



Hume New England Christian Camp

Safety Protocols for the Prevention of COVID-19

2021 Summer Camp

(June 6 - July 25, 2021)

Updated May 21, 2021

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GENERAL INFORMATION

These safety protocols to prevent the spread of COVID-19 are to be used during the Programmed Summer Camp season at Hume New England (HNE). The summer camp season begins with the arrival of selected staff for training on June 6, 2021 and concludes with the last day of summer camp on July 24, 2021.

While following these guidelines, HNE will be in compliance with Massachusetts Recreational Camps and Programs Health and Safety Standards for Reopening. If the state standards are updated, this document will be updated to reflect the current guidelines and updates will be communicated to campers, parents, youth pastors, counselors, and staff as appropriate. HNE will also continue to comply with the regulations outlined in MA 105 CMR 430. HNE's Communicable Disease Plan will also be implemented.

Key pillars of these protocols are to:

- 1) Create a strong "bubble" around the camp session for staff, campers, church leaders and visitors via a combination of pre-arrival and arrival testing, vaccinations, and daily screening
- 2) Utilize a cohort model in lodging, dining and chapel to minimize potential exposure to any individual who becomes symptomatic
- 3) Wear masks indoors as described

During all operating hours, the Operations Supervisor will be the designated staff member in charge of overseeing implementation of all safety protocols related to COVID-19. All employees will be provided contact information to be able to reach this staff member at any time during the camp session.

PRE-CAMP COMMUNICATION

Prior to their week of camp, church leaders and parents will be provided with information on what Hume is doing to prevent the spread of COVID-19. Items in this communication will include:

- Mask/face covering requirements and a recommendation on how many face coverings to pack. Face coverings must be properly fitted, cover the nose and mouth, and fitted over the nose and chin. Face shields do not take the place of cloth face coverings.
- Recommendation for a 10 day pre-camp quarantine and symptom-check information.
- Arrival/registration process including arrival screening and testing.
- Information on our processes in case someone becomes ill.

The following information will also be given:

- All potential campers will be advised that they should not attend camp if any of the following are true:
- The individual is experiencing any symptoms such as fever (100.4 degs F or higher) or chills, cough, shortness of breath, sore throat, fatigue, headache, muscle/body aches, runny nose/congestion, new loss of taste or smell, or nausea, vomiting, or diarrhea
- The individual (if unvaccinated) had "close contact" with an individual diagnosed with COVID-19. "Close contact" means living in the same household as a person who has tested positive for COVID-19, caring for a person who has tested positive for

COVID-19, being within 6 feet of a person who has tested positive for COVID-19 for 15 minutes or more, or coming in direct contact with secretions (sharing utensils, being coughed on) from a person who has tested positive for COVID-19, while that person is symptomatic. Individuals who are fully vaccinated for COVID-19 are not required to quarantine following close contact.

- The individual has been asked to self-isolate or quarantine by their doctor or a local public health official.
- Persons who are particularly vulnerable to COVID-19 according to the Centers for Disease Control are encouraged to stay home.

Twenty-four to forty-eight hours prior to the start of the camp session, the following will be emailed to all parents, counselors, and youth pastors:

- A reminder regarding situations that would require staying home.
- Reminders on face coverings, social distancing, and handwashing.
- A link to Hume's pre-arrival COVID-19 screening form that must be filled out for all campers and counselors within 24 hours prior to their arrival at Hume, as outlined in the 2021 Health Care Plan.
- The process families should follow should a camper become symptomatic less than two weeks after leaving camp.

STAFFING AND OPERATIONS

During the camp session, nonessential visitors will be limited and must be pre-approved by the Camp Director. All visitors, volunteers, and contracted staff on site will follow the same protocols as staff in terms of pre-arrival and arrival testing, screening and monitoring for symptoms.

Delivery drivers, contractors, and other service providers will be limited to only those necessary for the safe running of camp, and will wear masks, maintain distance from all campers and staff, and their contact info will be gathered and their visits logged in case contact tracing is necessary in the future.

At least two Health Care Supervisors will be present at all times. The Camp Nurses will be the primary Health Care Supervisor, assisted by a Nurse Intern. Additional staff trained in first aid who meet all requirements of a Health Care Supervisor and are trained in HNE's Health Care Plan may assist the Nurse or Nurse Interns as needed, as outlined in the Health Care Plan.

Prior to camp, the Camp Nurse will review medical information submitted by parents and reach out to parents of high-risk children as outlined in the Health Care Policy.

As is usual in the registration process, parents will provide their contact information (email addresses, home, work, and mobile phone numbers) so that staff can reach them at any time.

Upon arrival, all campers and church counselors will participate in an orientation to review new COVID-19 protocols including the following:

- How and when to effectively wash and sanitize hands

- How to practice physical distancing in various settings (dining hall, activity spaces, cabins, etc)
- Face mask policy and how to request a replacement mask
- Which symptoms to look out for and when to report them and to whom
- Coughing etiquette

Campers and counselors will complete the orientation in small groups with camp staff. During the first chapel session on the first day, there will also be an overview of the policies.

Prior to the summer season, all ventilation systems will be tested to ensure they are working properly and circulating as much outdoor air as possible. Additionally, where appropriate and where it does not create a hazard, windows will be opened and fans utilized to increase circulation of outside air.

COHORTS

A cohort is defined as a cabin group. Counselors will be assigned to the same cohort for the duration of the week of camp. Cabins/rooms are restricted to campers and counselors in the same cohort and cabin access is limited to only individuals who reside in that cabin. Parents are able to drop off campers and belongings with a counselor outside the door of lodges and dorms, but are not allowed to enter camper housing. Within cabins, campers will sleep head-to-toe or toe-to-toe.

Masking within a cabin group (cohort) is not required. If someone in the cabin has traveled offsite for medical care, they will not return to their cabin group until their test results have come back negative.

Church groups and individual campers typically arrive in a staggered fashion. If a group arrives while there is a back-up at registration, the group will be asked to wait in their vehicles or in a designated outdoor area until the staff running screening and testing are ready for them. When weather permits, screening and testing will take place outdoors with accommodation made for privacy during both testing and screening, and an outdoor area will be provided for campers to wait for the results of their test before entering any camp buildings or participating in camp activities. When weather requires indoor screening and testing, campers will be distanced appropriately and airflow increased in the building as much as possible. Arrival procedures will be provided to parents prior to camp.

At the end of the camp session, campers will bring their belongings outdoors to busses or personal transportation.

HYGIENE AND HANDWASHING

Handwashing will be built into the camp day. At a minimum, campers and staff will wash their hands at the following times: arrival at camp, before and after meals, after bathroom use, after coughing/sneezing, and after contact with bodily fluids or surfaces that may be contaminated. Upon arrival at camp, campers, counselors, and staff will be instructed to go to the nearest handwashing/hand hygiene station.

Handwashing stations are located in each restroom and at the entrance to the dining hall. In other locations, hand sanitizer stations are available. Hand sanitizer stations contain at least 60% alcohol and may be used at times when handwashing is not available, with the following parameters:

- Campers are instructed on proper use

- Campers have written parent/guardian permission to use
- Hand sanitizer is stored securely
- Sanitizer is used under the supervision of counselors and staff

Campers, counselors, and staff will be made aware of infection control practices and will be reminded that personal supplies (hats, hair ties, contact solutions, towels, and bedding) and drinking containers must never be shared with others.

PERSONAL PROTECTIVE EQUIPMENT (PPE) AND FACE MASKS/COVERINGS

Staff, campers, and counselors will wear masks or face coverings when indoors and in the presence of other cabin groups. This includes when in the Dining Hall and Coffee Shop (except when seated to eat), in indoor recreation spaces, and when entering and exiting Hilltop for chapel.

Masks and cloth face coverings should be routinely washed or replaced (daily and any time the mask is used or becomes soiled), depending on the frequency of use. Campers, counselors, and staff will be encouraged to bring plenty of masks for their time at camp.

Extra disposable masks will be available if needed, but campers and staff are required to bring their own and encouraged to bring enough face coverings to change frequently throughout the week.

Face coverings are not to be worn while sleeping.

Staff will wear appropriate PPE during screening activities that require contact. For COVID testing, this includes N95 mask, eye protection, gloves, and gown.

TESTING

Pre-Arrival Testing

As outlined in HNE's Health Care Plan, all campers, volunteers, and staff must obtain a negative PCR test within 72 hours prior to arriving at camp and provide the results of that test before being allowed to enter camp buildings or participate in activities. Individuals who have tested positive in the last 90 days, have been cleared from isolation, and who provide lab results do not need to meet Arrival Testing requirements. Those who are fully vaccinated for COVID-19 (completed the full vaccination series at least 14 days prior to arrival) are also exempt from testing requirements.

Arrival Testing

Upon arrival, all campers, counselors, volunteers, and staff will be tested using a BinaxNow rapid test, and parents will provide written permission for arrival and symptomatic testing. No one will be allowed to enter camp buildings or participate in activities until a negative test result is obtained. Individuals do not need to meet Arrival Testing Requirements if they are fully vaccinated or have tested positive for COVID-19 in the last 90 days, have been cleared from isolation, and provide lab results, they do not need to meet Arrival Testing requirements. Staff performing testing will wear full PPE, and testing will provide for privacy as much as possible. Until test results are received, campers will be provided with an outdoor place to wait for the results of their test. If any arrival testing returns a positive result,

isolation and quarantine according to HNE's Communicable Disease Plan will be followed, the camper will be sent home, and the appropriate notifications will be made.

Symptomatic Testing

If a camper, counselor, or staff member presents with symptoms, they will be immediately isolated from the group. HNE's Communicable Disease Plan will be followed and, if the symptoms warrant, a BinaxNow rapid test will be administered. If the rapid test is negative, the individual's symptoms will be evaluated by the camp nurse to determine whether the illness is likely to be communicable or, based on the camper's history, whether the symptoms are simply an environmental allergy or other noncommunicable condition. When a definitive diagnosis isn't possible, the nurse will err on the side of caution and will determine whether the camper needs to be sent home to avoid any possibility of communicable disease at camp this summer. Parents will be notified as soon as isolation begins, and asked to pick up their child if it is determined the camper needs to go home.

SCREENING AND MONITORING

As outlined in the 2021 Health Care Plan, arrival screening will take place as campers arrive. Daily screening checks of campers and counselors will happen before breakfast, as they enter the dining hall, as well as at dinner time. Screening will be performed by the Camp Nurse, Nurse Interns, or individuals meeting the requirements of Health Care Supervisors as outlined in the Health Care Plan. Staff will be screened by their supervisor at the beginning of their shift. No one is able to enter the building or participate in camp activities until their daily screening is complete. Daily screenings include a visual inspection of each camper and a temperature check with a non-contact thermometer. Counselors will actively monitor campers throughout the day for symptoms of any kind.

ISOLATION AND QUARANTINE

HNE's Communicable Disease Plan guides the process for identifying, isolating and discharging symptomatic campers and staff as well as contacting parents and appropriate authorities.

CLEANING, DISINFECTING, AND SANITIZING

Cleaning and sanitizing is happening with increased frequency. Shared equipment shall be cleaned daily. Surfaces are first cleaned and then sanitized or disinfected. Logs are kept of cleaning/sanitizing activities.

Dining Hall restrooms will be cleaned and sanitized after each meal service, and Hilltop and Hebron restrooms will be cleaned and sanitized daily. All buildings are cleaned and sanitized between camp sessions.

TRANSPORTATION AND TRAVEL

Campers will stay on site for the duration of the camp session, only leaving for necessary medical care.

All staff and counselors will be required to stay on-site while camp is in session and minimize leaving camp on the weekends. Those who do leave will be asked to maintain all precautions including

physical distancing and mask wearing in public places and frequent handwashing/sanitizing. Those who leave camp will follow all screening processes upon their return.

FOOD SERVICE

As much as possible, outdoor dining will be utilized on the Dining Hall deck or elsewhere. Cabin groups will go through the serving line together and will be seated together, one cabin group per table. One person at a time from each table will bring all dishes to the dish window when the table has finished eating, to avoid congestion there.

Face coverings are required for all staff and guests when indoors. Face coverings may be removed while people are seated at their tables and eating or drinking.

Everyone entering the Dining Hall will be required to utilize the outdoor handwashing stations to wash their hands before the meal, then go directly to the food line. Hand sanitizer is available throughout the Dining Hall.

Food will be served cafeteria-style rather than self-service buffet style. Drinks will be self-service. Signage will be posted with instructions to get a new plate for each trip through the food line, and a new cup before getting a beverage refill. Plastic utensils will be served via single pull dispensers. When regular utensils are used, they will be rolled in napkins, or handed out by staff members. Tables will continue to be cleaned and sanitized between each seating. If tables have been used between meals, the Dining Hall will be closed and tables will be sanitized before meals as well.

STAFF TRAINING AND EDUCATION

Current and incoming staff will be trained on policies to prevent and respond to COVID-19 during staff orientation and written policies will be provided to them. The following topics will be covered:

- Hand-washing, and requirement and proper use of face coverings.
- Daily screening including temperature & symptom checks.
- When to stay home if they are feeling ill or showing any symptoms.
- How to self-identify and report symptoms or close contact with a known or suspected COVID-19 case to their supervisor.
- They may not work if they test positive for COVID-19 or are found to be a close contact of someone with COVID-19 and are unvaccinated.
- Procedure if a camper, counselor, or staff member becomes ill (isolation in a designated space, notifications needed).
- Proper cleaning and sanitizing procedures, including documentation.
- Cleaning staff living spaces: frequency, whose responsibility, process, log sheets.
- How to remove disposable gloves (also emphasize washing hands after removing gloves, and changing gloves in between tasks).

CHAPEL (HILLTOP BUILDING)

Groups of chairs will be placed at a distance of at least 6 feet from other groups and cabin groups will sit together in chapel. The front row of chairs will be at least 6 feet away from the stage, with speakers and worship leaders a few feet away from the front of the stage. Campers, counselors, and staff must wear face coverings or masks while entering and exiting the building. Face coverings can be removed once a cabin group is seated.

Hilltop will be cleaned and sanitized at least daily, including disinfection of heavy transit areas and high-touch services (doorknobs, restrooms, microphones, and shared instruments). Hand sanitizer stations are available in the lobby, with signs posted in the entry reminding people about hand hygiene. Hand washing is available in both restrooms. Log sheets will be kept noting the date, time, and scope of cleaning.

RETAIL (COFFEE SHOP/APPAREL STORE AND AMPERSAND SNACK SHOP)

Ampersand (Snack Shop) will be service via window only.

Face coverings are required for all campers and staff when inside the coffee shop. The exception is when individuals are seated and eating or drinking, with their own cabin group. A hand washing sink is available in the coffee shop for employees and hand sanitizer stations are in all locations. Coffee preparation surfaces will be cleaned throughout the shift. Tables will be cleaned and sanitized frequently throughout the day. Outdoor seating will also be available.

ACTIVITIES

General Standards

- Face coverings are worn by all staff, counselors, and campers for indoor activities when other cabin groups are present. Masks are not required during outdoor activities.
- Where practical, campers at each activity at any given time will be tracked in case contact tracing is needed.
- Hand sanitizer will be available and encouraged at each activity.
- Shared equipment and high touchpoint surfaces are cleaned and sanitized daily and when soiled, including sports equipment, boats, etc.
- Paintball masks will be washed and sanitized between users.
- Paintball briefing sessions will take place outdoors and participants will only walk through the Paintball Shed to retrieve gear.