

Echo Pond COVID-19 Plan

The following is Echo Pond Summer Camp's COVID-19 plan. The intent of this document is to preserve the fun elements of an overnight summer camp while reducing the risk of COVID-19. It has been approved by Public Health under Alert Level 2. Please review this document with your family prior to registration to ensure that you understand and consent to all aspects of our plan.



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Screening

- **What symptom/exposure screening will take place prior to and during camp?**

- The Daily School Screening questionnaire will be available on our website and Facebook page. It will also be emailed to families one week before camp. We will inform families early on that they will need to answer “no” to all 4 questions in order to come to camp.
- Parents will complete the Daily School Screening questionnaire and deliver it at drop off.
- Campers and staff will be screened daily for the symptoms listed on the Daily School Screening questionnaire. This will include a temperature check with a temp of 100.4 F/38C triggering a call to their guardian for immediate pickup.
- Staff will be advised to monitor for symptoms 14 days before the first day of camp.

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Registration

- **How will applications and payments be received?**
 - Applications will be received online. Payments will be made online.
- **What is your return policy if a camper is unable to attend due to illness?**
 - Echo Pond will issue a full refund minus a small admin fee (\$25) if a camper is unable to attend due to illness. Families will also be given the option to take a credit that can be applied to next year's camp.

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Transportation

- **Will campers and/or staff use shared transportation at any time?**
 - Echo Pond is located 1.5 hours outside of St. John's. Traditionally, campers are transported to camp on a rented school bus. This year we will encourage families to drive their children straight to camp and carpool only with bubble members.
 - 2-3 staff members typically take the bus with campers, while the other half of our staff carpool to camp to be there ahead of the bus.
- **If so, what measures will be in place (e.g. capacity limit, mask requirements, cleaning/disinfection)?**
 - We will follow the bus company's COVID regulations on capacity. Campers and staff will be required to wear masks. The bus is disinfected after every group.
 - As per the NLESD K-12 Re-entry Plan under Bussing, students will sit max two to a seat.
 - Capacity will be reduced as families drive their campers directly to camp.
 - The staff members that carpool to camp will be required to wear masks inside of the car.

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Drop-Off

- **How will campers check-in upon arrival?**
 - Campers who take the bus will check-in outside the bus.
 - Campers dropped off at camp will check-in outside the cookhouse. Families will be instructed to physically distance at drop-off.
 - Families will pass in their Daily School Screening questionnaire and a temperature check will be conducted.
 - Families will be encouraged to bring only one adult to drop-off.

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Accommodations

- **How many campers will share accommodation facilities?**
 - The sleeping capacity for the bunkhouse is a max of 56 people.
 - Echo Pond houses campers in a large bunkhouse. The bunkhouse consists of two wings of rooms, 2 large washrooms, and a large classroom. Each wing has four bedrooms, two single staff rooms, and a washroom with three stalls, four showers, and two sinks.
 - A max of 36 campers will share the accommodation facilities. Each room contains a max of 6 campers. 4 staff will sleep in their own single rooms in the bunkhouse, while the remaining staff will sleep in separate rooms in the basement of the cookhouse.
- **Who will be permitted to share a bedroom?**
 - Echo Pond has many sibling and cousin group attend camp together. Whenever possible, we will group children in the same family bubble or "Tight 20" together in bedrooms.
 - However, if it is not possible to place a child in a room with someone exclusively from their "Tight 20", they will be placed in a room with someone from outside this group. For example, if a child comes to camp without a friend group they will be placed in a room with other children.

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Accommodations

- **How will physical distancing be maintained in bedrooms?**
 - No more than 6 campers will sleep in a bedroom.
 - The only people permitted in a bedroom will be the campers who are sleeping in that room or a staff member. If a staff member has to enter a bedroom, they will wear a mask.
 - Campers will keep their personal items either on their bed or under their bed so that they do not come in contact with each other's belongings.
 - Campers will sleep head-to-toe to ensure that their heads are 6 feet apart while they sleep. A physical barrier (vinyl curtain or piece of wood) will be placed between bunk beds to help enforce this separation.
 - Windows and doors will be kept open to ensure good airflow.
 - Bedrooms will be tidied and disinfected each day.

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Accommodations

- **How will washroom/shower facilities be managed?**
 - Signage explaining these guidelines will be posted outside of all washrooms. The COVID-19 handwashing poster will be posted in each washroom.
- **Inside the bunkhouse:**
 - Campers will be expected to only use the washroom in their wing of the bunkhouse.
 - Campers will be required to wear masks in shared areas, such as the washroom.
 - A max number of 3 people will be allowed in the washroom at one time.
 - Campers will be encouraged to use the outdoor showers or to shower during off-peak times to reduce the number of people in the bunkhouse washroom at one time.
- **Inside the cookhouse:**
 - Campers will be required to wear masks in shared areas, such as the washroom.
 - The cookhouse has one single washroom and one washroom with two stalls.
 - One person will be allowed in the washroom at a time.
 - Staff will be encouraged to use the staff washroom in the basement of the cookhouse.

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Accommodations

- **Will campers be expected to maintain physical distancing in common indoor spaces?**
 - The common indoor spaces are the cookhouse (dining hall), classroom, and outdoor classroom. Campers will be encouraged to maintain physical distancing outside of their room bubble when indoors.
 - The physical layout of the rooms will be adjusted to make it easier to physically distance. For example, tables and chairs will be arranged so that campers can physically distance themselves inside.
 - Campers will not be expected to physically distance themselves while in their bedrooms with their room bubbles.
- **What mask requirements will be in place for common indoor spaces?**
 - Masks will be required for common indoor spaces.
 - Masks can be removed indoors when campers are:
 - Seated at their table during meals
 - Brushing their teeth or showering
 - In their bedroom with their room bubbles
 - Sleeping

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Accommodations

- **How will foot traffic flow through indoor spaces?**

- There are four entrances to the bunkhouse.
- Campers will enter through the front door (the main entrance) and walk to their side of the building. From the bedroom wings, they can exit out the side doors. These are typically fire doors and are locked from the outside so no one will be able to enter them.
- Making the fire exits available will reduce traffic in the main porch where kids usually congregate.
- Campers can enter through the backdoor if they are getting equipment from the classroom or going into the classroom for activities. Other than that, the back door will be exit only.
- The middle hallway (which is narrow) will allow for campers to go one way at a time. Since we do not spend very much time indoors, we do not anticipate there being a lot of traffic in the middle hallway.
- All campers will wear masks inside, which will mitigate any times when physical distancing cannot occur.

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Cleaning and Disinfection

- **What are your plans for routine cleaning/disinfection?**
 - Routine cleaning and disinfection will take place before and after meals (tables, chairs, etc.)
 - Shared items used by a crew will be cleaned either immediately after use or before the next crew uses them.
- **What products will be used?**
 - All cleaning and disinfection will be done in accordance with the GovNL Cleaning and Disinfectants for Public Settings document.
 - Cleaning will be done with 1:100 dilution Chlorine: household bleach - sodium hypochlorite (5.25%)* 10 ml bleach to 990 ml water for disinfecting items such as lifejackets, clipboards, sports equipment, etc. All items are allowed to air dry naturally.
- **What is the cleaning/disinfection schedule for frequently touched surfaces and other areas?**
 - We will set up cleaning stations in the classroom/dining room/boat shed so that counselors can quickly clean and disinfect frequently touched surfaces (tables, chairs, door handles) and shared items (life jackets, pool noodles, clipboards, etc.) after a crew has used them.
 - As per the Covid-19 Child Care Operation Guidelines , frequently touched surfaces (washrooms, doorknobs light switches, etc.) will be cleaned twice a day by custodial staff.

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Meals

Echo Pond has a spacious cookhouse. The dining part of the cookhouse can fit 70 people on a normal day with tables and chairs that can be moved around. There are three entrances to the cookhouse - two on the top floor and one in the basement. Windows are typically open to promote airflow.

- **How will dining room capacity be adjusted?**
 - The dining room capacity is 70. It will be reduced by over 50%.
 - Campers will eat in two shifts. There will be no more than 20 campers and 3 staff in the dining room for each meal.
- **How will dining room seating be arranged?**
 - Campers will eat meals with their room bubbles. The tables will be spaced so that there are 6 feet between tables.
- **How will foot traffic flow through the dining area?**
 - Campers will wash their hands at the outdoor washing station and enter the dining hall from the bottom door.
 - Masked campers will go up to the counter for food as a room group. Once they are seated, the next room group will go up for food. This will reduce foot traffic during meals.
 - Campers will exit through the top door while the second group of campers comes through the bottom door.
 - Arrows will be placed on the floor to help direct foot traffic.

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Meals

- **How will meals be collected/distributed?**
 - Meals will be served by the kitchen staff at the kitchen counter. All kitchen staff will wear masks and gloves while serving food.
 - Only authorized staff members will enter the kitchen.
- **How will dirty dishes be collected/returned?**
 - A large plastic tub will be available for each table. Campers will place their dirty dishes in the tub. A designated staff member wearing a mask and gloves will collect the tubs and take them to the kitchen, where they will be washed by the kitchen staff. That's right - kids are off the hook for washing dishes this year!
- **What cleaning/sanitizing measures will be followed in food service areas?**
 - All surfaces will be disinfected and wiped down after meals and between groups.
 - Campers will wash their hands with soap or use hand sanitizer before and after meals.

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Group Activities

Echo Pond activities fall into four categories:

1. Free time activities: Casual sports, forest free play, reading, playing in the garden, etc.
2. Choice activities (skill sessions): Archery, whittling, arts and crafts, nature walks, gardening, circle games, slackline, etc.
3. Crew activities (small group): canoeing, hiking, magic spots, nature activities.
4. Full camp activities: Swimming, campfires, group games.

The majority of our activities take place outside, where transmission is low. We go outside in all kinds of weather. Very few of our planned activities take place inside (arts and crafts). In bad weather, we have multiple spaces that could be occupied by different crews with masks and physical distancing.

In order to maintain the flow of activities while keeping campers closest to their room bubbles, we will combine three room bubbles to make a “crew”. There will be two crews of 18 campers and three staff. This number is in line with the guidance for summer day camps where two groups of 10 are combined for activities for a total of 22 people (including staff).

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Group Activities

- **What will be the participant limit for group activities and/or classes?**

1. Only one crew will participate in free time at a time, For example, while one crew is having lunch in the dining room, the other crew is having free time.
2. Choice activities will be limited by crew. For example, Crew A will have a choice between making walking sticks or archery, while Crew B is doing slackline or berry picking.
3. Crew activities will be done with crews, with the option to split into room bubbles.
4. Full camp activities will also be split by crews.

- **How will physical distancing be managed during group activities and classes?**

- For indoor activities, campers will sit with their room bubbles at tables that are six feet apart.
- For outdoor activities, we will encourage campers to physically distance and offer activities that allow them to naturally physically distance. As per the guidance for summer day camps , the max group size for outdoor activities is 44. No camp will exceed that number of campers and staff.

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Group Activities

- **What sports or physical activity is being planned?**
 - Physical activities include hiking, canoeing, swimming, group games, slackline, etc. During free time, campers often participate in casual sports such as frisbee and soccer.
- **How will sports and physical activity be managed with respect to physical distancing, mask use or other protective measures?**
 - Masks will not be required for outdoor play.
 - Campers will participate in physical activities in their crews or their room bubbles.
 - Campers will be required to wash their hands before and after physical activity.
 - Games that involve physical contact (like tag) will be modified to reduce physical contact (using pool noodles or scarves to tag), as per the guidance for summer day camps.
 - Shared items such as lifejackets, bows and arrows, balls, etc., will be sprayed with disinfectant before the next group uses them.

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Group Activities

- **What other recreational activities are being planned (e.g. singing, crafts, acting, etc.)?**
 - Campfires
 - Swimming
 - Arts and crafts
- **How will these other recreational activities be managed with respect to physical distancing, mask use or other protective measures?**
 - Our campfire circle can hold 40 people. We will reduce this capacity by 50%. Singing will only take place unmasked outdoors.
 - Swimming will take place in crews. The guide for outdoor swimming pools indicates a max of 100 people on the deck. Our outdoor shoreline of 18 children and a max of three staff members exceeds this guideline.
 - Arts and crafts that take place inside will be done in room bubbles at physically distanced tables.
 - All tenting activities will be canceled for this summer.
 - All shared costume items will be removed for this summer.
 - Items that cannot be easily cleaned (pencils, markers, etc.) will not be shared between crews. Each crew will have their own set to use for the week.

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Emergency Procedures

- **What special measures will be taken to prepare for emergency situations during the pandemic?**
 - An emergency situation that would require the whole camp to be in one place would either be a building fire or a forest fire.
 - Our emergency response plan for a building fire is to move the whole camp either to an outdoor muster station or one of our outbuildings. We have two outbuildings and we would move a crew into each of them. Campers will stay in that location until the fire is dealt with, or until it spreads to the forest or another building and our emergency plan changes to an evacuation plan.
 - Our emergency response plan for a forest fire is to either keep the campers in one building or start walking them out the road while we wait for a bus to pick us up, depending on the location of the fire.
 - If we need to put them into a building, we will split them by crews.
 - If we need to walk out the road, we will be able to physically distance while we walk.
 - -Once the bus arrives, campers will mask up and sit two to a seat.

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Emergency Procedures

- **How will sick children be managed and cared for?**

- As per Appendix B: What to Do if a Student or Staff Member Develops Symptoms from the Safe Return to School Reopening Plan
- Immediately separate the symptomatic camper from others in a supervised area.
- Contact the camper's parent or caregiver to pick them up as soon as possible.
- Where possible, maintain a 2-meter distance from the ill child. Staff should wear a non-medical mask.
- Provide the camper with a non-medical mask to cover their coughs or sneezes. Throw away any used tissues as soon as possible and perform hand hygiene.
- Avoid touching the camper's body fluids (e.g., mucous, saliva). If you do, practice diligent hand hygiene.
- Once the camper is picked up, practice diligent hand hygiene.
- Staff responsible for facility cleaning must clean and disinfect the space where the camper was separated and any areas recently used by them (e.g., classroom, washroom, common areas).
- Parents or caregivers must pick up their child as soon as possible if they are notified their child is ill.
- The camper will be isolated in a bedroom in the basement of the cookhouse away from other campers. They will have access to the single washroom in the basement of the cookhouse.
- Up to 6 sick campers or staff can be isolated at once.

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Emergency Procedures

- **How will sick staff be managed and cared for?**
 - As per Appendix B: What to Do if a Student or Staff Member Develops Symptoms from the Safe Return to School Reopening Plan
 - The staff member should go home as soon as possible.
 - If unable to leave immediately: Symptomatic staff should separate themselves into an area away from others.
 - Maintain a distance of two meters from others.
 - Use a non-medical mask to cover their nose and mouth while they wait to be picked up.
 - Staff responsible for facility cleaning must clean and disinfect the space where the staff member was separated and any areas used by them (e.g., classroom, washroom, common areas).

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Emergency Procedures

- **What are your plans for managing an outbreak situation?**
 - Any camper who develops COVID-19 symptoms while at camp will be isolated from the rest of the camp and sent home immediately.
 - The child's bedroom will be immediately cleaned and disinfected.
 - Staff will perform temperature checks twice per day (breakfast and dinner)
 - If a camper that is sent home receives a positive COVID-19 test, the camp will follow the direction of public health.

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Staff and Volunteers

- **What special measures will be in place for camp staff and/or volunteers, with respect to symptom/exposure screening, mask use, physical distancing, etc.?**
 - Staff will be instructed to monitor for symptoms 14 days before camp.
 - Staff will be encouraged to reduce their contact with people outside their "Tight 20" between camps.
 - Staff will be required to wear a mask around campers unless they are outdoors. They will not have to wear a mask when they are not around campers and can physically distance themselves from other staff members.
 - All staff and volunteers will be required to complete the COVID-19 Work Safe Course before staff training.
 - All staff and volunteers will be encouraged to download the COVID-19 Alert App on their phones.
 - All staff and volunteers will be required to read and sign off on our COVID-19 plan before beginning work.