

General Information - Covid -19 Adaptations.

This policy contains guidelines added safety precautions and protocols in response to the Covid-19 Pandemic for the purpose of protecting participants visiting Angelic Organics Learning Center. The On Farm Education Program has numerous policies and procedures. In light of the urgency of the situation general information on Covid -19 is being provided. It is the expectation that staff will apply this information in multiple situations in addition to the policies and procedures for specific program areas.

Conditions for Suspension of participation of camps, programs and field trips.

1. If **two or more** children or staff succumb to **sudden illness** including the symptoms of the Covid -19 Virus and the Illinois Department of Health (IDPH) is called as is required and they direct Angelic Organic Learning Center staff to close the site.
Rockford Region IDPH contact number: (815) 987-7511
2. Staff members call in sick or do not pass the morning Covid -19 screening and are immediately sent home leaving the **site improperly staffed**. If replacements cannot be found then the program should contact parents and move toward an early suspension of programs.

NOTE: All participants and staff will be screened daily for symptoms such as fever and required to answer survey questions concerning their health status.

3. **National, State or County governmental bodies** close youth programs to protect The health of the public.

Program Sites/ Facilities

General Information

1. Overnight camp or Day Camp will be hosted in two completely separate sites once participation numbers **exceed 15 persons**, with two completely separate cohorts or Family Pods of campers and staff. For Overnight Camp campers can choose between tent camping based at the South campus or the lodge facilities on the North campus.

2. **Abide by all** Illinois Department of Public Health, Boone County Health Department and American Camp Association(ACA) **guidelines** will be followed.

ACA Link

<https://www.acacamps.org/resource-library/coronavirus/camp-business/camp-operations-guide-summer-2020>

IDPH Link Insert Phase 4 Illinois Department of Health Guidelines when available.

Boone County Link Insert Phase 4 Boone County of Health Guidelines when available

Continued General Information

3. Frequency of Sanitation of the Program Site All frequently touched surfaces will be sanitized **every 2 hours**. Bathrooms will be cleaned and disinfected regularly (e.g., in the morning and evening, after times of heavy use) using EPA-registered disinfectant from the **N List**. All other surfaces will be disinfected at least once daily. A **dedicated staff person** will be hired or designated by day to clean, sanitize and disinfect camp facilities, tools, and shared supplies..

Specific Information

1. Hand Washing Stations- At least one working Handwashing Station per site will be present, routinely sanitized and have appropriate supplies. Each station must have anti bacterial soap in a pump bottle, paper towels and a waste basket. Social distancing should be maintained when using the Handwashing Station.

2.Touchless Water Bottle Refill Station- At least one working Water Bottle Refill Station per site will be present, routinely sanitized and have appropriate supplies. Social distancing should be maintained when using the Handwashing Station. **A staff should be present to assist with refills.**

3.Wellness Station(s)- At least one working Wellness Station per site will be present, routinely sanitized and have appropriate supplies. Each station must have anti bacterial soap in a pump bottle, paper towels, a waste basket, access to a private bathroom, a cot, fan, access to a biohazard kit and a touchless thermometer. **South**

Campus- Wellness Center Tent set up in a shady spot close to the outdoor bathroom at Workshop space. **Lodge North**

Campus- Wellness Center is a room in the south west corner in the lodge off the office.

Supervision- The Camp Director, Lead On Farm Educator or Designated Staff will stay with an ill camper to monitor their condition. If the camper or staff has a fever or is displaying symptoms associated with Covid-19 the person should be contained in the Wellness Station until transportation home can be arranged.

Cleaning after use - Health facilities for sick individuals will be closed for 24 hours after use and before disinfecting, when at all possible. If 24 hours is not feasible, the space will be thoroughly cleaned and disinfected before reopening for use by other individuals.

Review Contagion Policy in the Emergency Plan Binder located in Basecamp.

4.Shower Rooms- To be inserted in the event of residential camping open.

5.Dining Hall/ Food Service/ Culinary Demonstration (Lodge)(Gathering Space Picnic Area South Campus)

All meals and culinary sampling will be served outdoors unless adverse weather

conditions are present.

Indoor eating spaces will be maintained with **6' distance between campers**, and mask use will be enforced except when eating. For example, shared 6' tables will contain a maximum of 2 chairs, at opposite ends.

6. Kitchen (Lodge) Campfire Ring/ Propane Stove Cooking(South)

Food service employees and camp staff assigned to campfire cook will prepare, handle, and serve food **wearing PPE (mask and gloves)** at all times.

Food will be transported to South campus from the lodge in **dedicated** and **sanitized** containers. **Note:** The same standards above apply to food demonstrations such as ice cream making or any culinary demonstrations. **Note: All employees** cooking, serving or demonstrating preparation of food **must have a Safe Serv Food Service Certificate on file with AOLC.**

7. Air Circulation in Buildings (Lodge, Workshop) Increased air circulation within the Lodge will be implemented by opening windows and interior doors, except when doing so poses a safety or health risk (e.g., risk of falling or triggering asthma symptoms).

8. Storage for Cleaning Chemicals, Pre - Mixed Solutions . A location for storage of cleaning solutions and resupplies shall be determined. This storage area will be inaccessible to guests, especially children either by being in a restricted area which is monitored or behind a door or cabinet with a lock. Storage Area _____

Staffing Model for Camps

1. Healthy Staff are key to having the proper staffing model. If staff are feeling ill prior to the camp day (the evening before or first thing in the morning) quick notification of health status to your supervisor is essential. Staff will experience the same health screening as campers including a temperature check with a touchless thermometer and survey.
Anyone with a fever or showing symptoms of illness will be asked to return home so anything staff can do to be proactive is appreciated.
2. Campers will be grouped in a **consistent group called a Family Pod.** Family Pod assignments are for the entire length of the program; siblings will be assigned to the same camper pod.
3. A minimum of 4 adults are required for the camp unit or Family Pod. The Family Pod for **overnight camp** will consist of a Camp Director, Female Counselor, Male Counselor and Site Support Counselor responsible for routine sanitation.
4. A minimum of 4 adults are required for the camp unit or Family Pod. The Family Pod for **day camp** will consist of a Lead On Farm Educator, (2) On Farm Educators and Site Support On Farm Educator responsible for routine sanitation.
5. A Family Pod will consist of **14 campers** in addition to the staff. The ratio of camper to adult for activities will average **1 staff to 7 campers.**

6. A Family Pod for an adult or family program **will vary**, but there should not be more than 14 participants and at least 3 staff present.
7. Campers and Staff from the same Family Pod will be issued the same colored bandana to serve as a mask, to be your person at all times for Family identification purposes. Staff from other departments or from a campsite not on your campus are not considered part of the Family Pod. **If there is a reason to interact with non Family Pod Staff they must wear a mask**
Note: For adult or family programs participants will supply their own masks or be issued a mask and they will not receive a colored bandana which is only for camp programs.

Check In and Pick Up Model

1. Parent Check in / will be away from the Angelic Organics Learning Center Lodge and Gathering Space Campsite in stations set up of the entry parking lot.
2. Parents and siblings of campers that are not attending camp will remain in the car for the check in/ pick up process.
3. For adult and family programs check in one vehicle of participants at a time. While waiting for check in participants shall remain in their car.
4. Parents/Guardians will be assigned a specific drop-off time and pick-up time that will be staggered by camper Family.
5. Health Screening of campers will occur at the check in including a temperature check via a touchless thermometer, survey questions on recent health history and observation of symptoms connected with Covid -19. **Anyone with a fever or showing symptoms of illness will be asked to return home.**

Link to Health Status Survey

<https://docs.google.com/document/d/1qD80XUJcXxFvCCjPPwPseHuDRjIwZzbMxxrk60KfaaU/edit?usp=sharing>

Note: AOLC Staff or a Camp Nurse ask and record answers of the survey questions - Participants are **not to touch** pens, clipboards and paper. **AOLC staff must wear a mask and gloves** at the time of the Health Screening.

Vendors

Any and all vendors that must access camp for essential logistical purposes will be screened prior to their entry, and their contact with members of our camp community will be as limited as possible. Mask use will be enforced. This includes farmers that would supply the camp food.

Camper Orientation

1. Encourage campers to let a staff know right away if their **health status** changes and they begin to feel ill.
2. Explain the **Family Pod Model** and that campers will eat, play and do chores with those in their Family Pod **only**.
3. Campers **can not switch** Family Pods and must stay in the group they were assigned. For Overnight Camp they will receive colored masks to match the color of the staff members in their Family Pod.
4. Staff should cover **health tips** such as “Cover your Cough or Sneeze with your Sleeve”, proper handwashing techniques, social distancing (demonstrate what this looks like person to person) and no sharing food, drinks or water bottles. **Note:** Hand Washing will be **scheduled as a regular activity** (upon arrival; before meals or snacks; after restroom use; after each activity).
5. We **wear masks indoors** or when we cannot keep the required space for social distancing. (One situation when all campers and staff would wear masks is when the group would be together in Lodge Emergency Shelter in the case of a Tornado.)
6. Drinking water will not be from the water fountain. (Closed with a Bucket over the Top). Demonstrate the **Touchless Water Bottle Station**. Campers will be required to bring their own water bottle, and a touchless system for refills by campers will be established. Disposable water bottles will be provided for scenarios when touchless systems aren't possible
7. Campers only **play games with their Family Pod** and after each session we wash hands.
8. Use the **same garden tool, creek exploration net or art supplies** and **do not switch** with another camper. If a camper wants to use a different tool or supply they can ask staff to help them. The staff member can facilitate switching equipment by sanitizing the surface of the equipment handing the item to the camper.
9. **Social Distancing during Bathroom Breaks** **South**
Campus: Campers go up the stairs to the bathroom one at a time to their designated bathroom. There cannot be more than 2 people on the upper deck going into the bathroom or leaving the bathroom. Campers must wait for someone to come down before another person can go upstairs. While waiting in line maintain a spacing of 6 feet between campers . **Lodge:** For Bathroom Breaks during the day campers will use the bathrooms on the lower level of the lodge. There cannot be more than 2 people in the library or halls going into the bathroom or leaving the bathroom. Campers must wait for someone to come down before another person can enter the building from the patio. . While waiting in line to enter the building maintain a spacing of 6 feet between campers.

10. **Gloves**- Campers will supply their own work gloves, to be used only by that camper. Introduce Glove check which is when campers grab their gloves and wave them above their heads.
11. **Water Activities - No bathing or swimming allowed.** Do not sit or attempt to float or swim during the creek exploration.

Program Equipment

1. **Cleanable Surfaces.** Equipment with **smooth, hard surfaces** with **paint or coding not dissolved** by EPA approved Cleaners or Sanitizing Solutions can be cleaned after every use and used by multiple participants with proper precautions applied. The items are playground balls, frisbees, tool handles, paint brush handles, roasting skewers, pie irons, metal or wooden handles on fishing nets or fishing poles to name a few items.
2. **Playground Balls and Sports Equipment .** Playground balls and sports equipment will be cleaned after every use.
3. **Garden and Building Tools.** Tools and supplies will be individually assigned for the entire session when possible, and disinfected between uses when not possible by Camp Assistant. If a tool does not suit a camper switching tools can only happen with staff support including disinfecting in between use before reassignment.
4. **Paint Brushes or Carving Tools.** Tools and supplies will be individually assigned for the entire session when possible, and disinfected between uses when not possible by Camp Assistant or Resident Artist. If a tool does not suit a camper switching tools can only happen with staff support including disinfecting in between use before reassignment.
5. **Plates, Pans, Bowls** used for culinary sessions can be **properly cleaned**. However, there will be no sampling or sharing food from culinary classes from a common plate utensil. Food must always be served by a staff member with food service training. For meals disposable products will be used which are not cleanable items.
6. **Crayons, Pens, Pencils, Chalk do not have cleanable surfaces** due to dissolvable paper, lightly painted or small diameter cleaning surfaces. These items will be supplied in individual bags with the campers name on the bag or packet. These items are not to be shared amongst campers as everyone is to use supplies from their own bag.
7. Tableware, cups, plates are all **single use disposable** items.
8. **Hand Sanitizer** will be considered program equipment and a supply will be in staff backpacks. Hand sanitizer will be readily available, **carried by camp counselors**, and used when hand washing isn't possible.

Covid -19 Tracking Procedure

TBA- To be developed Organization wide.

Suggestion: Print(Hard Copy) and Scan(Electronic Copy) Participant list and place in a designated folder. In addition Print (Hard Copy) and Scan (Electronic Copy) the surveys for each program then place them in the same folder as the Participant list.