

For COVID-19 Information:

(831) 755-4521 / (831) 769-8700 / covid-19@co.monterey.ca.us / www.mtyhd.org/covid19

**Monterey County Health Department
Summer Camp Guidance**

Date: June 12, 2020

This document is intended for camps for participants ages 5 thru 14.

(This Guidance has been developed to meet general program components and not developed for any specific facility. Please also refer to the California State Guidance for Day Camps:

<https://covid19.ca.gov/pdf/guidance-daycamps.pdf>)

Participants:

1. Limit participation to children of essential workers only, then allow children of parents from other industry sectors as more businesses reopen and more parents return to work.
2. Camp groups are to be limited to Social Circles of 12 participants, with 10 children and 2 adults or 11 children and 1 adult, consistent with Monterey County Social Circle Guidance. Social Circles will be stable, and the same children and staff will be grouped together each day. Siblings will be grouped together whenever possible to minimize the number of households exposed. Ideally, each participant group will be limited to participants from the same local geographic area (i.e., city).
3. The total amount of participants will be based on the size of your facilities allowing for the proper 6 ft social distancing guidelines.
4. If possible, place all participants whose parents/guardians are front line COVID-19 healthcare professionals together in one group.
5. Participants should commit to a minimum of 4-week blocks or a reasonable period of time to be able to minimize contact between Social Circles and keep the groups together.

Facility and Space Requirements:

1. All group spaces should be clearly defined with walls or space dividers and assigned to one group of 10-12 for the entire week. Groups should not rotate through spaces.
2. Approximately 480 sq. ft. are needed for a group of 10 kids and one staff at a social distancing of 6ft while seated at tables. (depending on configuration)
3. Approximately 360 sq. ft. are needed if participants are seated on the floor or in chairs without tables. (depending on configuration)
4. Table space should be assigned and labeled. Seating assignments should remain consistent during the week. If the seating arrangement needs to be changed, all tables and chairs should be thoroughly disinfected before changes are made.
5. Facilities should not be used by other groups while being used for summer camp/child care purposes.

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Program Components Not Allowed Unless the State has issued Guidance and the County Health Officer Has Approved:

1. Field Trips
2. Pool Use
3. Large Group Activities
4. Non-Essential Visitors
5. Assemblies
6. Non-Essential Bus Use
7. Cooking/Food Related Activities

Health Screenings and Illness:

1. Health check during sign in and lunch time (either before or after)
 - a. Take Temperature: Using the no touch thermometer take the temperature of each participant and staff member. Use an alcohol wipe to clean thermometer after each use/change of participant/staff. Staff administering temperature should be wearing a mask and face shield. Temperature should not exceed 100.4.
 - b. Visual Inspections: Watch the participants for signs of illness. Cough, lethargy, sneezing, irritable, not wanting to eat, etc.
 - c. Questions (at sign in only)
 - i. Does anyone in your household including your child have a fever of 100.4 or over?
 - ii. Have medications been administered to your child in the past 24 hours to reduce fever?
 - iii. Has your child or any member of your family had any respiratory infection, cough, shortness of breath or low-grade fever?
 - iv. Has your child or any member of your family experienced diarrhea or vomiting within the past 24 hours?
 - v. Are there any members of your household who have tested positive for COVID - 19 within the last 14 days?
 - vi. Has any member of your household had exposure to a positive COVID-19 patient?
2. It is vital that all parents and guardians keep children at home if they are sick and, if possible, check their child's temperature before arriving in order to minimize exposure. In addition, implement a zero-tolerance sickness policy for children and staff. Sick workers and children should be sent home and should not return without a doctor's clearance. In the event that the participant has a chronic illness such as allergies that mimic symptoms of COVID-19, parents/guardians can supply documentation from the child's physician (not related family member) when camp starts. Participants will still be monitored closely for signs of illness.
3. Each facility should have an isolation area where sick children and workers can be isolated until they are picked up or leave the facility. The isolation area must be thoroughly disinfected after

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each use. In the event that a participant or staff member is sick, one staff member should be designated to care for the child until their parent/guardian arrives with another staff person monitoring the situation for safety. The staff member should have a gown on as well as gloves, surgical mask and face shield. All items should be thrown away in their own garbage bag, sealed, and immediately placed in an outdoor trash bin. No items used to attend to an ill participant should ever be reused.

4. Parents/Guardians should be called immediately and should arrive at the facility as soon as possible to pick up their child from the program. A maximum of 1 hour between contact and pick up is ideal.

Food Service:

1. Participants should bring their own meals, snacks and beverages.
2. If food service is required:
 - a. Eliminate family style and buffet style food service and have staff portion, plate and serve food to participants who remain seated in their designated spaces or outside while still maintaining social distancing of 6 ft.
 - b. Use only disposable utensils, cups and plates etc. unless a high temperature disinfectant dishwasher is used on all reusable utensils, plates, cups and bowls after every use.
 - c. Do not provide any shared condiments.

Sign In/Out Procedures:

1. A designated lobby should be provided at the entrance to each facility. The intent of the lobby is to avoid possible exposure to the facility and other program participants.
2. Limit the number of participants and parent/guardian allowed in the lobby for sign in/pick up to one adult and children limited to the direct family unit.
3. If possible, the same parent/guardian who drops off should pick up.
4. All waiting parents and participants should wait outdoors on pre-determined social distancing markers until they are called to sign in.
5. Advise parents beforehand that the sign in process will take more time because of social distancing and health screening and to allow more time for sign in.
6. Upon sign in and check out parents should provide their own pens. If communal pens are needed, they should be disinfected after each use.
7. Parents/Guardians and visitors should not be allowed past the lobby.
8. Hand washing stations should be provided in the entryway. If handwashing is not available, hand sanitizer of at least 60% ethyl or 70% isopropyl alcohol should be provided.
9. Participants should be escorted to the restroom immediately upon check in to wash their hands following proper hand washing protocol before they are allowed into communal space.
10. Parent should exit the facility as quickly as possible when sign in/ check out is complete.

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Cleaning and Disinfecting and Shared Equipment:

Follow CDC Guidelines for Disinfecting Facilities:

<https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html>

1. All toys and equipment that can not be disinfected should not be used and must be removed from the play area. Toys such as manipulatives that can be disinfected should be used by one child at a time and disinfected between uses. Books do not need to be sanitized. Any item that comes in contact with bodily fluids must be removed immediately and properly disinfected before entering back into play.
2. Athletic equipment should be sanitized after use.
3. Restroom toilet handles, toilet seats, sink handles etc. should be disinfected after each use if possible.
4. All tables and chairs should be disinfected at the end of each day minimum.
5. Common use areas such as door handles, light switches, counters, handles, desks etc. should be disinfected frequently.
6. For indoor spaces, introduce fresh outdoor air as much as possible, for example, by opening windows where practicable. When cleaning, air out the space before campers arrive; plan to do thorough cleaning when campers are not present. If using air conditioning, use the setting that brings in fresh air. Replace and check air filters and filtration systems to ensure optimal air quality.
 - a. If opening windows poses a safety or health risk (e.g., allowing pollens in or exacerbating asthma symptoms) to persons using the facility, consider alternatives. For example, maximize central air filtration for HVAC systems (targeted filter rating of at least MERV 13).
7. Provide physical guides, such as tape on floors or sidewalks and signs on walls, to ensure that camp 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).

Further Limiting Transmission:

1. Enact extensive handwashing protocols. Wash hands before and after meals, after outdoor activities, and after using the restroom.
2. Instruction should be given frequently on how to handwash, sneeze and cough into the elbow.
3. Programs and their participants shall follow Monterey County’s face covering order and all other Health Officer Orders.
4. Disinfect outdoor play spaces between groups of users whenever possible.
5. Remove all flooring and furniture that cannot be frequently disinfected such as fabric couches and area rugs.
6. Close all water fountains and have children provide their own water during the day. Water bottle filling should be done by adults with the child removing and holding their own lids while staff fills the bottle.

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7. All participants should have designated materials such as markers, scissors, glue sticks, pencils etc. These materials should be kept in a plastic box that can be disinfected and should be labeled with the participants first and last name. At the end of the week all materials should be disinfected.
8. All electronic devices used should be disinfected after each use. This includes tablets, computers, headphones, cellular devices, telephones etc. Participants should not be allowed to use headphones that contain microphones or components that cannot be disinfected.
9. Participants should not be allowed to bring non-essential personal items from home. This includes but not limited to; electronics, toys, stuffed animals, blankets, pillows etc.
10. Proper handwashing posters should be posted in every area where hand washing is possible.
11. Consider updating legal waivers to include COVID-19 illness or exposure. Check with your legal council to update each individual program's waiver.

All facilities should have access to the following supplies (if possible);

1. Facial tissue
2. Paper towels
3. Children's surgical masks
4. Adult surgical masks
5. Face shields for health screeners
6. Gloves in various sizes
7. No touch thermometers
8. Hand soap
9. Hand sanitizer; minimum 60% ethyl or 70% isopropyl alcohol
10. Disinfectant wipes
11. Paper gowns
12. EPA approved disinfectant
13. Touchless trash receptacles

Signs Needed:

1. Hand Washing: <https://www.cdc.gov/handwashing/posters.html>
2. Post signage at each public entrance of the facility to inform all employees and customers that they should: avoid entering the facility if they have COVID-19 symptoms; maintain a minimum six-foot distance from one another; sneeze and cough into a cloth or tissue or, if not available, into one's elbow; wear face coverings, as appropriate; and not shake hands or engage in any unnecessary physical contact.
3. Signage posting a copy of the Social Distancing Protocol at each public entrance to the facility.

Staffing

1. Refer to State guidance CALOSHA standards as posted at <https://www.dir.ca.gov/dosh/coronavirus/General-Industry.html>

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Further Guidance

1. Applicable State Industry Guidance documents at www.covid-19.ca.gov.
2. CDC Guidelines for Childcares, Schools and Youth Programs at <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/index.html>.