



COVID-19 SAFETY PLAN AND OPERATING HANDBOOK 2021

These are protocols and procedures to ensure the safety of our campers and staff.

This document is evolving and subject to the ongoing review by the Bucks County Department of Health as well as all other governing entities.

This handbook has been developed with guidance from the American Camp Association.

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BACKGROUND

We don't need to tell anyone how COVID-19 has upended practically every part of our society. Summer camp is no different. Briarwood will run differently than it traditionally does in order to meet the challenges of the pandemic.

In 2020, the American Camp Association (ACA) along with YMCA of the USA retained a company called Environmental Health & Engineering, Inc. (EH&E) to offer guidance and help camps regarding COVID-19 and best practices for camps to open and operate in a safe and healthy manner. Following that consultation, the EH&E issued the Field Guide for Camps on Implementation of CDC Guidance. The ACA and YMCA continue to work with EH&E and the Field Guide continues to be revised as circumstances change and knowledge expands.

Briarwood follows the laws and regulations set forth by Bucks County, the Commonwealth of Pennsylvania and the United States governments. These laws and regulations change as circumstances change and knowledge expands.

Accordingly, we expect that this Safety Plan and Handbook will evolve as well.

LESSONS FROM 2020

Day camps safely and successfully operated in 2020. These camps focused on the following principles:

1. Promote healthy hygiene
2. Greater cleaning, disinfection and ventilation
3. Physical distancing
4. Limited sharing
5. Increase monitoring of camper and staff health
6. Decrease group sizes and limited group mixing
7. Keep groups separate from each other
8. Restrict parents, guardians and non-essential visitors from camp

BEFORE SUMMER 2021 BEGINS

Guidance from federal, state and local governments as well as the American Camp Association continues to change. We are monitoring developments.

We do not anticipate that all campers will be vaccinated before the summer begins. We have strongly encouraged but cannot require our staff to be vaccinated as a requirement for working at camp. We believe that the overwhelming majority of our staff will be vaccinated.

Please identify if your child is at higher risk for complications related to COVID-19 due to medical issues such as diabetes or asthma (the CDC has a more comprehensive list here:

https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/people-with-medical-conditions.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fneed-extra-precautions%2Fgroups-at-higher-risk.html) Please consult with your child's

medical provider to assess his/her risk and determine if attendance is advisable. Effective May 2020, the DOH requires that "immunosuppressed children or children with serious underlying health

conditions should have a note from their family doctor attesting to the individual's ability to take part in a summer camp under current conditions."

COVID-19 SCREENING AND TESTING DURING CAMP

There is currently no reliable COVID-19 instant test. It is unrealistic that all campers and staff will restrict all contact with the outside world with the exception of traveling to and from Briarwood. PLEASE TAKE PRECAUTIONS AND ACT RESPONSIBLY OUTSIDE OF CAMP!

HEALTH CENTER AND HEALTH PROTOCOLS

We need your help. PLEASE DO NOT SEND YOUR CAMPER TO BRIARWOOD IF HE OR SHE IS SICK OR IS SHOWING ANY SIGNS ASSOCIATED WITH COVID-19. Here's a link to the CDC's guidance on the issue: <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>

Now more than ever, we need every camp family to complete a health form for each camper well before camp starts. If you haven't already done so, please go to <https://www.briarwooddaycamp.com/current-families/> and select FAMILY LOGIN to complete your health forms (and permission to medicate, if applicable).

During camp, we will have a tent outside of the health center where we will do intake and an initial assessment of all health issues (injuries and medications as well as sickness). Based upon medical needs, campers will be treated outside, will go inside the nurse's office or will go to a designated quarantine area.

We will ask camp families to immediately pick up any camper who develops a fever during the day. Likewise, any staff member who develops a fever will leave camp as soon as possible.

If your camper is diagnosed with COVID-19, please let us know right away. Likewise, any staff member diagnosed with COVID-19 should let us know right away.

HYGIENE

At the beginning of camp, we will teach campers:

1. How and when to effectively wash and sanitize hands:
 - a. Before eating food
 - b. Before and after activities
 - c. After being in contact with someone who may have been sick
 - d. After touching frequently touched surfaces
 - e. After using the bathroom
 - f. After using common items such as sports equipment or craft supplies
 - g. After coughing, sneezing or blowing nose
 - h. We'll make sure that they know that, when washing hands, water temperature is not important, that anti-bacterial soap will not be more effective than regular soap and that soap and water is more effective than alcohol-based hand sanitizer, especially if hands are visibly dirty or greasy.
<https://www.forbes.com/sites/jvchamary/2020/07/31/coronavirus-soap-vs-sanitiser/?sh=637572cf5764>

2. How to practice physical distance in various settings
3. Coughing etiquette (THE ELBOW!)
4. When to wear masks (see below). No matter what, your camper should have at least one mask stored at camp and should bring one mask to camp each day.
5. How to fill cups or refill their refillable water bottles (our water fountains will be turned off and we will have hands-free filling stations).

MASKS

We anticipate that most if not all of our staff will be vaccinated before camp starts. We anticipate that relatively few of our campers will be vaccinated while camp is in session. Below are our masking protocols for Summer 2021.

- Within their group (for example, first grade boys or fifth grade girls – see grouping explanation below), campers and their bunk counselors will not need to wear masks when they are outside.
- Within their group, campers and their counselors will need to wear masks when they are inside (for example, in the art room, the bunk's cabin or in the dining hall before they begin eating).
- If campers are involved in an activity with another group and they are outside and within six feet of each other, they will wear masks. If they are farther than six feet from each other, they will not need to wear masks. (This bullet point principally addresses before and after care.)
- If campers are involved in an activity with another group and they are inside, they will wear masks. (This bullet point principally addresses before and after care.)
- Specialists working with campers outside will need to wear a mask if they are within six feet of children.
- Specialists working with campers inside will need to wear a mask.
- No one will be prohibited from wearing a mask outside unless it is unsafe to do so.
- For transportation involving multiple households, all drivers and passengers will be masked. Drivers will open all windows to increase ventilation (see transportation section below).

CLEANING

1. Communal spaces will be cleaned and disinfected daily
2. Outdoor wooden surfaces such as play structures or tables will be cleaned according to standard camp practices.
3. There will be more hand sanitizer available around camp. We will emphasize to our campers and staff the importance of frequent handwashing. We will instruct our counselors to make regular handwashing part of each bunk's routine.

BUNK SIZE, GROUPING AND ACTIVITIES

We will continue to group our campers into bunks by grade and gender. As we have done in the past, the first grade boy bunks will share a cabin, the first grade girl bunks will share a cabin, et cetera.

All cabins will have all screens/windows open to maximize air flow. We will limit the number of people permitted in any particular cabin at one time to the amount set forth in DOH and other regulations.

We will install a 40' x 80' tent outside of the Dining Hall so we can have increased eating capacity allowing us to feed our campers and meet the distance requirements between groups at meal time. We also have the picnic area if needed.

We are modifying the camp day schedule from eight periods to nine periods and we are making other scheduling adjustments to lessen the bather load at the pool at any particular time.

We will adjust other large activities. By way of some examples:

- The “Lower Camp Crazy Hat Day Parade” will proceed differently,
- Lower Camp and Upper Camp Bunk Shows will still happen but there will be no visitors.
- The Busy Bee Show will be done by individual bunk performances (again, no visitors).
- Halloween in July, Carnival, Color War and more will happen but they will be done in ways that limit mixing between groups.

Swimming – There is no current evidence that COVID-19 can be spread to people through the water in the pool. Swimmers will not be masked. We will observe cleaning protocols outside the pool and will maintain cohorts and distancing protocols inside and outside of the pool.

CIT and Super CIT programs – Different than in years past, this summer CITs and Super CITs will either spend the entire week with their peers or they will spend the entire week with a younger bunk. They will not spend part of their day with a younger bunk and part of their day with their peers. We will have a full complement of activities scheduled for our CITs and Super CITs each day. Off-site trips are scheduled but suspended. We will make an evaluation at a later date regarding whether any of these trips will occur. We will have special activities at camp for our CITs and Super CITs and have additionally purchased a projector and 18 foot screen for nighttime movies.

WHEN WE WILL CONTACT YOU REGARDING COVID-19 ISSUES

We will immediately contact you via phone if we believe that your camper is experiencing any symptoms of COVID-19 during the camp day. We will ask you to immediately pick up your camper and to get your camper tested.

Campers who are suspected to have COVID-19 will be masked and isolated from others at the health center and then moved to a separate quarantine location.

If your camper is in a bunk with any confirmed case of COVID-19, we will call you that day. Please know that, due to privacy issues, we will not be able to provide specific information about the identity of any camper or staff member with a suspected or confirmed case of COVID-19.

If your camper is in a bunk with the sibling of any confirmed case of COVID-19, we will call you that day. Please know that, due to privacy issues, we will not be able to provide specific information about the identity of any camper or staff member with a suspected or confirmed case of COVID-19.

We will not do further contact tracing. That job will be performed by trained staff (e.g. public health professionals, community health workers, trained volunteers) in connection with the Department of Health.

We will follow Bucks County and Pennsylvania guidelines regarding how long a camper or staff member must remain out of camp after being diagnosed with COVID-19. If no guidelines are issued, our policy

will be that any camper or staff member diagnosed with COVID-19 will be asked to stay home until he or she is:

- (1) 3 days past exhibiting any symptoms, and
- (2) at least 10 days after diagnosis, and
- (3) cleared by a physician to return.

We will follow Bucks County and Pennsylvania directions regarding how long contact traced individuals must remain out of camp. We will not make independent decisions about who will not be permitted to come to camp.

Briarwood will offer a credit of \$135.00 for each day that a camper is held out of camp by a governmental authority due to contract tracing. This credit will be eligible to be used in the Summer of 2022 only. This credit will not be redeemable in cash, even by Super CIT families whose campers will not be returning as campers in 2022. Briarwood will not issue a credit or refund to campers who are diagnosed with COVID-19 nor to campers whose families decide to hold them out of camp because of COVID-19 or any other reason but who are not ordered to do so by a governmental authority.

LUNCH AND SNACK

We will continue to serve lunch, fruit for dessert and a snack at the end of the day. We will adjust our program in the following ways.

First, the lunch area will be expanded. We will have a 40' x 80' tent set up with tables outside of the dining hall so that two groups of 50 can eat at one time, one inside the dining hall and one under the tent.

All lunches will be single serve, not family style. The menu will be similar to but a bit less expansive than our "traditional" summer menu. As in all other summers, we will have plenty of food and campers will still be able to get seconds. We will post our menu on Briarwood's website closer to the start of camp.

The snack at the end of the day will have a procedure in place so that our junior staff can pick up these items in a distant manner that is safe.

Our kitchen staff will be wearing masks and gloves and will be cleaning in accordance with the requirements of the Bucks County Department of Health.

TRANSPORTATION

We will provide transportation to and from camp. All drivers and passengers will be masked. All passengers will have their temperatures taken before they get into the vehicle in the morning. All vehicles will have windows open while passengers are in the car.

We will be unable to accommodate transportation grouping or spacing requests. If you choose to remove your camper(s) from our transportation, you will receive a credit of \$25 per child per full week. A camper's removal must be total in order to obtain the transportation credit.

BEFORE AND AFTER CARE

We will provide before and after care. We will follow local guidelines regarding masking and other distancing protocols for individuals of different cohorts interacting in the same area (see above). Before care begins at 7:30 am and ends at 6:00 pm.

RAINY DAYS

Briarwood has lots of covered space that is open air or screened so we can have an entirely planned out rainy day schedule when an occasional rainstorm passes by (although we must note that this juncture that, as an official policy, It Never Rains at Briarwood Day Camp™). However, during the pandemic, using our covered spaces for an entire day while trying to maintain social distancing may not be feasible. If severe weather is forecasted and it is necessary to close camp for the day, we will notify all camp families and staff via email by 8:00 pm the night prior. If camp is canceled due to forecasted inclement weather, camp families will receive a credit for one day after the second day that camp is closed.

OTHER BRIARWOOD EVENTS THAT HAPPEN OUTSIDE THE REGULAR CAMP DAY

We believe that, unfortunately, we will need to cancel Art Night, Ceramics Night, Sports Night, Nature Night and the Briarwood Overnighter because these events involve mixing kids from various age groups. We will wait to make a decision on whether we'll have Mini-Campouts (for those who don't know, Mini-Campouts are optional events which occur on different nights when bunks first grade and older stay for extra activities and dinner with a 6:45 pm pick up).

VISITORS TO CAMP

We will limit the number of people walking around camp. We will suspend our open visitation policy for 2021 and Briarwood will also not be open to visitors for any of our "big events" such as Bunk Shows or the Busy Bee Show. We will make these events available on video.

Non-staff drivers – in other words, parents and guardians driving their own camper(s) to camp - should remain in their cars at drop off and pick up. Our staff will come to the vehicle to pick up and greet children in the morning and will bring them to the vehicles in the afternoon.

We will limit visits from outside vendors.

TRIPS OUT OF CAMP

We will not be playing intercamp sports. As stated, we have booked some of our CIT and Super CIT trips but, frankly, we don't know if they will happen. We will keep our CIT and Super CIT parents posted about the trip schedule.