



Achieva Support Camp Achieva COVID-19 Health and Safety Plan

This plan will be amended, as needed, based on guidelines from the Pennsylvania Department of Health. The camp director is designated as the person responsible for responding to COVID-19 concerns. The camp director, in consultation with the Senior Vice President of Achieva, will notify camp staff and families of a camp closure and changes in procedures to limit COVID-19 exposure. In order to ensure health and safety, the maximum number of campers per day will be 35. We are considering all of the campers to be high risk campers. If there is a COVID outbreak, we may need to suspend camp.

Exposure to COVID 19, Staying Home when Appropriate and Daily Symptom Checks
Camp staff will follow Achieva's Pandemic Exposure Guidelines and Achieva Support's COVID 19 Testing/Notification/Return to Work Plan. Campers and their families will be informed, via the Camp Achieva Family Letter, about when campers must stay home and when they can return to camp. All campers and families will receive the Camp Achieva Family Letter prior to the first day of camp that will outline the requirements for staying home. Staff and campers who are sick, have been exposed to someone with symptoms or a confirmed or suspected case within the past 14 days, have tested positive for or are showing symptoms of COVID-19 will be required to stay home.

As per the Camp Achieva Family Letter, families will be asked to be on the lookout for symptoms of COVID-19, which include fever, cough, shortness of breath, chills, muscle pain, sore throat, and loss of taste or smell. Families will be reminded that if their camper has any of these symptoms, they should be tested for COVID before returning to camp.

Camp staff will be required to complete the Achieva Support Symptom Checker at the beginning of each day prior to entering the facility. Campers and families will be asked the questions on the Achieva Support Symptom Checker on a daily basis as they are dropped off and prior to entering the facility. Temperatures of all staff and campers will be taken, via a hand-held thermometer, at the beginning of each day prior to entering the facility. If anyone answers "yes" to any questions or has a temperature higher than 100.4, they will not be allowed to attend camp that day. There will not be additional screening during the day. If a camper does become ill during a camp day, the camper will be immediately isolated from others and a counselor will stay with the camper until a family member comes to pick up the camper. The camp director will call the family as soon as the camper begins to feel ill and the family will be required to come to camp as quickly as possible to pick up the camper.

Hand Hygiene and Respiratory Etiquette

During Orientation, camp staff will be trained on Infectious Disease/Universal Safety Precautions and Pandemic Exposure Guidelines. During the first day of each weekly camp session, all campers will be taught the proper handwashing technique of using soap and water for at least 20 seconds, carefully using sanitizer and proper respiratory etiquette. Campers will be monitored by camp staff to ensure adherence with proper handwashing procedures and safely using hand sanitizer. Soap and water are readily available in the restrooms, kitchen, and pool locker rooms. Hand sanitizer will also be available throughout the facility and during field trips. Campers will also be taught and reminded to cover coughs and sneezes with a tissue or into one's elbow, to throw used tissues in the trash and to wash hands immediately with soap and water for at least 20 seconds.

Signs that promote reminders to wear face coverings and wash hands will be posted in highly visible locations such as the cafeteria, kitchen, facility entrance and restrooms.

Adequate supplies of soap, paper towels, tissues, hand sanitizer, disinfectant wipes, and no-touch/foot pedal trash cans will be available in the restrooms, cafeteria, and kitchen.

Facial Coverings

During Orientation, camp staff will be trained on Achieva Support's Face Covering Use and Wear and all camp staff will be required to wear facial coverings. Campers will be required to wear facial coverings to the extent possible. Face coverings will not be required for anyone who has trouble breathing or otherwise is unable to remove the face covering without assistance. During the first day of each weekly camp session, campers will be taught about the proper use, removal and washing of masks. Camp staff will closely monitor facial covering use by campers. As mentioned in the Camp Achieva Family Letter, families are asked to provide a few, clean facial coverings each day.

Cleaning and Disinfection

During Orientation, camp staff will be trained on the Achieva Support Pandemic Cleaning Plan. Staff will be assigned daily, routine cleaning and disinfecting responsibilities. Frequently touched surfaces, including door handles, sink handles, commodes and table/counter surfaces within the camp facility will be cleaned and disinfected throughout each day. Surfaces in the bus will be cleaned and disinfected once each day prior to staff and campers boarding the bus, according to guidelines for bus transit. Shared objects such as sports equipment and games will be cleaned and disinfected throughout the day.

Cleaning and disinfecting products will be locked at all times. Cleaning products will not be used near campers and staff will ensure there is adequate ventilation when using these products to prevent campers or themselves from inhaling toxic fumes. Staff will be required to wear gloves while cleaning and disinfecting and when removing garbage bags or handling and disposing of trash.

Campers and staff will be discouraged from sharing items that are difficult to clean and disinfect. Each camper's belongings will be separated from others' in individually labeled bags. Each camper will be given a plastic bin to store supplies to limit sharing.

The facility is not shared at any time during the camp season. The facility will not be routinely used by other organizations during off hours such as evenings and weekends when the camp is in session. The only exception would be a funeral luncheon and the camp director will be informed in advance by the parish should a luncheon be planned. Should that occur, the church maintenance staff will be responsible for cleaning and disinfecting before and after the event.

Ventilation

Staff will ensure that outdoor air is circulated throughout the facility as much as possible by opening windows and doors. However, windows and doors will not be left open if doing so poses a safety or health risk for campers with asthma or for campers with a history of elopement.

Food Safety

Only disposable utensils and dishes will be used and lunches provide by the Summer Lunch Program will be pre-packaged in boxes or bags. Food and drinks will be kept in the kitchen refrigerator. Campers who bring their lunches from home must clearly mark their lunch boxes/bags with their name. As per the Camp Achieva Family Letter, campers and staff must bring bottled water or other beverages from home as water fountains may not be available or they may be turned off due to COVID restrictions.

Use of Communal Spaces

The communal spaces include the whole of the indoor facility in which camp is being held. Campers will share the cafeteria, the gym, the bowling alley, the bathrooms, and the park outside. Signs will be posted on walls and floors will be marked with tape to remind campers and staff to stay 6 feet away from each other.

The cafeteria is 64' wide by 80' long for an area of 5,120 sq. feet. The capacity of the cafeteria pre-pandemic was 150 people (150 x 75 percent = 112 people at 75 percent capacity). While in the cafeteria, the campers will be seated at tables in which there will only be four people per table. The tables will be separated from each other by 6 feet. Campers and staff will sit in every other seat at the tables. Physical barriers will not be used to separate individuals during activities or meals or between or within groups of campers. The cafeteria will be used as a waiting area for loading busses, for eating lunch and snacks, for drinking, assemblies, and arts and crafts. All times for the above activities will be staggered to reduce the number of campers/staffs in that area at one time. The tables and chairs will be cleaned and sanitized after every use. One staff member per week will be responsible for cleaning and disinfecting all communal areas throughout each day for that week.

The gym is 57' wide by 97' long for an area of 5,529 sq. feet. The capacity of the gym was 200 people pre-pandemic (200 x .75 = 150 people at 75 percent capacity). The gym will be used for physical activities such as kickball, basketball, yoga, Simon Says, Taekwondo, or other no contact sports and activities that limit or eliminate the sharing of equipment. All equipment that will be used by more than one person will be cleaned between groups. Time in the gym will be staggered to limit the number of campers and staff in this area, and will allow time for equipment to be cleaned.

The bowling alley is 29' wide by 23' long for an area of 667 square feet. The pre-pandemic capacity for the bowling alley was 20 people. Therefore, $20 \times .75 = 15$ people at 75 percent capacity. The bowling alley will only have one group in at a time. Each camper will have their own ball, which will be cleaned at the end of each game. They will be socially distanced from each other at 6 feet apart.

The boys' bathroom has 3 stalls, 2 of which are operational. It also has two urinals. The girl's bathroom has 5 stalls, 4 of which are operational. The campers will be assigned bathroom breaks, and the areas will be cleaned in between each assigned break. There will also be an assigned schedule for bathroom cleaning because campers will be permitted to use the bathroom as needed, not just at assigned times. (This is the same protocol used by school districts).

The playground across the street will be used in a staggered manner as well, with railings, ladder railings, and other surfaces that are touched with the hands being cleaned between each group. Outdoor activities where social distancing can be maintained will be scheduled and prioritized as much as possible.

Scheduling of Small Groups of Campers

Each counselor will be assigned a maximum of 5 to 10 campers (depending on the number of one-on-one campers we have that week) and the campers will remain with the same counselor and campers all week. The groups will not mix with each other (unless there is an unforeseen emergency). Each group will follow a schedule throughout the day that will limit their exposure to other campers and staff members while at the playground, in the gym, and in the cafeteria. Activities will be planned that allow for social distancing of 6 feet.

Lunch and Snack Times

Lunch and snack times will be staggered as well. One group will eat while the other group is in the gym, the bowling alley or the park. When the first group of campers has finished eating, the next group will then eat. The tables and chairs will be cleaned between groups. This will happen for snack time as well. All times for all daily activities will be staggered in this manner to minimize contact and the mixing of groups and to allow for cleaning in between groups. Lunch will be served to one group of campers at a time (they will come to the table to select their lunch), and then another group can come up. Staff will be there to pass out the lunch once the camper has made his/her choice.

During meals and snacks, staff and campers will be seated 6 feet apart in the cafeteria or during outside picnics. Staff will ensure that any non-disposable food service items will be handled with gloves and washed with dish soap and hot water. Staff will ensure that food and utensils are not shared.

Monitoring During Drop Off, Pick Up, and Boarding Bus Times

The camp director will oversee the campers being dropped off and picked up from camp to limit contact between campers and with other campers' families as much as possible. The camp director and staff will also closely monitor campers when boarding and getting off the bus for community activities to ensure as much social distancing as possible.

Field Trips

Times for activities will be staggered throughout each day. For outings, we will have 2 busses, in which one camper/staff member will sit per seat (unless there is a behavioral issue during transportation reported by parents or observed by the camp director that would result in that counselor sitting with that camper.) We will be going swimming 4 days per week. Half of the group will go 2 days and the other half of the group will go the other 2 days. For 2 of the swimming days, the group who does not go swimming will go to the summer movie at Cinemark Theaters in Monaca. Cinemark provides us with our own theater, and our campers will sit in every other seat. We will be going to other parks in Beaver County, half of the group to one park and the other half to a different park, when possible. We will be taking groups mini-golfing or on other outings and will follow the mitigation efforts and social distancing guidelines provided by the parks and the facilities that we attend. All activities will be done with only half of the campers going at a time, when possible. Cleaning products and hand sanitizer will be taken with us to all outings. And the bussing company will be responsible for sanitizing the seats on the busses.

Visitors

Visitors will not be permitted unless permission is given by the camp director for a specific purpose. Those who do come into the building will be screened with the Achieva Support Symptom Checker and temperature taking as the campers and staff. This includes the lunch and snack providers who bring the food to camp on a daily basis.

Staff Training

Training will take place during Orientation the week before camp starts. Training is mandatory for all camp staff. In addition to the required staff trainings of CPR and First Aid, camp staff will be trained by Achieva training staff on the following topics to ensure the health and safety of campers, families and staff:

- Achieva Support Pandemic Cleaning Plan
- Achieva Pandemic Exposure Guidelines
- Achieva Support Symptom Checker
- Achieva Support Day Camp Face Covering Use and Wear
- Achieva Probable/Confirmed COVID 19 PPE Instructions
- Achieva Support COVID 19 Testing/Notification/Return to Work Plan
- Achieva Support Policy on Infectious Disease/Universal Safety Precautions Guidelines

Reference:

Centers for Disease Control and Prevention (CDC)'s Suggestions for Youth and Summer Camps <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/summer-camps.html>