

Cobourg Dragon Boat and Canoe Club Covid-19 Daily Camp Operations

1. Screening for symptoms and relevant exposures

- 1.1 each camper, staff, and essential visitor will be screened or self screened for symptoms and relevant exposures to Covid 19 prior to entering Facilities and/or participating in daily camp activities using relevant screening tool
- 1.2 any camper, staff, or essential visitor who screens positive for symptoms and/or relevant exposures to Covid 19 is denied entry to camp facilities (or, if needed after arrival at camp, is immediately directed to the isolation area while plans made to safely leave)
- 1.3 if on-site screening is being conducted, it occurs outside the camp's main entrance
- 1.4 staff conducting the screening are separated from those being screened by physical distancing
- 1.5 if separation by physical distancing is not possible at all times, staff conducting the screening must wear a mask and eye protection
- 1.6 campers, staff, and essential visitors safely physical distance from one another while waiting to be screened

2. Management of symptomatic campers or staff

- 2.1 at the isolation location/area, the symptomatic individual is given a mask and supervised by a designated staff member until arrangements are made to send them home safely
- 2.2 any sibling or other household members of the symptomatic individual who were present at the camp are also sent home
- 2.3 the designated staff member is separated from the symptomatic individual by physical distancing
- 2.4 if the staff need to provide care to the symptomatic individual, the staff member wears a mask, eye protection, and gloves
- 2.5 if the symptomatic individual must be inside due to inclement weather, doors and windows are to be kept open if possible
- 2.6 after each use by symptomatic individual, the isolation location/area is cleaned and disinfected

3. Camp entrances/exits

- 3.1 separate drop-off/pickup locations are designated for each cohort
- 3.2 only one cohort is permitted to enter/leave camp at a time
- 3.3 campers will enter the compound via West gate and leave via East gate
- 3.4 signage will be posted at advising of required public health measures (symptom screening, hand hygiene, mask use, physical distancing) while on Premises
- 3.5 supply of mass are available for campers and staff who need to use one
- 3.6 daily attendance records of each camper, staff, and essential visitors that enters a camp facilities is recorded on a daily basis
- 3.7 each cohort has a dedicated space to store their personal belongings
- 3.8 personal belongings must not be shared

4. Indoor spaces

- 4.1 campers will only use indoor spaces in the event of inclement weather
- 4.2 alcohol-based hand rub is accessible in all indoor spaces
- 4.3 campers will wear a mask at all times when indoors, unless exempt
- 4.4 staff and essential visitors will wear a mask at all times when indoors
- 4.5 if more than one cohort must share in indoor space, each cohort is able to remain physically distance, minimum 2 m apart, from one another at all times
- 4.6 windows and doors will be kept open, weather permitting, to increase ventilation
- 4.7 air from portable fans will be directed upwards
- 4.8 frequently touched surfaces are cleaned at least twice daily
- 4.9 washroom and change room use will be scheduled whenever possible
- 4.10 hand sanitizer will be available in the porta potty
- 4.11 No-Touch garbage cans will be available outside porta potty
- 4.12 porta parties and change tents will be cleaned (touched surfaces) between cohort use

5. Programs and activities

- 5.1 each cohort will be separated by at least 2 m at all times
- 5.2 the use of outdoor spaces for activities is maximized (weather permitting)
- 5.3 if outdoor activities do not allow physical distancing between cohorts campers and staff wear a mask at all times, unless exempt
- 5.4 each cohort will be assigned activity equipment for the week and this cannot be shared between cohorts
- 5.5 equipment such as paddles and lifejackets will be cleaned after each cohort
- 5.6 campers perform hand hygiene before and after using shared items/equipment

6. Nutrition and hydration breaks

- 6.1 nutrition and hydration breaks for each cohort are scheduled throughout the day
- 6.2 nutrition and hydration breaks are taken outside
- 6.3 staff and campers perform hand hygiene before and after removing their masks to eat and drink
- 6.4 during nutrition breaks campers and staff after remain 2 m away from others
- 6.5 during nutrition breaks conversation is minimized as feasible and cohort remain distance from one another
- 6.6 water coolers will be available and are used only to refill individual drink bottles

7. Camp planning

- 7.1 campers and staff for each session have been organized into cohorts, maximum eight campers
- 7.2 staff assignments have been scheduled to minimize staff interaction with multiple cohorts
- 7.3 all programming will be outside unless severe inclement weather
- 7.4 in the event of a prolonged thunderstorm parents are requested to pick up their camper
- 7.5 in the event of inclement weather cohorts will be assigned indoor spaces in our buildings and required to wear masks at all times, with each cohort separated by a minimum of 2 m
- 7.6 a designated area within the camp will be identified to function as a dedicated site for isolating symptomatic campers or staff while plans are made to send them home safely
- 7.7 one staff member will be designated to supervise and assist symptomatic campers or staff in the isolation area, as needed
- 7.8 designated staff member will not have an assigned cohort that week
- 7.9 the designated area will be outside unless severe inclement weather and symptomatic camper and staff will be separated by a minimum of 2 m and wear masks
- 7.10 PPE will be provided to staff member if they need to be closer than 2 m for any reason to symptomatic camper

8. Policies and procedures

- 8.1 self screening tools/checklist will be emailed to camp parents before their week that their starts
- 8.2 all parents must self screen their children each day before they arrive at camp
- 8.3 all staff must self screen themselves each day before they arrive at camp
- 8.4 parents are expected to send a clean mask in a labelled baggy each day for their child
- 8.5 parents will initial attendance records each morning to indicate that self screening was completed and the camper is not symptomatic
- 8.6 any campers/staff that are symptomatic will not be allowed to participate in camp
- 8.7 records of screening will be kept in the filing cabinet in the coaches shed
- 8.8 alcohol-based hand sanitizer will be available at entrances and exits
- 8.9 all adults are required to wear a nonmedical mask while inside buildings at the camp
- 8.10 eye protection will be available for staff in the event they cannot keep the 2 m distance from campers
- 8.11 all campers in grade one and above are required to wear masks while indoors
- 8.12 use of masks is not required for outdoor Activities physical distancing of 2 m can be maintained between camp participants and cohorts are maintained
- 8.14 when a staff member has been re-cleared for return to work by the local public health unit they should inform the camp director before returning to work

9. Probable or confirmed cases of Covid 19

- 9.1 any suspected or confirmed cases of Covid 19 within the day camp must be reported by the Executive Director or designate to the local public health unit to support case management and contact tracing
- 9.2 day camp should not report all instances of illness however if Executive Director or designate are the opinion that this may be reportable disease there advised to contact the local public health unit for advice on next steps
- 9.3 staff with symptoms compatible with Covid 19 should get tested as per the Covid 19 screening tool
- 9.4 staff report to the camp director immediately if they feel ill while at camp
- 9.5 personal protective equipment kit will be available in the camp isolation area
- 9.6 staff will be trained on how to put on and take off PPE properly as well as how to dispose of this equipment and be briefed on procedures to be followed if a camp participant, staff or visitor has symptoms
- 9.7 cleaning and disinfecting of the isolated area and other areas of the camp where the symptomatic individual was present will be conducted as soon as possible
- 9.8 list of camp participants, staff in the day camp who were in contact with or in the same cohort as a symptomatic individual should be prepared by staff to give to the local public health unit (when requested)
- 9.9 with direction from the local public health unit, communicate and inform necessary stakeholders within the day camp in community
- 9.10 regular day camp functions can continue unless directed otherwise by the local public health unit
- 9.10 the local public health unit will provide additional direction on testing and isolation of close contacts of a case
- 9.11 the local public health unit will determine next steps of camp participants or camp staff who been exposed to confirm the case of Covid 19

10. Education and training

- 10.1 campers and staff will review proper hand hygiene, respiratory etiquette, and when masks are to be worn
- 10.2 a staff meeting before the start of camp will be held to review the Covid policies
- 10.3 training will include how to put on and take off appropriate personal protective equipment and how to clean and disinfect frequently touched surfaces

11. Documentation and communications

- 11.1 all policies and procedures related to Covid 19 preparedness and prevention documents will be housed in the coaches shed
- 11.2 an up-to-date list including relevant contact information of staff and campers in each cohort will be maintained each week and stored in the coaches shed
- 11.3 campers and their parents guardians have been sent information prior to the start of camp and directed to the camp website where the Covid 19 preparedness and prevention protocols are located