BCRD’s 2020 Summer Camp Protocols have been developed to comply with national and state guidelines and protocol available at this time. This document includes the following:

1. Implement physical distancing strategies
2. Modified drop off and pick up procedures
3. Intensified cleaning and disinfection efforts
4. Response plan for managing COVID-19 case(s) in our programs or facilities
5. Communication plan for informing parents/staff of our response plan, camp protocols, and policies to manage the impact of coronavirus
6. Supporting Documents
   - Bathroom Protocol
   - Bathroom Checklist
   - Cleaning Protocol
   - Daily Cleaning Checklist
   - Friday Cleaning Checklist
   - Parent Agreement Document
   - COVID-19 Daily Screening Questionnaire
   - Drop Off Map (full size)
1. **Implement physical distancing strategies**

- All campers must pre-register for camp by the week or the entire summer. No daily drop-ins will be allowed.
- Campers will be divided into small groups (pods) of approximately 8-12 campers and 2 counselors that will be comprised of the same campers and staff for the entire week to minimize virus transmission.
- Campers will participate in all camp activities, indoor and outdoor, within their own pod.
- Staggered daily schedules for pods will be implemented to avoid contact between pods.
- Each pod will have their own homeroom space, sports equipment, art supplies, books, and games and will usually not be transferred between pods. In the event that equipment needs to be shared between pods, it will be disinfected prior to transfer.
- Staff and campers will be required to wear face masks when using the bathroom or traveling through common space in the Community Campus or when a physical distance of 6 feet or more cannot be maintained when indoors. When staff and campers are outside and in their own pod, facemasks do not need to be worn unless the pod will be in contact with people outside of their pod. BCRD will provide two masks per staff and camper. The used mask will be left at camp at the end of each day. Staff will wash all masks in high-temperature water following CDC protocols for sanitation and return clean masks to campers.
- Parents are asked to limit their child’s social interactions in the evening non-camp hours to help decrease exposure to the virus outside of camp.
- No water fountains will be used during camp. Campers will be required to bring their own clean, labeled water bottle each day and can refill them in the water bottle filling station outside of the HUB. A water bottle will be provided if a camper does not have one for the day. Loaner water bottles will be left at camp each night and sanitized prior to the next use.
- Special performances and non-local, large-group field trips are cancelled at this time.
2. **Modified drop off and pick up procedures**

- Parents are not allowed inside the Community Campus to drop-off or pick-up their child(ren).
- Curb-side drop-off and pick-up will occur outside of east side of the Community Campus between the HUB and Silver Creek High School. Traffic will be diverted to one-way in front of the drop-off zones and parents will be asked to follow more specific directions for drop off locations that will be communicated prior to camp. (See Drop-Off/Pick-Up Map)
- Drop-off will be available between 8:30-9:30 a.m. every camp day. Any camper drop-offs outside of this timeframe are discouraged as a separate individual screening will need to be arranged between staff and parent. If absolutely necessary, parents can call the Front Desk to arrange late drop off at (208) 578-2273.
- Pick-up will be available from 4:00-5:30 p.m. outside at the same location as drop-off (east side of the Community Campus.) Any early pick-ups are discouraged. If absolutely necessary, parents can call the Front Desk to arrange early pick-up at (208) 578-2273.
- Ideally, the same parent or designated person should drop-off and pick-up the child every day. If possible, older people such as grandparents or those with serious underlying medical conditions should not pick up children, because they are more at risk for severe illness from COVID-19.
- Parents will be asked to be on the alert for signs of illness in their children and to keep them home when they are sick.
- Campers will be required to wear their facemask during all drop-off and pick-up procedures.
- At drop-off, campers will be screened for symptoms compatible with COVID-19. Children will be temperature scanned and parents are required to confirm that the child does not have fever (100.4°F or above), shortness of breath, cough, chills, headache, repeated shaking with chills, new loss of taste or smell, sore throat, or muscle pain each day before the camper will be allowed into the facility. In the case of a camper being denied access due to symptoms compatible with COVID-19, parents can request a refund or credit for the pro-rated amount of their enrollment fee for services not rendered.
- Hand hygiene stations will be set up at the entrance of the facility. Children are required to clean their hands prior to entering the building. If a sink with soap and water is not available, we will provide hand sanitizer with at least 60% alcohol.
- Staff will self-monitor and stay home if they develop symptoms compatible with COVID-19.
3. **Intensified cleaning and disinfection efforts**

- Hand hygiene stations will be set up at the entrance of the facility, so that campers and staff can clean their hands before entering the facility at all times.
- Campers and staff will be required to wash hands or use hand sanitizer before allowing participation, directly after participation, before and after snack/lunch, and after touching shared surfaces.
- Developmentally appropriate posters describing handwashing steps will be placed near all handwashing stations.
- All cleaning products supplied for use at Summer Camp are EPA-approved for use against the virus that causes COVID-19 and will be used according to the directions on the label.
- An intensified cleaning and disinfecting routine will be implemented in concert with the Blaine County School District (BCSD) custodial staff to include the following:
  - Camp Staff will frequently disinfect shared equipment and frequently touched surfaces throughout the day to include shared sports and arts equipment, toys, doorknobs, light switches, etc. (See Staff Cleaning protocol)
  - Camper bathroom use will be supervised by BCRD camp staff and limited to two campers in a bathroom at one time. (See Bathroom protocol)
  - BCSD custodial staff will provide frequent disinfection of bathrooms and other high-touch surfaces in the common spaces throughout the camp day. (see Bathroom protocol)
  - Every evening after camp hours, BCSD custodial staff will disinfect all camp meeting spaces and common spaces including frequently touched surfaces.
  - At the conclusion of each week, camp staff will disinfect all equipment, toys, art supplies, etc., in preparation for a new group of children the following week.
4. **Response plan for managing COVID-19 case(s) in our programs or facilities**

   - In the event we are notified of a positive case or close contact with a positive case at camp, the BCRD will follow its COVID-19 Response Plan (CRP) which calls for collaboration with Idaho’s South Central Health District to assist in contact tracing (while maintaining mandated confidentiality) and to develop the most appropriate closure or suspension period and scope. The most recent CDC guidance for responding to COVID-19 in a school or childcare facility includes consideration of a full or partial closure of the facility for a minimum of 2-5 days for cleaning and disinfection. At a minimum, the BCRD will institute an immediate 2-5 day suspension of service to campers within the impacted pod. Depending upon guidance from South Central Health District, the scope of the case and health data, and following BCRD’s CRP, consideration will also be given to a longer period of closure for an impacted pod or the entire camp operation to adhere to necessary self-quarantine guidance until the individuals are determined to be cleared of infectious risk.

   - All campers and staff will be screened daily for COVID-19 symptoms following CDC guidance. If a camper or staff member demonstrates COVID-19 related symptoms either at drop off screening or during the day, the camper/staff will not be allowed to continue at camp that day. That individual will be allowed back to camp after clearing the daily screening process which requires the individual to be symptom free for 2 days (48 hours).

   - In the event of a positive case or direct exposure to a positive case at camp, BCRD will initiate a communication plan to parents outlining any associated decisions relative to closures of the facility or suspension of services.

   - In the event of suspension of service due to COVID-19 related illness, parents will receive a refund or credit for the pro-rated amount of their enrollment fee for services not rendered.

5. **Communication plan for informing parents/staff of our response plan, camp protocols, and policies to manage the impact of coronavirus**

   - BCRD 2020 Summer Camp Protocols will be posted on our website and registration pages.

   - Parents who enroll their child(ren) in camp will be emailed Summer Camp Protocols prior to attendance at the first day of camp.

   - Parents will be required to read, understand, and sign an acceptance of BCRD’s 2020 Summer Camp Protocols prior to their child(ren) attending camp.

   - BCRD will create and provide timely communication to staff and parents in the case of COVID-19 presence in our program or facility.

6. **Supporting Documents including:**

   - Bathroom protocol
   - Bathroom checklist
   - Cleaning protocol
   - Daily cleaning checklist
   - Friday cleaning checklist
   - Drop-off/pick-up map
   - Parent Agreement document
BATHROOM PROTOCOL

On Campus Bathroom Use
When a camper or staff member needs to use the bathroom while at the Community Campus, BCRD staff will adhere to the following protocol to help reduce the spread of COVID-19. Bathroom protocol will be evaluated throughout the summer and is subject to change based on effectiveness or current guidance from state and federal agencies.

- Counselors will call to other counselors on their radio when they are taking campers to the bathroom. We will try to avoid pods overlapping in the bathroom by utilizing radio contact between counselors. Counselors can radio support staff to assist with supervision if needed.
- The HUB will use two bathrooms in the Community Campus. Pods assigned to the HUB locations or gymnasium will use the bathroom outside of the gymnasium main entrance. Pods assigned to CSI classrooms will use the bathroom between the HUB and the CSI wing.
- All campers and staff will wear a face mask during the entire bathroom trip.
- All campers will be accompanied to the bathroom by a staff member.
- Counselors and campers will use any stalls in each bathroom except any stalls labeled “FOR STAFF USE ONLY.”
- No more than 2 children from the same pod will be allowed in the bathroom at one time (1 using the designated camp stall and another washing their hands).
- Individuals from different pods will not be allowed in the bathroom at the same time.
- Staff will supervise campers to ensure proper handwashing occurs including washing with soap and water for at least 20 seconds.
- After bathroom use is complete and no other campers are waiting to use the facility, the staff member will spray every surface touched using a disinfecting solution provided by BCSD including the bathroom door entrance and exit handles, bathroom stall lock, toilet handle, sink handles, and paper towel dispenser. Cleaning solution will be left wet to air dry and the spray bottle will be returned and locked in the box outside the bathroom.

The BCSD Community Campus custodial staff will disinfect the two bathrooms specified above two times daily including:
- Mid-day after camper arrivals
- Evening after campers have left for the day

Off Campus Bathroom Use
When a camper or BCRD staff member needs to use the bathroom while off campus on a field trip to a local park, the staff member or camper will use hand-sanitizer before and after utilizing the bathroom facility. Staff will carry alcohol-based (at least 60% alcohol) hand sanitizer with them at all times for staff and camper use while off campus.
ON CAMPUS BATHROOM CHECKLIST

☐ Radio to all other pods, make sure no one else is using the bathroom
☐ Accompany campers to the bathroom
☐ Make sure all staff and campers are wearing their face masks
☐ Use your assigned bathroom
☐ No more than 2 children from the same pod in the bathroom at once (1 going to the bathroom, 1 washing hands). Only individuals from the same pod will be allowed in the bathroom at the same time.
☐ Supervise campers to ensure proper handwashing by washing with soap and water for at least 20 seconds
☐ After bathroom use is complete and no other campers are waiting to use the facility, spray every surface touched using the spray disinfectant provided to you. It can be found in the locked box outside the bathroom. The code is: 2-2-2
  o Bathroom door entrance handle
  o Bathroom door exit handle
  o Bathroom stall lock
  o Toilet handle
  o Sink handles
  o Paper towel dispenser
☐ Leave the cleaning solution wet to air dry
☐ Return spray disinfectant to the box outside the bathroom and lock.

OFF CAMPUS BATHROOM CHECKLIST

☐ Use hand sanitizer (at least 60% alcohol) before bathroom use
☐ Use hand sanitizer (at least 60% alcohol) after bathroom use
BCRD STAFF CLEANING PROTOCOL

- All cleaning materials should be kept secure and out of reach of children. Each classroom has a lockable space for securing cleaning products. The code for combination locks is 2 - 2 - 2.
- Cleaning products should not be used near children, and staff should ensure that there is adequate ventilation when using these products to prevent children from inhaling toxic fumes.
- Clorox wipes, Lysol spray, hand sanitizer, and the disinfecting spray will be provided to you. Please follow cleaning instructions listed on the label.
- Clorox wipes can be used on multiple surfaces in one room until they are no longer wet. Do not use the same wipe in a different room.
- The disinfecting spray should be used on hard surfaces and left on that surface until it dries. Do not wipe it dry.
- Lysol spray should be used on items that cannot otherwise be disinfected such as bean bag chairs and other soft surfaces.
- Children’s books, like other paper-based materials such as mail or envelopes, are not considered a high risk for transmission and do not need additional cleaning.
- When accompanying a child to the restroom please refer to the HUB Summer Camp Bathroom Protocol.

DAILY CLEANING

HUB counselors are expected to complete frequent daily cleanings of high touch surfaces. Before leaving your classroom for your morning activity and after lunch clean high touch surfaces including tables, doorknobs, door handles, light switches, countertops, desks, backs of chairs, faucets, sinks, toilets, children's toys & games, etc. Additionally, doorknobs, door handles and light switches should be sprayed with the disinfecting spray and left to air dry each time the pod leaves their homeroom. Bean bags should be sprayed with Lysol at the end of each day.

FRIDAY CLEANING

Fridays are designated for counselors to complete disinfection of homerooms, equipment, and supplies. Counselors should wear disposable gloves and masks while disinfecting. Surfaces that are visibly dirty like tables and countertops should be cleaned using soap and water before disinfecting to make disinfecting more effective. Friday cleanings are more in depth than daily cleanings but include daily cleaning tasks. In addition to daily cleaning tasks, counselors will disinfect board games, art supplies, sports equipment, etc.
CLEANING CHECKLIST - DAILY

Before leaving your homeroom

- Doorknobs, door handles and light switches should be sprayed with the disinfecting spray and left to air dry each time the pod leaves their homeroom.

  Date:_________   Time:_________   Initials: __________
  Date:_________   Time:_________   Initials: __________
  Date:_________   Time:_________   Initials: __________
  Date:_________   Time:_________   Initials: __________
  Date:_________   Time:_________   Initials: __________

Before lunchtime and end of the day

- Clean with soap and water if visibly dirty, then use the disinfecting spray provided by BCSD and leave on to air dry
  - Tables
  - Countertops
  - Desks
- Use a Clorox wipe to disinfect until the wipe is no longer wet
  - Doorknobs
  - Door handles
  - Light switches
  - Backs of chairs
  - Faucets
  - Sinks
- Cleaning products are returned to a secure place out of reach of children

  Before lunch-   Date:_________   Time:_________   Initials: __________
  End of day-    Date:_________   Time:_________   Initials: __________
CLEANING CHECKLIST - FRIDAY

This time is designated for counselors to complete disinfection of homerooms, equipment, and supplies. On Fridays, more in depth than daily cleanings, but include daily cleaning tasks.

- Put on latex gloves and masks while disinfecting
- Bring all jerseys/pinnies to Kellee or Ellie to be washed
- Clean hard surfaces with soap and water if visibly dirty, then use disinfecting spray leave it on to air dry
  - Tables
  - Countertops
  - Desks
  - Light switches
  Initial: __________

- Use Clorox wipes to disinfect:
  - Board games
  - Glue bottles
  - Glue sticks
  - Scissors
  - Sports equipment (including frisbees, balls, etc.)
  - Iron for perler beads
  - Pencil sharpeners
  - Paint brushes
  - Everything in the “rotating bin” if your pod has it
  Initial: __________

- Use Lysol spray on items that cannot be disinfected using Clorox wipes or the disinfecting spray
  Initial: __________

- Cleaning products are returned to a secure place out of reach of children
  Initial: __________
BCRD 2020 Summer Camp
Additional COVID-19 Specific Protocols

Registration and Payment

- Camp enrollment is limited this year to allow us to create small group “pods.” Enrollment is available on a first-come, first-serve basis.
- All campers must pre-register for camp by the week or the entire summer. No daily drop-ins will be allowed.
- Weekly camp registration closes at 9:00 a.m. Friday prior to the following week’s camp.
- In the case of a camper being denied access to camp due to symptoms compatible with COVID-19, parents can request a refund or credit for the pro-rated amount of their enrollment fee for services not rendered.
- In the case of an entire camp closure due to COVID-19 related illness, parents will receive a refund or credit for the pro-rated amount of their enrollment fee for services not rendered.

Minimizing virus transmission through physical distancing

- Campers will be divided into small groups (pods) of approximately 8-12 campers and 2 counselors that will remain a unit for the entire week to minimize virus transmission. During registration, parents may request for their child to be paired with a friend if the campers are in the same camp age group.
- Staff and campers are required to wear face masks when an activity requires physical distance of less than 6-feet while indoors and when using the bathroom or when traveling through common space in the Community Campus. When staff and campers are outside and in their own pod, facemasks do not need to be worn unless the pod will be in contact with people outside of their pod. BCRD will provide two masks per each camper which will be left at camp at the end of each day.
- Campers will participate in all camp activities, indoor and outdoor, within their own pod.
- Staggered daily schedules for pods will be implemented to avoid contact between pods.
- Each pod will have their own homeroom space, sports equipment, art supplies, books, and games that will not be transferred between pods.
- Parents are asked to limit their child’s social interactions in non-camp hours to help decrease exposure to the virus outside of camp.
- No water fountains will be used during camp. Campers will be required to bring their own clean, labeled water bottle (minimum of 12 ounces) each day and can refill them in the water bottle filling station outside of the HUB.

Drop off and Pick Up Procedures

- Parents are not allowed inside the Community Campus to drop-off or pick-up their child(ren).
- Curbside drop-off and pick-up will occur outside the east side of the Community Campus between the HUB and Silver Creek High School. Traffic will be diverted to one-way in front of the...
drop-off zones and parents will be asked to follow more specific directions for drop off locations that will be communicated prior to camp.

• Drop-off will be available between 8:30-9:30 a.m. and pick up will be available between 4:00-5:30 p.m. every camp day. Any camper drop-offs or pick-ups outside of this timeframe are discouraged as a separate individual screening will need to be arranged between staff and parent. If absolutely necessary, parents can call the Front Desk to arrange late drop off or early pick up at (208) 578-2273.

• Ideally, the same parent or designated person should drop-off and pick-up the child every day. If possible, older people such as grandparents or those with serious underlying medical conditions should not pick up children, because they are more at risk for severe illness from COVID-19.

• At drop-off, campers will be screened for symptoms compatible with COVID-19. Children will be temperature scanned and parents are required to confirm that the child does not have fever (100.4°F or above), shortness of breath, cough, chills, headache, repeated shaking with chills, new loss of taste or smell, sore throat, or muscle pain each day before the camper will be allowed into the facility.

• Parents will be asked to be on the alert for signs of illness in their children and to keep them home when they are sick.

Intensified cleaning and disinfection efforts

• Hand hygiene stations will be set up at the entrance of the facility. Children are required to clean their hands prior to entering the building. If a sink with soap and water is not available, we will provide hand sanitizer with at least 60% alcohol.

• Campers and staff will be required to wash hands or use hand sanitizer before allowing participation, directly after participation, before and after snack/lunch, and after touching shared surfaces.

• An intensified cleaning and disinfecting routine will be implemented in concert with the Blaine County School District (BCSD) custodial staff to include frequent disinfecting of shared equipment and high touched surfaces throughout the day and supervised camper bathroom use to monitor proper hand-washing technique. Every evening after camp hours, BCSD custodial staff will disinfect all camp meeting spaces and common spaces including frequently touched surfaces. At the conclusion of each week, camp staff will disinfect all equipment, toys, art supplies, etc., in preparation for a new group of children the following week.

As a parent and/or guardian of a child attending BCRD 2020 summer camp, I agree to abide by and follow these additional BCRD COVID-19 specific protocols as outlined below to help decrease the spread of virus transmission including the following:

• I will be alert for signs of illness in my child and I will keep them home when they are sick.
• I will not be allowed inside the Community Campus to drop-off or pick-up my child.
• I will drop off my child curbside at the east entrance of the Community Campus between the hours of 8:30-9:30 a.m. and I will pick up my child at the same location between the hours of 4:00-5:30 p.m.
• I will limit my child’s social interactions in the evening non-camp hours to help decrease exposure to the virus outside of camp.
• I will provide a clean and filled water bottle (minimum of 12 ounces) each day for my child.
• I will try to have the same parent or designated person doing drop-off and pick-up for my child every day.
COVID-19 Summer Camp Screening Questionnaire

Every morning, meet the camper and parent/guardian at the drop-off zone, provide a clean face mask to the camper and ask that they put it on immediately. Ask the parent/guardian the following questions:

1. Now, or in the past 48 hours (2 days), has your child experienced either of these symptoms:
   - [ ] Yes **Shortness of breath or difficulty breathing**
   - [ ] Yes **Fever (100.4° F+)***

2. Or two or more of the following symptoms:
   - [ ] Yes **Cough**
   - [ ] Yes **Chills**
   - [ ] Yes **Muscle pain**
   - [ ] Yes **Sore throat**
   - [ ] Yes **New loss of taste or smell**
   - [ ] Yes **Gastrointestinal issues** (diarrhea, nausea, etc.)

3. In the last 14 days, has your child been in contact with anyone who is confirmed COVID-19 positive?
   - [ ] Yes

- If a parent/guardian answers **NO** to **all**, mark the child as present on the roster and allow them into camp. Do not write on this sheet.
- If you check **YES** to **any** of the following questions, mark as such on the questionnaire and report immediately to a camp administrator. Do not let the child into camp. Ask them to wait until the administrator is available to engage with the parent/guardian regarding their child’s attendance at camp.

**Reminder questions to ask camper/parent prior to entrance:**
- Do you have your full, clean water bottle?
- Do you have your bike and helmet?
- Did you put sunscreen on?
- Do you have a bagged lunch?
- Will you be available to pick up your child today between the hours of 4-5:30 p.m.?