



Circle Camps

COVID-19 Pandemic Response Policy and Field Guide

Revision Date: April 29, 2021

Sources of Information & Knowledge

Circle Camps recommends the following health guidelines, policies and procedures to the COVID-19 pandemic. Our preparations and guidelines for operating are based on information available from, but not limited to, Centers for Disease Control (CDC), the West Virginia Department of Health, the Maine Department of Public Health, local physicians, and registered nurses. Additionally, Circle Camps is in communication with the American Camp Association, as well as national and regional camps. As we all know, this pandemic requires us to be flexible and responsive to change. The COVID-19 Pandemic Response Policy and Field Guide will continue to be updated and enhanced as more information becomes available.

Current Understanding

Based on the most current information available, Circle Camps is making plans based on the following:

- COVID-19 is an illness caused by a virus that can spread from person to person
- COVID-19 is often spread from person to person through close contact. Face coverings and maintaining social distancing can greatly mitigate its spread.
- At least three different vaccines are now widely available for individuals 18+ years old. (Pfizer, Moderna and Johnson & Johnson) And one, by [Pfizer](#), is available for 16+. A COVID-19 vaccine will help keep you from getting the COVID-19 virus. The effectiveness of the vaccine in terms of preventing the spread of the virus is still being studied.



Definition of terms in this document

- [FEVER](#) - 100.0 degrees Fahrenheit
- [CLOSE CONTACT](#) - someone you have been within less than 6 feet of for greater than 15 minutes, someone you live with, or someone who is sick that you have cared for.
- [PHYSICAL DISTANCING](#) - being at least 6 feet from another person.
- [SYMPTOMS OF COVID 19](#) - fever, chills, cough, sore throat, shortness of breath, headache, fatigue, muscle or body aches, new loss of taste/smell, congestion, nausea, vomiting, and diarrhea.
- [QUARANTINE](#) - Quarantine is used to keep someone who might have been exposed to COVID-19 away from others.
- [ISOLATION](#) - Isolation is used to separate people who test positive for the virus from those not infected. People will be isolated who are sick with COVID-19, those with no symptoms who test positive, and those who are symptomatic but have not yet been tested for COVID-19.
- [SARS-CoV-2](#) - The virus that causes COVID-19
- [COVID-19](#) - The disease caused by SARS-CoV-2
- [COVID-19 VACCINE](#) – Pfizer, Moderna, and Johnson & Johnson
- [FULLY VACCINATED](#) - If received the Pfizer/Moderna vaccine, 2 weeks after the second dose in a 2-dose series; If received Johnson & Johnson vaccine, 2 weeks after a single dose vaccine.
- [ON-SITE COVID-19 TEST](#) - Rapid antigen tests are commonly used in the diagnosis of respiratory illnesses. In this case, the rapid antigen detection test looks for proteins produced by the SARS-CoV-2 virus, which is the virus that causes the disease called COVID-19.
- [MANDATED FACE COVERING](#) - Approved face coverings include two-layer washable cloth masks, surgical style disposable masks and KN95 or N95 masks.



Face coverings with valves, bandanas, or fleece gaiter coverings are not permitted.

Vaccines ("Should I be vaccinated?")

All campers, volunteers and staff who are eligible to receive a COVID-19 vaccine are strongly encouraged to do so before camp. **IF YOU ARE A VOLUNTEER OR STAFF MEMBER WHO PLANS ON ATTENDING BOTH CIRCLE AT EKC AND CIRCLE AT TAPAWINGO, YOU ARE REQUIRED TO BE FULLY VACCINATED AND PROVIDE PROOF OF VACCINATION BY AUGUST 1, 2021.**

Proof of vaccination is a photo of your vaccination card emailed to lshelton@circlecamps.org.

Pods

Pods form groups of campers and volunteers that stay together throughout the camp day. Pods will minimize exposure for everyone across the camp environment.

Ideally, campers and volunteers within a Pod would only have physical proximity with others in the same Pod. This practice may help prevent the spread of SARS-CoV-2, the virus that causes COVID-19 by limiting cross-over of campers and volunteers to the extent possible. Thus:

- decreasing opportunities for exposure to or transmission of SARS-CoV-2,
- facilitating more efficient contact tracing in the event of a positive case, and
- allowing for targeted testing, quarantine, and isolation of a single Pod instead of camp-wide measures in the event of a positive case or cluster of cases.

Pod Names, Colors, and Assignments

- Each camper and volunteer will be assigned to a Pod. Your "Pod Family" will be communicated to you in June.
- Travel logistics will likely be affected by the Pod model. These changes will be communicated to you by June. Although pick up and drop off locations might



change, they will not vary significantly in distance from the original locations. We will follow transportation guidelines to minimize contact and to consider fully vaccinated campers, volunteers, and staff.

Sanitizing Practices

Circle Camps will clean high-touch surfaces at least once a day or as often as determined is necessary. Examples of high-touch surfaces include pens, counters, activity equipment, tables, doorknobs, light switches, handles, stair rails, elevator buttons, desks, keyboards, phones, toilets, faucets, and sinks. Each bunk, activity area, and dining area will be equipped with appropriate cleaning supplies and a cleaning schedule.

Mandated Face Coverings

In addition to physical distancing and handwashing, face coverings can help slow the spread of COVID-19 and significantly reduce the risk of infection to the wearer and to others. Masks will be required for all campers, volunteers, and staff while indoors. Each camper and volunteer will receive Circle Camps cloth face masks that will match the color of their assigned Pod. There will also be disposable masks available for community use at camp.

We understand that the use of face masks can be difficult for some campers, especially our younger campers, and we recommend families begin practicing extended mask wearing with their child(ren) to make sure they are comfortable. Supervised "breaks" will be provided throughout the day that will allow for rests from wearing face coverings when appropriately socially distanced and in fresh air scenarios.

Masks are strongly recommended for all athletic and strenuous activities. Masks must be worn when entering and exiting any building and when a camper is not in active play. Masks should only be taken off when actively participating in a high-intensity sport where breathing may be



impaired or when participating in an outdoor activity where athletes can properly socially distance themselves; mealtime is another noted exception.

It is strongly suggested that campers bring two masks for each day of camp, (in addition to the Circle masks provided), in case one gets soiled or misplaced.

Social Distancing

Based on the CDC's recommendation that limiting face-to-face contact is the best way to limit the spread of COVID-19, Circle Camps will implement social distancing practices whenever possible. Below are illustrative examples of some of the social distancing practices the camp will employ whenever feasible:

- Maintaining distance between Pods including during actives, when entering and exiting buildings, and walking through the camp.
- Maintaining small, consistent groups of campers and volunteers (Pods).
- Eliminating large groups and repurposing or not using or common spaces where congregating can occur.
- Decreasing bunk sizes to 50% capacity.
- Eating meals outside or in several designated areas to maintain Pods and social distancing.
- Campers in bunks will sleep head-to-toe.
- There will be one person per tent on the LIT 4 and LIT 5 backpacking trips.

Hand Hygiene

In addition to precautionary and responsive policies and procedures, Circle Camps will also educate its campers, volunteers, and staff about, promote broadly, and require best practices in personal hygiene such as:



- Traditional hand washing (with soap and warm water, lathering for a minimum of 20 seconds) or the use of alcohol-based hand sanitizers (60% alcohol or greater) when soap and water are not available.
- Educate and model appropriate behaviors and allow for hygiene opportunities before meals, after activities, and other scheduled times throughout the day.

Screening Policy

- All campers, volunteers and staff will need to get tested and complete a COVID-19 Symptom Questionnaire 72 hours before coming to camp. **IF THE CAMPER, VOLUNTEER OR STAFF MEMBER HAS BEEN FULLY VACCINATED, THIS DOES NOT APPLY. PROOF OF VACCINATION IS REQUIRED BY AUGUST 1, 2021.**
- Campers, volunteers and staff must have a working, reliable thermometer at home as they will be asked to self-report their temperature in the Symptom Questionnaire.
- Screening before getting on the bus or van:
 - Symptom Questionnaire
 - Temperature test

Sick Policy

If a camper, volunteer, or staff exhibits symptom of COVID-19 while in camp, the individual will immediately leave their location and be escorted to the designated isolation room located within the clinic. The individual will be tested for COVID-19, and if the test is positive, the individual will remain isolated until a parent or guardian arrives at camp to pick them up the individual.

Parents and Guardians: If your situation does not allow you to guarantee your availability to pick up your child within 48 hours of being alerted of your child's condition, please contact us directly at lshelton@circlecamps.org or 770-687-3066 to establish a plan **prior to August 1st**.



Exposure Policy

If a camper, volunteer, or staff should receive a positive test result, potentially affected campers and volunteers, generally their Pod, will quarantine until pickup/travel arrangements can be made. During that time, we will continually assess the situation by following established contact tracing protocols. We will be in constant contact with affected families and volunteers regarding their symptoms and consulting with public health professionals to determine who else from the Pod needs to be tested.

Contact Tracing Policy

When a camper, volunteer, or staff tests positive, the camp nurse and the Executive Director will serve as contact tracers, using established contact tracing protocols, including:

- Reporting to and seeking advice from the Department of Health at the state and/or county level.
- Identifying members of the camp community the person has had close contact with, including members of the assigned Pod and their families, if the person is a camper, volunteer, or staff.
- Notifying their Pod and close contacts of their potential exposure.
- Notifying all members of the community (parents, volunteers, staff) using CampMinder.
- Maintaining confidentiality regarding the COVID- 19 positive individual.
- Arranging for testing for close contacts.
- Preventing stigma by maintaining individual privacy in the contact tracing process.

Testing Policy

Circle Camps will require all campers, volunteers, and staff to test for COVID-19. Campers, volunteers, and staff must have proof of a negative test taken within 72 hours before arriving at the bus/van stop or camp. If you have been FULLY VACCINATED, please provide proof of same



by August 1, 2021. Circle Camps will cover the cost of all on-site testing of campers, volunteers, and staff.

Clinic Policy

- Only one individual at a time in the clinic waiting area.
- Individuals in the clinic will be kept at a minimum of six feet from each other at all times.
- Nurse interactions with campers will be as brief and distanced as possible.
- Younger campers should be escorted to the clinic by a volunteer.
- Resting in the clinic will be limited. Campers not feeling well enough to participate in activities will rest in a designated bunk under volunteer supervision.
- Bunks and activity areas will be supplied with first aid kits for minor injuries. Volunteers and bunk counselors are encouraged to handle minor cuts and bruises.
- Nurses will distribute daily medications to campers and conduct daily temperature checks with the help of Non-Bunk Counselors at the clinic. A separate, daily schedule will be distributed.



Resources

CDC

<https://www.cdc.gov/>

State of Maine

<https://www.maine.gov/decd/sites/maine.gov.decd/files/inline-files/COVID%20Checklist%20for%20ME%20Phase%202%20Overnight%20Summer%20Camps.pdf>

State of West Virginia

<https://governor.wv.gov/Documents/Covid%20Additional%20Guidances/2020.06.10%20Guidance%20for%20Summer%20Camps.pdf>

American Camping Association

<https://www.acacamps.org/resource-library/coronavirus/camp-business/field-guide-camps>

[The most recent update from the CDC regarding the operation of youth and summer camps can be found here.](#)