Scenarios for Day Camp Operators and Staff

Transcript: Presentation 4 of 5
The purpose of this presentation is to apply measures covered in the previous presentations to daily day camp activities and interactions among camp participants and staff.
Notice

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Objectives

After completing this module you will be able to:

1. Apply measures to reduce risk of COVID-19 to daily camp activities and interactions among camp participants and staff

After completing this module you will be able to apply measures to reduce the risk of getting and spreading COVID-19 to daily camp activities and interactions among camp participants and staff based on your roles such as a day camp operator or director or other camp staff which includes camp counsellors.
We will discuss a variety of scenarios that you may experience throughout your day at camp.

Each of the four scenarios presented, will be separated into considerations for camp directors or operators and for other camp staff including camp counsellors.

Throughout each scenario, we will demonstrate how you can apply measures from the previous presentations to help you and your campers from spreading or getting sick from COVID-19.
Camper Drop-off Scenario

Welcome to “Camp IPAC”. You are excited to welcome your campers. What will you do to make their drop-off as safe as possible for you, the campers and their parents/guardians?

1. Operator/Director
2. Other Camp Staff (e.g., Counsellor)

Welcome to Camp IPAC. You are excited to welcome your campers. What will you do to make their drop-off as safe as possible for you, the campers and their parents/guardians?
• As a camp director or operator you should take the following into consideration when planning a process for safe camper drop off. The preferred option for drop off includes: having camper drop off happen outside. However, a backup plan should be considered for inclement weather when outside drop-off isn’t possible.

• Drop-offs should be at staggered times based on cohorts to prevent interactions between different cohorts. If not possible, designate different drop off areas for each cohort.

• It is preferred to have a designated separate entrance and exit for each cohort otherwise if entrances and exits are shared and used by multiple cohorts, only one cohort should use it at a time.

• Only campers, staff and essential visitors should be allowed into the camp facility however, if there is a need for a parent or guardian to enter the setting, ensure parent or guardian is screened and remind them that they need to follow protective measures including wearing a well-fitted mask, practicing hand hygiene, and maintaining a physical distance of at least 2 m (6 feet).
As part of planning for safe camp drop-off, develop a daily active screening process for campers, staff and essential visitors who need to enter the camp facility.

Active screening must be achieved by using an online, or paper-based or in-person screening tool that can be completed at home prior to arrival or upon arrival at camp.

To facilitate screening at home prior to arrival at camp, you can use the COVID-19 school and childcare screening tool or develop your own online form, survey, or email as long as the criteria in your screening tool aligns with the criteria for the provincial tool.

Day camp operators must actively screen staff at the start of their shift before they enter the day camp setting.

Create a recording form to capture names of campers, staff and essential visitors that attend/visit the camp. Day camp operators should keep records for each camp participant for whom screening has been completed and are required to maintain records that screening has been completed for each staff member and essential visitor.

Do not permit camp participants, staff, or visitors who are ill and do not pass the active screening to enter the camp facility.

Ensure staff assigned to screening either in person or who are responsible for confirming screening was completed prior to camp arrival has received training on how to conduct screening of campers and essential visitors.

Ensure staff assigned to screening are able to maintain a physical distance of at least 2m (6 feet) from the person they are screening and/or provide a physical barrier such as a plexiglass barrier.
To make drop-off safe:

- Make medical masks and eye protection available to staff involved in drop-off and develop PPE training for staff and ensure training has been completed. Training should cover how to select, put on, and take off appropriate PPE.

- Provide supply of appropriately sized masks for campers and adults at each screening station. All adults should wear a mask if it is challenging to keep a distance of at least 2 m (6 feet) while outside.

- Provide alcohol based hand sanitizer containing at least 60% alcohol at each screening station.

- Set-up prominent visual cues or reminders for physical distancing such as markers on the ground so that individuals can safely physically distance from one another while waiting to be screened and checked in.
As a camp staff you may be assigned to conduct active screening of campers and essential visitors:

- It’s important to clean your hands with alcohol based hand sanitizer upon getting to the screening station or area.

- Follow your camp’s screening process to screen campers and essential visitors for symptoms and exposures to COVID-19 before allowing them to enter the camp. This screening process may be completed online or on paper or using an in person screening tool and can be completed at home prior to arrival or upon arrival.

- Do not permit camp participants, staff, or visitors who are ill and do not pass the screening to enter or attend the program.

- While you are conducting screening, maintain a physical distance of at least 2m (6 feet) from the person you are screening and/or use a physical barrier.

- If separation by physical distancing or barriers is not possible at all times, wear a medical mask and eye protection.

- Ask person being screened to clean hands with hand sanitizer and remind them to wear a mask and maintain physical distance from others.

- Provide clear direction to campers about where they should go following screening.
Running Activities Scenario

On the schedule for your campers today is arts and crafts followed by soccer time. What will you do to ensure you and the campers are safe?

1. Operator/Director

2. Other Camp Staff (e.g., Counsellor)

On the schedule for your campers today is arts and crafts followed by soccer time. What will you do to ensure you and the campers are safe?
### Planning Ahead for Arts and Crafts

<table>
<thead>
<tr>
<th>Preferred Option</th>
<th>Alternate Option</th>
</tr>
</thead>
<tbody>
<tr>
<td>Weather permitted, conduct arts and craft outdoors</td>
<td>Schedule and stagger or alternate activity so only one cohort is using space at a time</td>
</tr>
<tr>
<td>Indoor space with windows open to increase outdoor air and doors kept open to reduce ‘touch points’ after hand hygiene is performed</td>
<td>In a shared space, separate each cohort at least 2 m (6 feet) apart at all times</td>
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</tbody>
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- Considerations when planning ahead for arts and craft includes:

- The preferred option of conducting arts and craft outdoors, weather permitting. Alternatively, indoor spaces can be used for arts and craft but ensure windows are open to increase outdoor air and doors are kept open to reduce touch points or points where an individual physically touches a surfaces such as a door knob or door handle. This is especially important if hand hygiene has already been performed and hands are clean.

- It’s preferred to schedule and stagger or alternate activity so only one cohort is using a given space at a time.

- Alternatively, if a space must be shared among different cohorts, separate each cohort at least 2 m (6 feet) apart at all times. Cohorts should be separated from all other groups by a prominent visual cue (e.g., floor markings) or a physical barrier to reinforce physical distancing requirements between groups.

- Ensure the physical barrier does not interfere with airflow or ventilation or pose a safety/fire hazard. For example, pilons may be used.
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Camp Operator/Director:
Setting Up the Space for Arts and Crafts

- Set-up arts and craft stations for each cohort spaced 2m (6 feet) apart
- Each station should include all the materials needed for the activity and are not shared between stations/cohort
- If arts and craft materials (e.g., scissors, markers) must be shared
  - Items are used by only one cohort at a time
  - Campers perform hand hygiene before and after using shared items
  - Items are cleaned and disinfected after use by each cohort
  - Avoid items/equipment that cannot be adequately cleaned and disinfected (e.g., stuffed animals, Play-Doh, colouring books)

- Set-up arts and craft stations for each cohort spaced 2m (6 feet) apart
- Each station should include all the materials needed for the activity and are not shared between stations/cohorts
- If arts and craft materials (e.g., scissors, markers) must be shared, ensure:
  - Items are used by only one cohort at a time,
  - Campers perform hand hygiene before and after using shared items,
  - Items are cleaned and disinfected after use by each cohort and
  - Avoid items/equipment that cannot be adequately cleaned and disinfected (e.g., stuffed animals, Play-Doh, colouring books)
Camp Operator/Director:
Other Considerations

- Limit the number of tables and chairs and remove unnecessary furniture
- Use floor markers and visual cues/reminders to indicate
  - Where furniture (e.g., tables, chairs) and arts and craft stations for each cohort are to remain
  - Where staff and campers should sit or stand during the activity
- Provide alcohol based hand sanitizer so that staff and campers can clean hands before and after activity
- Clean and disinfect the space after use

- A few additional points to remember in order to reduce the risk of spreading and getting COVID-19 during arts and craft includes:
  - Limit the number of tables and chairs and remove unnecessary furniture
  - Use floor markers and visual cues/reminders to indicate
  - Where furniture (e.g., tables, chairs) and arts and craft stations for each cohort are to remain
  - And to indicate where staff and campers should sit or stand during the activity
  - Provide alcohol based hand sanitizer so that staff and campers can clean hands before and after activity
  - Clean and disinfect the space after use.
Here are some approaches that you can consider implementing to reduce the risk of transmission among campers and staff during physical activities like soccer:

- When moving from arts and crafts, use visual cues to support one way flow of traffic to soccer
- Use outdoor space for soccer and avoid engaging in moderate to vigorous physical activity indoors
- Rather than a soccer match, encourage activities that limit prolonged physical contact such as individual drills training
- Soccer balls should be used by one cohort at a time. Clean and disinfect after use by each cohort
- Provide hand sanitizer to campers to use before and after playing soccer.
Here are some items to keep in mind when supervising arts and craft:

- Remind campers to continue wearing a well-fitted mask if activity is indoors or if outdoors but a physical distance of at least 2 m (6 feet) cannot be maintained
- Assist and supervise campers in cleaning hands before and after the activity
- Remind campers to maintain physical distancing and to stay with their cohort
  - Each arts and craft station should include all the materials needed for the activity and are not shared between cohorts
- Clean and disinfect space and shared items after use.
The following are ways to reduce the risk of transmission and getting COVID-19 while playing sports like soccer:

- Support campers in moving from arts and craft to soccer to support one way flow of traffic
- Assist and supervise campers to conduct hand hygiene before playing soccer
- If a physical distance of 2 m (6 feet) is able to be maintained during soccer (e.g., individual soccer drills set up)
  - Assist and supervise campers to ensure masks are removed and stored appropriately
  - If you are able to maintain physical distancing, remove mask and store appropriately
  - Ensure masks are put back on following activity
- Clean and disinfect balls following activity
- Assist and supervise campers to conduct hand hygiene after playing soccer.
As a camp director/operator you should plan ahead for lunch time and other nutritional breaks:

- As much as possible, plan for nutrition and hydration breaks to be outside
- Schedule and stagger or alternate nutrition and hydration breaks throughout the day to reduce the number of individuals in a space and to ensure physical distancing is maintained while individuals are unmasked
- There are two options for lunch and nutrition breaks.
  - The first option is camp can provide food or drinks
  - The second option is campers and staff bring their own food or drink
- If camp is providing food or drinks for staff and/or campers, place all items in a grab-and-go format or individually packaged. If camp cannot provide individually packaged items, all food or drink is served by designated staff wearing gloves. Staff are to clean their hand before and after putting on gloves.
- If camp is not providing food or drink and it is the responsibility of campers and staff to bring their own food or drink, ensure items brought to camp are individually labeled, stored separately and not shared
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**Camp Operator/Director:**
**Set-Up of Lunch Room Space**

- Arrange space and furniture so that campers and staff are seated at least 2 m (6 feet) away from others (including members of their own cohort)
- Limit the number of tables and chairs and remove unnecessary furniture
- Use floor markers and visual cues/reminders to indicate
  - Where furniture (e.g., tables, chairs) should stay
  - Where staff and campers should sit or stand and
  - One way flow of traffic while they are coming and going from lunch area
- Provide alcohol based hand sanitizer so that staff and campers can practice hand hygiene before and after they remove their mask to eat/drink

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Set up the lunch room space and arrange space and furniture so that campers and staff are seated at least 2 m (6 feet) away from others including members of their own cohort.

Limit the number of tables and chairs and remove unnecessary furniture from the lunch room in order to help campers and staff maintain physical distancing.

- Use floor markers and visual cues/reminders to indicate
- Where furniture such as tables and chairs should stay
- Where staff and campers should sit or stand and
- One way flow of traffic while they are coming and going from the lunch area

Provide alcohol based hand sanitizer so that staff and campers can practice hand hygiene before and after they remove their mask to eat/drink.
Here are some items to keep in mind to keep lunch and nutritional breaks safe:

- Remind campers and staff to not remove their masks to eat/drink outside of their scheduled time. This can be done by posting signage or making announcements.

- Time with masks off should be limited during lunch but you may consider providing and scheduling mask breaks outside as long as everyone is physically distanced at least 2 m (6 feet) apart.

- Provide campers and staff with a safe way to store their mask while eating and or drinking.

- Ensure campers and staff do not drink directly from water fountains and are only used to refill their own water bottles or for filling disposable cups.

- Remind campers and staff to avoid sharing utensils, dishware or common food items (e.g., salt/pepper shaker, condiments).
Camp Operator/Director: Reducing Risk: After the Meal

- Clean and disinfect the space prior to use by the next cohort
- Assist and supervise campers to properly put their mask back on and practice hand hygiene

- After lunch is over ensure the space is cleaned and disinfected prior to use by the next cohort.
- You and other staff can assist and supervise campers to properly put their mask back on. If you need to physically help a camper put their mask back on, make sure your hands are cleaned before and after helping them.
Reducing Risk for Other Camp Staff: Before Lunch

- Support physical distancing when moving to and from lunch area
- Promote one way flow of traffic
- Supervise campers to ensure they maintain physical distancing with other cohorts and members of their own cohort when not wearing a mask
- Time with masks off should be limited:
  - Ensure you and your campers do not remove masks to eat/drink outside of your scheduled time
- Assist and supervise campers:
  - Practice hand hygiene before and after taking off mask
  - Safely store their mask(s) while eating/drinking
  - Practice safe removal and storage of eye protection

If you are assisting with camper lunch time or having your own lunch, it’s important to keep the following in mind in order to reduce the risk of spreading and getting COVID-19:

- Support physical distancing when moving to and from lunch area. This can be done by promoting one way flow of traffic and supervising campers to ensure they maintain physical distancing with other cohorts and members of their own cohort when not wearing a mask.

- Time with masks off should be limited and ensure you and your campers do not remove masks to eat and/or drink outside of your scheduled time. Although time with masks off should be limited, your camp may have other breaks outside when masks can be taken off as long as everyone is physically distanced at least 2 m (6 feet) apart.

- You can assist and supervise campers to clean their hands before and after taking off their mask and you can help ensure campers safely store their mask while eating and/or drinking.

- Always practice safe removal and storage of your own mask and eye protection. This includes cleaning your hands before and after removing your mask and eye protection.
Reducing Risk for Other Camp Staff: During Lunch

- Ensure water fountain is only used for refilling own water bottles or filling disposable cups
- Avoid sharing of utensils, dishware or common food items (e.g., salt/pepper shaker, condiments)
- Role model physical distancing for your campers and remind campers to maintain a physical distance of at least 2 m (6 feet) at all times

- During lunch ensure you and your campers do not drink directly from water fountains. Water fountains should only be used to refill water bottles or for filling disposable cups.
- Avoid sharing utensils, dishware or common food items like salt/pepper shaker or condiments.
- Throughout lunch, role model physical distancing for your campers by maintaining a distance of at least 2 m (6 feet) from other staff and from campers and remind campers to maintain a physical distance at all times.
- If at any point during lunch you need to assist a camper or will be within 2 m (6 feet) from someone who isn’t wearing a mask, make sure to clean your hands and safely put back on your mask and eye protection.
Reducing Risk for Other Camp Staff: After Lunch

- Clean and disinfect the space prior to use by the next cohort
- Assist and supervise campers to properly put their mask back on and clean their hands

- After lunch is over, follow the camp cleaning and disinfection procedure to clean and disinfect the space prior to use by the next cohort.

- You can assist and supervise campers to properly put their mask back on. If you need to physically help a camper put their mask back on, make sure your hands are cleaned before and after helping them.
It is 2pm and you notice one of your campers has red cheeks and is tired. You ask them if they are ok? They say they are not feeling well. You feel that they are experiencing signs and symptoms of COVID-19. What do you do?

1. Operator/Director
2. Other Camp Staff (e.g., Counsellor)

It is 2pm and you notice one of your campers has red cheeks and is tired. You ask them if they are ok? They say they are not feeling well. You feel that they are experiencing signs and symptoms of COVID-19. What do you do?
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**Camp Operator/Director:**

**Planning Ahead**

- Post signage (age-appropriate and language/culturally appropriate) on symptoms of COVID-19 and to speak to staff immediately if they feel ill
- Develop a plan for managing ill campers/staff
- Ensure staff understand the signs and symptoms for COVID-19. Refer to Ministry of Health: [COVID-19 Reference Document for Symptoms](https://www.publichealthontario.ca)

- It’s important to prevent spread of COVID-19 by quickly identifying and managing ill campers and staff.
- This can be achieved by posting age, language and culturally appropriate signage that includes symptoms of COVID-19 and direction to speak to staff immediately if they feel ill.
- In order to quickly identify and manage ill campers and staff, develop a camp plan for managing ill campers or staff and ensure staff receive training on the procedure.
- Ensure staff understand the signs and symptom for COVID-19. For more information on signs and symptoms of COVID-19 refer to the Ministry of Health’s COVID-19 Reference Document for Symptoms on the Ministry of Health’s Website.
Before the start of camp, designate a supervised area for isolation of sick camper/staff while plans are made to send them home safely.

This designated area should be set up with the following:

- Alcohol-based hand sanitizer with a concentration of 60%-90%.
- Tissues and no-touch garbage cans
- Weather, safety, and privacy permitted, Optimize ventilation by keeping doors and windows open to increase outdoor air
- Medical masks (e.g., surgical, procedural) in sizes appropriate for campers and staff
- Personal protective equipment (PPE) (i.e., medical mask, eye protection [e.g., goggles or face shield], gown and gloves) for the staff member(s).
- Each day, designate at least one trained staff member to supervise isolation area

Each day the camp is running, designate one staff member to supervise the isolation area and ensure they have received appropriate training such as training on how to select, put on, and take off appropriate personal protective equipment.
If a sick camper is identified:

- Have staff immediately separate sick camper from others and bring them to the designated supervised isolation area
- Ask the camper to wear a medical mask
- Once the ill camper is in the isolation area, the designated staff member and any anyone else in the area is to maintain physical distancing by staying at least 2 m (6 feet) from the ill camper or be separated by a physical barrier.
If the staff member needs to provide care to the sick camper:

- Ensure staff Hands are cleaned and
- The appropriate personal protective equipment (PPE) such as medical mask, eye protection, gown and gloves is selected for use.
- The type of PPE to be worn will depend on your interaction with the sick camper. For example, if physical distancing of at least 2 m (6 feet) cannot be maintained or use of a physical barrier is not possible, staff should wear a medical mask, eye protection (e.g., goggles, face shield), gown and gloves when assisting the sick camper. It is extremely important to provide education and training to staff on how to select the correct PPE based on the task or interaction and how to correctly put on and take off the PPE.
- Remind the ill camper to continue to practice hand hygiene and respiratory etiquette while waiting to be picked up
- Notify appropriate people as identified in the camps written plan for ill campers and staff including notifying parents/guardians for immediate pick-up.
- And as soon as possible, clean and disinfect the isolation area
- The same steps for isolating a sick camper would apply if a staff member starts experiencing symptoms while at camp
Reducing Risk for Other Camp Staff: Isolate Sick Camper

- Immediately separate sick camper from others
- Ask the camper to wear a medical mask
- As the staff member assisting the camper, ensure hands are cleaned and ensure you are wearing a medical mask and eye protection before assisting the camper
  - Maintain a physical distance of 2 m (6 feet) as much as possible
- Bring the camper to the designated supervised isolation area
- Once you have dropped off the camper, clean hands, remove eye protection, remove and dispose mask and put on a new mask

As camp staff, there are steps you can take to quickly manage an ill camper to prevent the spread of COVID-19, including

- Immediately separate the sick camper from others and
- Ask the camper to wear a medical mask
- As you are the staff member assisting the camper, ensure hands are cleaned and you are wearing a medical mask and eye protection before assisting the camper
- Maintain a physical distance of 2 m (6 feet) as much as possible
- Bring the camper to the designated isolation area to be supervised by dedicated staff
While in isolation area, designated staff:

- Remain separated from the ill camper by physical distancing of at least 2 m (6 feet) and/or use of a physical barrier
- If staff needs to provide care to the ill camper, clean hands and put on appropriate personal protective equipment (PPE) (ie., medical mask, eye protection [e.g., goggles, face shield], gown and gloves)
- Remind ill camper to continue to practice hand hygiene and respiratory etiquette while waiting to be picked up
- Notify appropriate people as identified in the camps written plan
- As soon as possible, clean and disinfect the isolation area

While in the isolation area, designated staff should remain separated from the ill camper by physical distancing and/or use of a physical barrier.

If you as the designated staff member need to provide care to the ill camper while they are waiting to be picked up, clean your hands and use the appropriate personal protective equipment (PPE) such as medical mask, eye protection, gown and gloves.

The type of PPE to be worn will depend on your interaction with the sick camper. For example If physical distancing of at least 2 m (6 feet) cannot be maintained or use of a physical barrier is not possible, you should wear a medical mask, eye protection (e.g., goggles, face shield), gown and gloves when assisting the sick camper. To keep you safe it is extremely important to follow the training provided on how to select the correct PPE based on the task or interaction with the sick camper and how to correctly put on and take off the PPE.

Remind ill camper to continue to practice hand hygiene and respiratory etiquette while waiting to be picked up.

Notify appropriate people as identified in the camps written plan for ill campers and staff including notifying parents/guardians for immediate pick-up.

As soon as possible, clean and disinfect the isolation area.

The same steps for isolating a sick camper would apply if a staff member starts experiencing symptoms while at camp.
Key Messages

- No single public health measure on its own is perfect at preventing the spread of COVID-19 but layers of measures will help provide the best protection.

These include:
- Physical distancing of at least 2 m (6 feet)
- Wearing a well-fitting mask
- Cleaning your hands
- Covering coughs and sneezes
- Being outdoors or in a well-ventilated indoor space

Finally, I will end this presentation highlighting that no single public health measure on its own is perfect at preventing the spread of COVID-19 at camp but layers of measures will help provide the best protection for you, other staff, and campers. These measures include:

- Physical distancing of at least 2 m (6 feet)
- Wearing a well-fitting mask
- Cleaning your hands
- Covering coughs and sneezes and
- Being outdoors or in a well-ventilated indoor space
For More Information...

Public Health Ontario Resources


Provincial COVID-19 Guidance


If you would like more information, please see the list of resources here.
For More Information About This Presentation, Contact:

communications@oahpp.ca

Public Health Ontario keeps Ontarians safe and healthy. Find out more at PublicHealthOntario.ca

If you have questions, please email communications@oahpp.ca. Thank you!