



COVID-19 PROGRAM ENHANCED SAFETY PROCEDURES FOR DAY CAMP

In addition to the health and safety standards typically implemented by the Recreation and Parks Department, we are implementing the following procedures:

It is still imperative for families to self-monitor participants prior to attending programs:

- If participant is sick, he/she should stay at home.
- A temperature of 100.4°F or above, participant will not be allowed at programs.
- Signs or symptoms of a respiratory infection, such as a cough, shortness of breath, sore throat, or a low grade fever participant will not be allowed at programs.
- If in the previous 14 days, the participant has had contact with someone with a confirmed diagnosis of COVID-19; is under investigation for COVID-19; or is ill with a respiratory illness; participants will not be allowed attend the program.

Ratio, Group Size, and Capacity:

- Space for children will be structured in a way that allows for social distancing guidelines.
- Ratio of 9 participants to 1 instructor.
- Ensure that participants and staff groupings are as static as possible by having the same group of children stay with the same staff. There will be no mixing between groups during the duration of the camp. Each group of 10 will use the same classroom throughout the day.

Program Guidelines:

- Staff are required to wear masks unless in an outdoor area where social distancing can occur. Masks for participants are highly encouraged, especially in the classroom. Masks will be made available to participants without a mask.
- To minimize contact during drop-off/pick-up, parents will remain in their vehicle and staff will do curbside sign-in and sign-out. Specific details will be explained for each camp location.
- Staff/Participants will wash hands frequently throughout the day with soap and water for at least 20 seconds and upon arrival to camp.
- Hand-sanitizing products will be made available.
- Staff/Participants will refrain from hand shaking, touching, hugging, or any other physical contact throughout the day.
- Cover coughs and sneezes with a tissue and throw the tissue away immediately.

Program Practices during Phase 3:

- Only staff necessary to maintain ratio compliance will be inside each classroom.
- Activities will remain in small groups of 10 or less including staff, or individual activities.
- Participant's belongings will be kept separate from others.
- Children will wash/sanitize hands upon entering and leaving a room, before and after eating, and will be separated at lunch time.
- Campers remain at least 6 feet apart.
- Outdoor activities are prioritized.
- Staff will clean and disinfect touched surfaces at a minimum for two hours per day (e.g., play equipment, door handles, sink handles) within the camp facility. Transportation vehicles will be cleaned and disinfected at a minimum twice daily and in between uses. At the end of each day, a final cleaning will take place to prepare for the next camp day. There will be no sharing of objects (e.g., art supplies, games). Any supplies shared among campers will be cleaned and disinfected before another camper has access to the supply.

Staff/Participants becomes Sick during Camp:

- Staff/Participant develops a cough, fever or shortness of breath, or temperature of 100.4^o will be sent them home. Human Resources and Recreation Supervisor will be notified. Additional action steps will be taken as required on a case by case basis.
- While waiting for a sick participant to be picked up, staff will stay with the child isolated from others. Staff will be required to wear additional PPE including gloves and goggles.
- If the child has symptoms of COVID-19 (fever, cough or shortness of breath), the staff will be instructed to social distance as safely as possible from the child.
- Staff/Participants must stay home until they are symptom free (no cough or fever and no fever controlling medications) for at least 72 hours. Human Resources MUST clear any employee to return to work and the Recreation Supervisor MUST clear any participant to return to camp.
- A thorough investigation will be completed for any situation that is identified. Both staff and participants will be notified accordingly and based on CDC guidance. This notification may require the shutdown of a specific camp for a period of time.
- If Participant tests positive for COVID-19, please notify Andrea Smaga, Recreation Supervisor, at 708.305.6304 immediately.
- In the event of a possible exposure or to report a positive diagnosis of a staff or participant, the Recreation and Parks Department will ensure open communication with families. The Village will also take any actions required by the CDC or local health agencies.
- The Recreation and Parks Department will stay informed about the COVID-19 outbreak and follow continued guidance from the CDC and local health agencies.

Program Practices during Phase 4:

- Updated guidelines will be communicated as Illinois moves into Phase 4.



Village of Orland Park Recreation and Parks Department Day Camp 2020 COVID-19 Reporting Agreement

I agree to notify Andrea Smaga, Recreation Supervisor, at **708.305.6304**, if my child tests positive for COVID-19 or has had an exposure. Your child's name will not be released; however, all camp parents and staff will be notified of the contagious illness.

Print Name of Participant: _____

Circle One: Buddies Camp Voyager Camp Adventures Camp

Print Parent/Guardian Name: _____

Signature of Parent/Guardian: _____

Date: _____