the Nurse's office.
  - Please check expiration dates of all medications.
2. **Wellness Policy:** Campers/Staff may participate at Summerside Camps **ONLY** if all Health and Safety requirements and expectations are met.
  - All Summerside Staff and campers/camper families must agree to follow all of the Pennsylvania State Travel Guidelines (Please refer to the COVID-19 [Information for Travelers](#) on the PA Dept of Health Website)
  - All Summerside Staff and campers/camper families must agree to NOT attend camp if experiencing one or more of the following symptoms (within 14 days of the camper's first day of camp):
    - ◆ A temperature of 100°F or greater
    - ◆ New uncontrolled cough (that is not allergy or asthma-related)
    - ◆ Muscle aches without cause
    - ◆ Difficulty breathing
    - ◆ Sore Throat
    - ◆ Congestion (not allergy-related)
    - ◆ New onset of severe headache
    - ◆ New loss of taste or sense of smell
    - ◆ Diarrhea or Vomiting
    - ◆ Gastrointestinal symptoms
    - ◆ Had close contact (within six feet for at least 15 minutes) with a person with COVID-19
  - All Summerside Staff and campers/camper families must agree to adhere to curbside drop-off and pick-up during peak hours (Families will NOT get out of the car unless directed by the Summerside Team.) During off-peak hours, please ring the bell in the foyer of the McCausland Building and you will be greeted at the door or call (215) 247-7272. No visitors (including parents) are permitted in SCH's buildings.
  - All Summerside Staff and campers/camper families must agree to practice safe social interactions outside of camp and limit exposure to outside risks.





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- All Summerside Staff and campers/camper families must agree to notify Summerside Camps if we believe that we may have come in contact with someone suspected of having COVID-19.
- All Summerside Staff and campers/camper families must sign a 2021 Agreement to

### **3. All Summerside Staff and campers/camper families will agree to a Daily Health Screening, including:**

- Complete and log body temperature upon arrival. The temperature check will be completed by either the Summerside Nurse OR Summerside Leadership.
  - ◆ *If persons have a fever of 100°F or above, they should not be admitted to the facility. Persons will need to be fever-free for 24 hrs before returning to the facility.*
- Answer the following screening questions upon arrival:
  - In the last 14 days, have you had close contact (defined as within 6 feet for at least 15 minutes) with someone who has been diagnosed with COVID-19 or who suspects they have COVID-19?
  - Are you experiencing any of the following:

<ul style="list-style-type: none"><li><input type="checkbox"/> A temperature of 100°F or greater</li><li><input type="checkbox"/> New uncontrolled cough (that is not allergy or asthma-related)</li><li><input type="checkbox"/> Muscle aches without cause</li><li><input type="checkbox"/> Difficulty breathing</li><li><input type="checkbox"/> Sore Throat</li><li><input type="checkbox"/> Congestion (not allergy-related)</li></ul>	<ul style="list-style-type: none"><li><input type="checkbox"/> New onset of severe headache</li><li><input type="checkbox"/> New loss of taste or sense of smell</li><li><input type="checkbox"/> Diarrhea or Vomiting</li><li><input type="checkbox"/> Gastrointestinal symptoms</li><li><input type="checkbox"/> Had close contact (within six feet for at least 15 minutes) with a person with COVID-19</li></ul>
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  - *If any answers are "yes", the camper or staff member will be required to leave the SCH Campus and self-quarantine at home and will only be able to return to campus if:*
    - Initial COVID-19 testing is negative and the individual meets the camp's normal criteria for return after an illness OR
    - A clinician has evaluated the child and documented an alternative diagnosis OR





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- ❑ COVID-19 testing was not done and all of the following are true:
  - ❑ at least 14 days since the onset of symptoms AND
  - ❑ fever-free off anti-fever medications for 3 days AND
  - ❑ symptoms are improving. Note: repeat COVID testing is not required to return to the camp.

### **4. All Summerside Staff and campers/camper families will agree to comply with good hygiene expectations including:**

- Practice good **hand hygiene**. Campers and staff alike are required to practice good **hand hygiene** by washing hands with soap and water for at least 20 seconds. If soap is not available and hands are not visibly dirty, an alcohol-based hand sanitizer that contains at least 60 % alcohol can be used.
  - ◆ Entering the facility
  - ◆ Before and after eating
  - ◆ Before and after preparing food/drink
  - ◆ Before and after medication administration
  - ◆ After using the toilet
  - ◆ After coughing, sneezing, or blowing their nose
  - ◆ After playing outdoors
  - ◆ Before and after group activities
- Other Hygiene measures:
  - Wear a clean and well-fitting mask and pack an extra mask in case needed.
  - Summerside will have a designated staff person with the responsibilities of monitoring and conducting facility cleaning/disinfecting, safe arrival/dismissing, and other support to maintain adherence to these guidelines.
  - Staff and campers will only eat snacks and food brought from home, at designated times, maintaining a 6-foot distance from others and eating outdoors whenever possible

### **5. Sick Policy during a Pandemic:**

Summerside Camps takes Covid-19 guidance from the [Philadelphia Department of Public Health](#) (PDPH), the [CDC](#), and the [PA Department of Education](#). Summerside Camps report any Covid-19 symptoms, exposures, and reports of positive cases to the SCH Medical Team as well as the Philadelphia Department of Public Health (PDPH)





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- Staff who develop symptoms of COVID-like illness: (cough, shortness of breath, or any 2 of the following symptoms: fever, chills, muscle pain, sore throat, new loss of taste or smell) will immediately be sent home. Staff that are ill will remain in a designated isolation room until they are able to leave or be picked-up from campus.
- If campers develop symptoms, they will be brought to a designated isolation room while waiting to be picked up. The staff member waiting with the child will wear a mask and gloves while with the child.
- If a separate room is not available, a cot or crib or outdoor space will be used that can be kept at least 6 ft apart from all other children.
- A letter will be given to caregivers explaining why the child is being dismissed and criteria for returning to camp.
- If a child or staff member in a camp group has COVID-like illness:
  - ◆ Staff/Camper may return to camp if:
    - Initial COVID-19 testing is negative and the individual meets the camp's normal criteria for return after an illness OR
    - A clinician has evaluated the child and documented an alternative diagnosis OR
    - COVID-19 testing was not done and all of the following are true:
      - 1) at least 10 days since the onset of symptoms AND
      - 2) fever-free off anti-fever medications for 3 days AND
      - 3) symptoms are improving. Note: repeat COVID testing is not required to return to the camp.
- If a child or staff member has a confirmed diagnosis of COVID-19:
  - ◆ All children and staff in the same camp cohort or who have come in close contact with the case (defined as greater than 15 minutes of interaction less than 6 feet away) should quarantine at home for 14 days. Anyone who develops symptoms during that time should contact their healthcare provider to request testing.
  - ◆ In accordance with PDPH guidance, the COVID positive individual should remain home until all of the following are true:
    - 1) at least 10 days since the onset of symptoms AND
    - 2) until fever-free off anti-fever medications for 3 days AND
    - 3) symptoms are improving.

The COVID-19 positive individual does NOT need a repeat COVID test or a doctor's note in order to return to the camp.





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- If campers develop Covid-19 symptoms, they will be brought to a designated isolation room while waiting to be picked up. The staff member waiting with the child will wear a mask and gloves if holding the child.
  - ◆ If a separate room is not available, a cot or outdoor space will be used that can be kept at least 6 ft apart from all other children.
  - ◆ A letter will be given to caregivers explaining why the child is being dismissed and criteria for returning to camp.
- If a child or staff member has a confirmed diagnosis of COVID-19:
  - ◆ All children and staff in the same camp cohort or who have come in close contact with the identified case (defined as greater than 10 minutes of interaction less than 6 feet away) should quarantine at home for 14 days. Anyone who develops symptoms during that time should contact their healthcare provider to request testing.
  - ◆ In accordance with PDPH guidance, the COVID positive individual should remain home until all of the following are true:
    - 1) at least 10 days since the onset of symptoms AND
    - 2) until fever-free off anti-fever medications for 3 days AND
    - 3) symptoms are improving.

The COVID-19 positive individual does NOT need a repeat COVID test or a doctor's note in order to return to the camp.

- Cleaning/Disinfecting after a COVID or COVID-like illness:
  - ◆ Close off indoor areas used by the person who is sick.
  - ◆ Open outside doors and windows to increase air circulation in the areas.
  - ◆ Clean and disinfect all areas used by the person who is sick, such as classrooms, offices, bathrooms, and common areas.
  - ◆ Clean and disinfect surfaces in your isolation room or area and in the classroom the sick child or staff members was in after the sick child or staff member has gone home.
- Summerside will have a designated staff person with the responsibilities of monitoring and conducting cleaning/disinfecting, safe arrival/ dismissing, and other support to maintain adherence to these guidelines.





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- Encourage staff and parents to talk to their own and their children's healthcare providers about their individual risk factors for COVID-19 and the risks of working at or attending a camp.
- Ensure the facility has updated contact information for all staff and families and the ability to rapidly communicate information.
- A positive COVID-19 case will be communicated to the Phila. Dept of Public Health and Summerside Camps at SCH will cooperate with any contact tracing measures. All reports are confidential and only shared with the appropriate agencies and impacted populations.

**6. Daily Cleaning Policy during a Pandemic:** all areas and materials continuously used by campers and staff will be cleaned between cohort uses, as well as deep cleaned every night by a professional cleaning service.

### Cleaning and disinfecting materials and surfaces:

- ◆ Summerside senior staff will be wiping down surfaces when they arrive in a new area and before they leave.
  - Cleaning Solution:
    - Virex 2 (recommended by the CDC)
- ◆ Areas to be cleaned after each use include (but are not limited to):
  - Playground equipment
  - Tables and chairs after each activity
  - Classrooms after eating
- ◆ Professional cleaners are contracted and scheduled to be on the SCH Campus at the end of each day, to deep clean and disinfect all areas used by Summerside staff and campers.

There should be hand sanitizer stations near the doorways of each room. Campers and staff should use hand sanitizer when entering and leaving the room.

### → Classroom daily cleaning procedures:

- ◆ Each classroom/bunk will be cleaned at least twice a day
- ◆ Summerside Staff will wipe down all tabletop surfaces *before and after SNACK and LUNCH times* when eating in the classrooms.
- ◆ Every camper and staff member must either wash their hands OR use hand sanitizer upon *entering or exiting* the classroom.
- ◆ Only ONE camper is to use the restroom at a time, even if there are multiple stalls.
- ◆ Staff will monitor and enforce the following handwashing procedures for campers: Wash hands with warm water and soap for 20 seconds.





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**7. Arrival/Dismissal Policy:** families will be required to stay in their cars at all times (if you are driving) or outside at the designated “walk-in area” (if you have walked/biked, etc.), as well as wear a face mask. Campers will be greeted by a staff member at drop-off or brought out to them at pick-up (unless directed by Summerside Leadership or the Camp Nurse).

- ◆ Families and campers will be welcomed by Summerside Greeters, who will be helping your camper out of vehicles, wearing a mask and gloves.
- ◆ Late arrivals and early pick-ups are to call the office upon arrival and the camper(s) will be escorted to and from the car by a Summerside Staff member.
- ◆ All members in the car should be wearing a face-covering both at drop-off and pick-up.

→ **Daily DROP-OFF Procedures:** Parents/designated individuals should be prepared for a longer wait-time while Summerside leadership performs a temperature check of each camper.

- Families will follow the designated drop-off signs for camper(s). Drop-off will be organized alphabetically by LAST NAME. Assignments will be sent out closer to the start of camp.
  - There will be a designated “Walk-up Area” (for anyone who walks or bikes camp)
- If any camper has a fever of 100°F or above, they will not be permitted to stay on campus and asked to stay home until they are fever-free for 24 hrs.

→ **Daily PICK-UP Procedures:**

- Families will follow the designated pick-up signs for camper(s). Pick-up will be organized alphabetically by LAST NAME. Assignments will be sent out closer to the start of camp.
  - There will be a designated “Walk-up Area” (for anyone who walks or bikes camp)

**8. Food Policy:** all campers are to provide their own snack AND lunch each day.

- Please provide your camper(s) with a drink and/or a water bottle, daily, as water fountains are off-limits for the 2020 summer season.
  - ◆ Water bottle filling stations will be available throughout the campus.
- Snacks and Lunch will be had in designated outdoor areas (or ventilated classrooms, should weather not permit outdoor eating)
- No food is to be shared between campers.





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- All utensils must be supplied from home.
- Please do not pack any food that requires a microwave, as we do not have access to heating food when dining outdoors.

### **9. Waterplay Policy:** all campers will be able to engage in water play as long as they have a swimsuit to change into and water shoes to wear.

- All campers are required to apply sunscreen at home prior to coming to camp and pack a NO contact (spray-on application) sunscreen for reapplication throughout the day. Items to pack for daily waterplay:
  - ◆ Swimsuit
  - ◆ Towel
  - ◆ Water shoes with a back (no flip-flops)
  - ◆ Goggles
  - ◆ Please **DO NOT** pack water toys.

### **10. Supplies and Materials Policy:** *all campers will receive their own “camp box” at the beginning of the week with their own supplies and materials needed for activities..*

- Campers will take home their “camp box” (if there are remaining supplies) at the end of the week, to enjoy at home. If campers are attending multiple weeks, their box will stay at camp until their last week.
- Standard Camp Box Contents:
  - ◆ Bin with campers name
  - ◆ 8 pack markers
  - ◆ 8 pack crayons
  - ◆ 1 blank page journal
  - ◆ Glue stick
  - ◆ Kid scissors
  - ◆ Pencil
  - ◆ Eraser
- Specialty Camp Box Contents:
  - ◆ Includes similar materials as the Standard Camp Box
  - ◆ Specific to Specialty Camps
- Room Set-up for Day/Specialty Camps:
  - ◆ Every camper will have an assigned chair with their name on it.
  - ◆ Campers will have a cubby (utilizing every other cubby) with their name on it.
    - Each cubby will contain their Camp Box (unless there is a designated spot within the classroom that is more suitable).





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**11. Cohort Policy:** each cohort (defined as grade-level groupings for Day Camp or Specialty camp groupings) will only interact with their group unless social distancing can be adhered to.

- Only ONE camp/bunk will be allowed on the play structures at a time. The playground equipment will be sanitized between each use.
- Camps/ bunks will NOT eat in the cafeteria; alternate spaces will be used for lunchtime (outdoors when possible).. All food should be provided from home.
- **ALL campers wear a mask** (both indoors and out), with the following exceptions:
  - ◆ Eating or drinking when spaced at least 6 feet apart;
  - [The PA DOH Universal Face Coverings Order FAQ](#)

**12. Travel Policy:** Families attending Summerside Camps should not travel outside of the state within two weeks of their first day of camp, or any time within our 7 weeks of programming, unless they are able to self-quarantine for 14-days before returning to our programming.

*These Policies and Procedures are subject to change at both the discretion of SCH Academy as well as reflected by the various State and County guidelines.*

