



FOR YOUTH DEVELOPMENT  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

## **CAMP FARMINGTON VALLEY COVID-19 GUIDELINES**

### **Drop Off and Pick up Guidelines:**

A new drop off and pick up procedure has been implemented this summer to ensure the safety and health of all campers, staff and members.

Parents/Guardians should drop off and pick up campers by car, curbside, only during the normal AM and PM hours. Our drop off and pick up location will be the same unless otherwise noted. If you are dropping off or picking up later, see Early Pick Up and Late Drop Off Procedure.

### **Camper Drop Off:**

- Upon entering the Farmington Valley YMCA (FVY), signs and cones will direct you to the small parking lot on the left side of the building.
- Staff will greet your car wearing gloves and a mask.
- The camper will exit the car for screening while the parent/guardian wait inside the car.
- Temperature will be checked with a non-contact thermometer and a few basic questions will be asked.
- Campers who have a temperature of 100 or above or other signs of illness will not be admitted to camp that day.
- Once a temperature check is complete and the camper is cleared, the staff will sign in the camper and document their temperature.
- The staff will notify the counselor to greet the camper at the car at which point the parent/guardian will leave.

### **Camper Pick Up:**

- Cars will pull up to designated spot in front of the main entrance of FVY.
- The staff will ask the parent/guardian for their name and for their photo identification.
- Parent/Guardian will let the staff know which camper/s is to be picked up.
- The staff will contact the camper's group and the camper will be brought to the car by a staff member.
- The staff will diligently watch for parent/guardian arrival to expedite pick up.

### **Late Drop Off:**

If you are dropping your camper off late to camp, please bring the camper **into** the FVY.

- The parent/guardian entering the facility is required to wear a mask.
- The camper will have a temperature check and health assessment.
- The welcome desk staff will notify the counselor that the camper has arrived

### **Late Drop Off (cont.)**

- If possible, those aged 65+ or those with serious underlying medical conditions should avoid drop off/pick up.
- If a parent/guardian has been exposed or is suspected to have been exposed to the Corona Virus, the parent/guardian should not drop off/pick up the child from the program. Instead, one of the emergency contact adults should be used.

### **Early Pick Up:**

If you need to pick your camper up early from camp, please notify us by email or phone to let us know what time your camper needs to be picked up.

- Campers can be signed out at the welcome desk or curbside to your car.
- Please call in advance of your departure so we can have them ready for your arrival.

### **Temperature Screening:**

All staff and campers will be screened daily for any observable illness, such as cough and to confirm a temperature of below 100 degrees Fahrenheit. A non-contact thermometer will be used and disinfected after every use.

### **Masks:**

- Campers do not need to wear a mask while in their group but when moving to different areas of our camp, we ask campers to wear one.
- Every camper will be provided one buff (mask) on their first day for the summer. We recommend that your camper write their name in the buff and keep it in a zip lock bag in their backpack.
- All summer camp staff will be wearing a mask.

### **Sick/Isolation Room:**

Camp Farmington Valley (CFV) has identified an isolation room or "sick room" in our facility should any camper develop an elevated temperature or become ill. If a camper becomes sick, we will notify the parent or guardian immediately and ask for the camper to be picked up as soon as possible. While waiting for the parent/guardian, a CFV staff member will stay with the camper. We ask that parents/guardians identify two emergency contacts on their camper's paperwork.

### **Report of an Outbreak:**

If a camper or staff member at CVF is diagnosed with Covid-19, leadership staff will notify families and staff that may have been exposed. There will be immediate cleaning and disinfection of areas of camp in accordance with CT State Guidelines. All campers and staff members involved will be asked to quarantine for 14 days.

### **Group Sizes and Separation:**

- Per the Office of Early Child Care; camp groups will be 1 counselor for up to 10 campers. Preschool and Kindergartners will still maintain a ratio of 1 counselor for 6 campers.
- Once a camper enters camp, they will stay with their assigned group for the entire day. Unfortunately, campers will not be able to interact with any campers in other groups.

**Assemblies and Large Group Games:**

- In order to maintain social distancing between groups, all large group games have been put on pause. Opening and closing assemblies will take place in our back field while maintaining appropriate group separation.

**Family Night and Field Trips:**

- For the summer of 2020, all family nights and field trips have been cancelled.
- We are exploring entertainment options for the campers.

**Pool, Free Swim and Swim Lessons:**

- We are following the State of Connecticut and Governor Lamont's instructions for pools.
- Step 1 does not allow swim lessons with an instructor so they will not be offered.
- We will be offering free swim twice a week for each group.
- All campers will be swim tested. If a camper does not pass the yellow or green YMCA Test. Mark. Protect they must wear a U.S. Coast Guard approved life jacket or personal flotation (U.S Coast Guard approved puddle jumper).
- Due to the quantity and cleaning of our equipment we are encouraging families to bring their own life jacket or personal flotation device.
- We recommend your camper be in their bathing suit when they come to camp. Please pack an extra change of clothes.

**Climbing Wall and Gymnastics Area:**

For the first stages of our reopening, our climbing wall and gymnastics area will be closed to summer camp. We will re-evaluate as the summer goes on and keep families updated on any changes.

**Archery Equipment:**

- Upon Arrival to Activity:
  - Counselor will sanitize all bows and arrows with disinfectant spray and dry.
  - Each camper will sanitize their hands upon arrival.
- Social Distancing Precautions/Procedures/Provisions During the Activity:
  - Limit one group of 10 at the range at a time
  - Campers are instructed to only pick up their arrows on the range
    - Between usage counselor will wipe down handles of the bows
  - Cleaning/Sanitizing at the Conclusion of the Activity:
    - Following activity, counselor will disinfect all bows and allow to air dry prior to being put away.

**Arts and Crafts:**

- Campers use mounted hand sanitizer and/or hand washing station outside arts and crafts area
- No more than 10 campers allowed in arts and crafts at a time.
- A counselor will distribute all supplies to avoid handling by campers.

- When a camper is finished using a tool or art supply, the staff will wipe it down with sanitizing wipes before storing it properly.
- All surfaces such as tabletops, chairs, door handles, picnic tables, floors, tools/equipment etc. will be treated appropriately with Clorox wipes, disinfectant spray or electrostatic cleaning solution.

### **Cancellation and Refund Policy:**

If the camp closes at any time due to the Covid- 19 virus, families will receive a full refund including their deposit.

- If a family cancels their session at least one week prior to their start date, the family will receive a full refund including their deposit.
- If a family cancels their session within the one-week start date, a refund minus the deposit will be issued.

### **Cleaning and Disinfecting:**

All PPE, including gloves, required for cleaning and disinfecting at camp will be provided. Procedures followed will be in accordance with the State of CT Guidelines and the Greater Hartford YMCA.

- Staff will wear disposable gloves and approved PPE for all tasks in the cleaning process, including handling trash. Gloves will be compatible with the disinfecting products being used.
- Gloves will be removed carefully to avoid contamination of the wearer and the surrounding area. Staff will wash their hands thoroughly after removing gloves.
- Gloves will be removed after cleaning a room including the isolation room.
- Staff will immediately report breaches in PPE such as a tear in gloves or any other issues to their supervisor. All staff will wash hands often, including immediately after removing gloves.
- Additional PPE may be required based on the cleaning/disinfectant products being used and will be available.
- Reusable (washable) clothing will be laundered after use using gloves.
- Staff will complete a cleaning checklist for each area, including time and signature for verification. The checklist will include but not be limited to cleaning frequently touched surfaces such as tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, sinks, etc. Soap and water, cleaners and EPA-registered household disinfectant will be used.
- Alcohol solutions with at least 70% alcohol may also be used.
- Dual Blend- 19, provided by the FVY, will be used to disinfect all areas of camp.
- All equipment will be properly disinfected after use.
- Manufacturer's instructions for **all** cleaning and disinfecting will be followed.

## **Lost and Found:**

In response to the COVID-19 pandemic, Greater Hartford YMCA is limiting items held in lost and found for no more than one week after which all items will be donated or discarded. We want to be mindful of safe storage space and minimize exposure of staff and campers. As such, camp will only hold the following items:

- Jackets / Sweatshirts
- Prescription glasses, durable medical equipment, prescription medication
- Shoes (not water shoes or sandals)
- Backpacks for no longer than two days after the session is over.

Please note that these items will be held at the discretion of camp staff. Items that are soiled, damaged, or otherwise deemed unsafe to store will be disposed of.

The following items will not be stored: socks and underwear, all toiletries and toiletry bags, all swim gear including swim suits and goggles, hats, t-shirts, pants, shorts, pajamas washcloths and towels, water shoes including sandals, water bottles, sunglasses, flashlights and headlamps, toys, cameras, arts and crafts projects including tie dye.

Daily clean up will help campers maintain their belongings and help staff identify misplaced items during the camp session. We highly encourage parents to label all items with their camper's name. Many items look similar and it can be confusing for both staff and campers.

As a reminder, please do not send your camper with anything that is irreplaceable. Things like jewelry or favorite stuffed animals can be lost or damaged. Electronics, including phones, are not permitted at camp. Phones may not be used at camp and will be confiscated and returned to families. Camp is not responsible for any lost, damaged, or stolen items—including confiscated phones.

## **Further Notes:**

- Please contact the camp office by email ([campfvvy@ghymca.org](mailto:campfvvy@ghymca.org)) or phone (860-653-5524) to arrange a time to discuss any questions or concerns

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