

## Shell Lake Arts Center COVID-19 Safety Plan 2021

### Promoting Behaviors that Reduce Spread

Shell Lake Arts Center will be implementing several strategies to encourage behaviors that reduce the spread of COVID-19.

#### **Staying Home when Appropriate**

- Staff, campers, and their families will be educated about when they should [stay home](#) and when/if they can return to camp.
  - We will actively encourage employees and campers who are sick or have recently had a [close contact](#) with a person with COVID-19 to stay home.
  - [Employees and campers should stay home](#) if they have tested positive for or are showing COVID-19 [symptoms](#).
  - Employees who have recently had a [close contact](#) with a person with COVID-19 should also [stay home and monitor their health](#).
  - CDC's criteria can help inform when employees should return to work:
    - [If they have been sick with COVID-19](#)
    - [If they have recently had a close contact with a person with COVID-19](#)

#### **Hand Hygiene and Respiratory Etiquette**

- Staff and Campers will be taught proper [handwashing](#) with soap and water for at least 20 seconds and increase monitoring to ensure adherence among campers and staff. This will be reinforced throughout each week.
  - If soap and water are not readily available, hand sanitizer that contains at least 60% alcohol will be provided and used.
- Staff and Campers will be encouraged to cover coughs and sneezes with a tissue. Used tissues should be thrown in the trash and hands washed immediately with soap and water for at least 20 seconds.
  - If soap and water are not readily available, hand sanitizer that contains at least 60% alcohol will be provided.

#### **Masks & Instrument Bell Covers**

- Proper [mask](#) use will be taught and reinforced over the week. Masks will be worn by staff and campers as feasible, and are **most** essential in times when physical distancing is difficult. Information will be provided to staff and campers on proper use.
- Instrument Bell Covers will also be required for those students bringing wind instruments to camp.

- Information will be communicated to students and parents on what type of masks and instrument bell covers to bring for camp, and how to purchase those items.

### **Adequate Supplies**

- We will ensure we have accessible sinks and enough supplies for people to clean their hands and cover their coughs and sneezes. Supplies include soap, a way to dry hands (e.g., paper towels, hand dryer), tissues, hand sanitizer with at least 60 percent alcohol (for staff and older campers who can safely use hand sanitizer), disinfectant wipes, and masks (as feasible).

### **Signs and Messages**

- [Signs](#) will be posted in highly visible locations (e.g., camp entrances, dining areas, restrooms) that [promote everyday protective measures](#) and describe how to [stop the spread](#) of germs such as by [properly washing hands](#) and [properly wearing a mask](#).
- Students will receive regular [announcements](#) from counselors on reducing the spread of COVID-19 which will include messages (for example, [videos](#)) about behaviors that prevent spread of COVID-19. These messages will also be present when communicating with staff and families (such as on camp websites, in emails, and through camp [social media accounts](#)).

### Maintaining Healthy Environments

Shell Lake Arts Center will be implementing several strategies to maintain healthy environments.

#### **Cleaning and Disinfection**

- [Frequently](#) touched surfaces (e.g., playground equipment, handles, sink handles, drinking fountains) will be cleaned and sanitized within the camp facility and in any [shared transportation](#) vehicles at least daily or between use as much as possible. Use of shared objects will be limited when possible, or cleaned between use.
- A schedule will be developed for increased, routine cleaning and disinfection.

#### **Shared Objects**

- Sharing of items that are difficult to [clean, sanitize, or disinfect](#) will be discouraged.
- Each camper's belongings will be kept separate from others' and in individual areas.

## **Ventilation**

- We will ensure that ventilation systems operate properly and increase circulation of outdoor air as much as possible, for example by opening windows and doors.

## **Water Systems**

- Drinking fountains will be cleaned and sanitized, and we will encourage staff and campers to bring their own water bottles to minimize use and touching of water fountains.

## **Modified Layouts**

- Space seating at least 6 feet apart.
- Outdoor activities will be prioritized where social distancing can be maintained as much as possible.

## **Physical Barriers and Guides**

- Physical barriers, such as sneeze guards and partitions, will be installed, particularly in areas where it is difficult for individuals to remain at least 6 feet apart (e.g., reception desks).
- Physical guides, such as tape on floors or sidewalks and signs on walls, will be provided to ensure that staff and campers remain at least 6 feet apart in lines and at other times (e.g., guides for creating “one way routes” in hallways).

## **Communal Spaces**

- We will stagger use of our dining hall and other communal spaces, and [clean and disinfect](#) between use.

## **Food Service**

- Campers will eat with their small assigned cohorts
- All food service items are handled with gloves and washed with dish soap and hot water or in a dishwasher. We will use disposable items when possible.

## Maintaining Healthy Operations

We will implement several strategies to maintain healthy operations.

## **Regulatory Awareness**

- We will continuously monitor and be aware of local or state regulatory agency policies related to group gatherings to determine if events can be held.

### **Identifying Small Groups and Keeping Them Together (Cohorting)**

- We will keep campers together in small groups with dedicated staff and make sure they remain with the same group throughout the day, every day.
- We will limit mixing between groups whenever possible.

### **Staggered Scheduling**

- We will stagger arrival and drop-off times or locations by cohort (group) to limit contact between cohorts and with other campers' guardians as much as possible.

### **Gatherings, Visitors, Student Performances, and Field Trips**

- We will avoid group events, gatherings, or meetings where social distancing of at least 6 feet between people cannot be maintained. Outdoor concerts or concert recordings are being looked at as our regular concerts will not be possible this year.
- We will have a closed campus when camp is in session, and outside visitors will be restricted.
- Trips outside our campus will be limited, and only allowed if outdoors and the ability of distancing of at least 6 feet between people can be maintained. Details on how student performances will work this year is to be determined, and will be communicated to parents and students at a later date.

### **Designated COVID-19 Point of Contact**

- Our Camp Coordinator will be responsible for responding to COVID-19 concerns. All camp staff and families will know who this person is and how to contact them.

### **Communication Systems**

- We will put systems in place for:
  - Consistent with applicable law and privacy policies, having staff and families self-report to the camp administrators if they have [symptoms](#) of COVID-19, a positive test for COVID-19, or were exposed to someone with COVID-19 within the last 14 days in accordance with health information sharing regulations for COVID-

19 and other applicable privacy and confidentiality laws and regulations.

- Notifying staff and families of camp closures and restrictions in place to limit COVID-19 exposure (e.g., limited hours of operation).

### **Back-Up Staffing Plan**

- We will cross-train staff, and create a roster of trained back-up staff.

### **Staff Training**

- Staff will be trained on all safety protocols.

### **Recognize Signs and Symptoms**

- We will conduct daily health checks (e.g., temperature screening and/or [symptom checking](#)) of staff and campers safely and respectfully, and in accordance with any applicable privacy laws and regulations.

### **Support Coping and Resilience**

- We will promote employees and campers eating healthy, exercising, getting sleep, and finding time to unwind.

### **Preparing for When Someone Gets Sick**

We will implement several strategies to prepare for when someone gets sick:

- **Advise Sick Individuals of Home Isolation Criteria**
  - Sick staff members or campers will not return/come to camp until they have met CDC's [criteria to discontinue home isolation](#).
- **Isolate and Transport Those Who are Sick**
  - We will immediately separate staff and campers with COVID-19 [symptoms](#) (such as fever, cough, or shortness of breath) at camp.
  - The camp will have an isolation room or area to separate anyone who has COVID-19 symptoms or who has tested positive but does not have symptoms.
  - If a person becomes sick and needs to be transported, current procedures will be modified for safely transporting them.

### **Clean and Disinfect**

- We will close off areas used by a sick person and will not reopen these areas until properly [cleaning and disinfecting](#) them (for outdoor areas, this includes surfaces or shared objects in the area, if applicable).

## Notify Health Officials and Close Contacts

- In accordance with state and local laws and regulations, camp administrators will notify [local health officials](#), staff, and families immediately of any case of COVID-19 while maintaining confidentiality in accordance with the [Americans with Disabilities Act \(ADA\)](#).
- We will advise those who have had [close contact](#) with a person diagnosed with COVID-19 to separate themselves, [self-monitor for symptoms](#), and follow [CDC guidance](#) if symptoms develop.

## Special Considerations for our Residential Camp

In addition to the considerations listed above, we will also implement the following:

- Our enrollment will be limited to allow for just two students per dorm room this summer to allow for proper distancing.
- We will be adding physical barriers, such as plastic flexible screens, between bathroom sinks and in other areas where social distancing cannot be maintained.
- We will monitor and enforce [social distancing](#) and [healthy hygiene](#) behaviors throughout the day and night.
- We will clean and disinfect bathrooms regularly (e.g., in the morning and evening, after times of heavy use).
- We will encourage staff and campers to avoid placing toothbrushes or toiletries directly on counter surfaces.