



## NovusWay Summer Camp Covid-19 Protocols (version 05.09.21)

### Preface

1. Protocols are active as of May 6, 2021, and are subject to be adjusted based on current conditions by the VP of Programs. NovusWay will place updated copies online at [novusway.org/summer2021](http://novusway.org/summer2021).
2. For these protocols, we define a fever as a temperature of 100.4 or above.
3. The program directors at Lutheridge, Lutheranch, Luther Springs, and Lutherock maintain the right to clarify this protocol specific to their site and program.
4. When the state or local health department guidelines are stricter than the protocol in this document, those guidelines shall supersede this document.
5. These protocols are based upon recommendations from the American Camp Association (ACA) and the Centers for Disease Control (CDC).
6. Campers, guests, or staff who do not adhere to these protocols after being informed of them may be asked to leave the site without a refund.

### Introduction

At NovusWay Camps, Lutheridge, Lutherock, Luther Spring, and Lutheranch, one of our foundational goals in the summer of 2021 is to provide a healthy and safe place for campers, guests, and staff can gather in community in God's good creation. To do this, we will work together to **arrive healthy** to camp, **remain healthy** while at camp, and **maintain healthy** environments for future campers and guests.

Our seven key strategies to achieve this goal are:

1. **Prescreening:** If there are measures campers and guests need to take before coming to camp or documents they need to sign off on related to health or contact before camp, we will inform you and provide you documentation at least two months before camp.
2. **Cohorts or "households":** Many of the ACA's recommendations are based on campers being assigned to specific cohorts or households during their time at camp. This is easy as the cabin group or adventure group is already central to our

campers' experience at our camps over the week. Interaction between cabin groups may be reduced to minimize contact and allow for easier contact tracing if a camper becomes ill.

3. **Contact tracing:** As a team, we are developing a contact tracing strategy that will allow us to quickly identify where and with whom campers and counselors were in contact while at camp. Suppose someone does become ill while on camp. In that case, it will allow us to quickly monitor those they were around and keep them separated from the rest of the camp if the situation warrants.
4. **Wearing a face-covering:** Universal face-covering use, especially indoors, is reported to reduce the risk of transmission by 80%. We also know that face-covering while at camp sounds no fun. We will work to define places where face-covering is most needed and impactful. And we will work to define opportunities during your camper's week when they can be safely face-covering free.
5. **Physical distance:** Within program groups at camp and between program groups, we will encourage appropriate six to nine-foot distance between campers. When this is not possible, or groups are inside, we will require face-covering.
6. **Safety culture:** The measures we incorporate will be a part of our summer staff orientation and a part of the learning and growing we do together at camp. This will be just one more way that, as a camp community, we put others' safety and care first.
7. **Maximizing outdoor programming:** We are an outdoor ministry. The safest place for all of us to gather during this pandemic is out in God's good creation. We will be looking at ways to move even more activity outside and maximize the fun!

## **Before Arriving at Camp**

### **Summer and year-round staff will arrive healthy at camp.**

1. Summer staff are strongly encouraged to receive a COVID-19 vaccine before they arrive at camp.
2. If summer staff cannot receive a vaccination before arrival, they should secure a negative COVID-19 test before arrival. They should then practice isolation and safe community engagement before their arrival.
3. Summer staff will receive a Self-Assessment Checklist to sign off on and submit when first arriving at camp.
4. Summer staff will be given an Assessment Checklist and have temperature taken at check-in,

5. During orientation, summer staff will practice the same health and safety practices as summer camp.
6. Summer staff will be thoroughly trained on summer camp protocols to keep themselves healthy, keep campers healthy and safe, and create a culture of wellness.
7. Year-round staff should remain home if they cannot pass a Self-Assessment Checklist.

### **Campers & Guests will arrive healthy at camp.**

1. Parents, guardians, church leaders, guests, and campers will receive an ARRIVE HEALTHY CHECKLIST in advance. This document will provide tips on ensuring they travel to and arrive at camp as healthy as possible. This resource will also have a Self-Assessment Checklist. Parents/guardians should be complete and sign off on before registration.
  - a. Suppose campers are traveling with groups or adults other than their parents or guardian. In that case, the adult bringing them to camp should conduct the Self-Assessment Checklist before leaving for camp and have the camper's parent or guardian sign off. If a camper does not pass the Self-Assessment Checklist, they should not be brought to camp and should not be in contact with campers who are coming to camp.
2. What to bring
  - a. Campers and guests should bring their own masks for wearing throughout the week. NovusWay Camps encourages wearing the following CDC-approved face coverings.
    1. Masks with two or more layers of washable, breathable fabric that cover the nose and mouth entirely with no gaps around the side. Masks should not have exhalation valves.
    2. A disposable medical procedure or surgical mask with two layers that cover the nose and mouth entirely with no gaps around the side.
    3. Gators made of two layers of fabric.

### **While at Camp**

#### **Staff will stay healthy while at camp**

1. Self-Care

- a. Staff should maintain self-care practices, including proper nutrition, getting enough sleep at night, and resting during time off.
2. Daily Assessment
  - a. Staff will complete a daily assessment checklist, including a temperature check.
  - b. At any point, staff who do not feel well should immediately notify senior staff or the program director.
3. Presence of Covid Symptoms
  - a. Staff who show Covid symptoms during the daily assessment will immediately be removed from the program and isolated from other staff/campers. The Program Director/Camp Nurse will assess symptoms.
  - b. Suppose leadership determines that Covid19 symptoms are present. In that case, symptomatic staff are required to leave camp and remain isolated until we can make arrangements for them to leave safely.
  - c. Staff with COVID 19 symptoms must get a COVID 19 test.
    - i. If the test is negative, the staff member will be allowed to return to camp after 48 hours with no symptoms. The staff member will be assigned for the remainder of the week to work with limited interaction with other staff and no interaction with campers.
    - ii. If the test is positive, staff will be allowed to return ten days after the first symptom appeared and at least 24 hours with no fever without fever-reducing medication and other symptoms are improving.
    - iii. If the test is positive, contact tracing measures will go into effect.
4. Interaction with Other Staff
  - a. Once family groups/cohorts are established for the week, staff will stay within their cohort for the week and not interact with staff outside of their cohort.
  - b. During daily breaks, staff should not interact with staff outside their cohort.
  - c. During larger gatherings, staff will follow the same interaction guidelines as campers (e.g., social distancing between family groups, masking when interacting with another family group).
  - d. Staff required to interact with multiple family groups (e.g., program directors or general duty staff not assigned to a specific area) will be masked for all interaction with groups when indoors or cannot maintain six feet of space.
  - e. General Duty Staff not living with campers or assigned a specific cohort/family group may be considered their family group. They will be

allowed to interact with each other following guidelines set for camper family groups.

5. Monitoring Campers

- a. Staff will do a daily assessment of campers in their family group, including a temperature check, and will monitor the health and wellness of their campers throughout the day.
- b. Counselors will log these assessments, and leadership will retain logs for the duration of the summer.

6. Caring for Symptomatic Campers

- a. Staff will ask campers who present with Covid symptoms to put on a mask and immediately sent to the nurse or program director for further evaluation. Suppose leadership determines that Covid Symptoms are present. In that case, the camper will be placed in isolation and monitored by a nurse or program director until staff can make safe arrangements for parents or guardians to pick them up.
- b. Staff caring for symptomatic camper will wear appropriate PPE, including mask and gloves. They will limit interaction with the symptomatic camper as much as possible.
- c. If a camper is symptomatic, the camper's family group will have closer monitoring for symptoms. Suppose the camper receives a positive test result. In that case, the camp will communicate with parents and guardians of campers in the cohort group and the local health department. The camp will not notify parents or guardians of campers not in the family or cohort group of a camper who tests positive unless contact tracing deems it necessary.

7. Cavalry & Volunteer Staff

- a. All cavalry or volunteer staff must be vaccinated before coming to camp.
- b. All cavalry or volunteer staff must follow summer camp protocols and sign off on a document to acknowledge their understanding of protocols.

## **Campers & Guests will stay healthy while at camp**

1. Arrival at Camp and What to Expect at Check-In

- a. Locations for check-in and registration will be located outside, weather permitting. During bad weather, staff will set up check-in locations in highly ventilated buildings.

- b. Upon arrival at a check-in location for campers, only one adult in the family or camper group should exit their vehicle and bring campers forward for check-in.
- c. Campers and adults should be masked and will have their temperature taken before entering the check-in area.
- d. Camper and adults in a family or group should maintain at least six feet between themselves and other groups.
- e. Only registered campers and staff will be allowed to enter cabins or living quarters. Parents and guardians will not be permitted to enter the cabin.
- f. Please do not arrive early. Staff will be preparing to welcome your child safely. There will be no one available to do pre-camp screening until the designated check-in time.

## 2. Cohorts

- a. Camp leadership will determine cohort guidelines based on the current phase. Phase details are in **Appendix A** of this document. Regardless of phase, some activities may have specific cohort guidelines.
- b. For these protocols, all campers and counselors are organized in **family groups** and **cohorts**.
  - i. **Family groups** are small groups that campers and counselors gather with, beginning with cabin groups or adventure groups. Family groups can be unmasked or gathered closer than physical distancing guidelines.
  - ii. **Cohorts** are larger groups with which campers and counselors can gather in some shared space. A cohort is at least made up of the program in which the camper is registered.
- c. The distance and masking implemented between **Family Groups** within a cohort are primarily to reduce transmission risk.
- d. The distance and masking implemented between **Cohorts** within a camp are mainly for contact tracing and minimizing outbreak.
- e. Cabin Groups / Adventure Groups – This grouping of campers and counselors will maintain a 1 to 8 counselor to camper ratio
- f. Chaperones attending camp with campers are asked to limit their interaction to a single cohort.

## 3. Masking

- a. Camp leadership will determine masking guidelines based on the current phase. Phase details are in **Appendix B** of this document. Regardless of phase, some activities may have specific masking guidelines.

- b. Regardless of phase, staff interacting with multiple program groups (e.g., program directors) will be masked when unable to maintain six feet of distance outside or interacting with groups inside for any reason.
  - c. Because they are interacting with multiple groups, C3ARE leaders and nurses will be masked when interacting with camper groups
  - d. If chaperones wish to interact with a different cohort (e.g., take pictures), they must wear a mask and maintain at least 9 feet of physical distance.
4. Distancing
- a. Outside of their family group, campers will maintain at least six feet of distance between themselves and other campers/staff.
  - b. Masks will be required if distancing is not possible (e.g., a lifeguard helping a camper put a lifejacket on).
5. Housing
- a. Whenever possible, a bedroom or cabin will house no more than eight campers and one counselor.
  - b. Counselors will instruct campers to sleep in positions that keep their heads as far apart from each other as possible, and beds will be spaced out as much as possible.
  - c. Where possible, when multiple bedrooms are under one roof, a housing unit will be limited to a single cohort.
  - d. General duty staff are housed separately from campers.
  - e. Housing units will have adequate ventilation, and when possible, windows will be left open.
6. Cleaning
- a. Increased cleaning protocol will be in place to prevent the spread of Covid19. Campers and staff may do cleaning as a part of daily activities, or it may be completed by general duty staff. Cleaning will be documented in cleaning logs.
    - i. Common areas (e.g., craft lodge, dining hall) will be cleaned and disinfected between groups.
    - ii. Frequently touched surfaces (doorknobs, light switches, etc.) will be cleaned and disinfected at least once daily.
    - iii. Restrooms in cabins will be cleaned once daily. Showers will be disinfected between use.
    - iv. Campers and staff will be encouraged to use restrooms in their cabins rather than shared restrooms. Shared restrooms will be cleaned and disinfected once daily or between groups in common areas such as craft lodge.

- v. Appropriate personal protective equipment such as gloves will be worn for cleaning and disinfecting.
- vi. All housing units will be cleaned and disinfected between groups.

## 7. Program Activities

- a. Activities that involve close physical interaction (e.g., gaga ball or challenge course) or shared supplies (e.g., crafts) will be limited to one family group or adventure group at a time. Shared supplies will be disinfected per CDC guidelines between groups.
- b. Multiple family groups from the same cohort may be at an activity area simultaneously (e.g., GIC course). However, they will not share program supplies and will maintain appropriate social distancing between family groups.
- c. Suppose more than one family group is participating in an activity that involves close physical interaction. In that case, all participants must wear a mask.
- d. Program staff outside of a camper family group who interact with campers during a program activity and must be within six feet of them must wear a mask. Campers will also wear a mask for this interaction.
- e. Waterfront/pool activities
  - i. Swimming will be limited to one cohort at a time. Within the cohort, campers should maintain at least one pool noodle's length away from campers who are not in their family group.
  - ii. Family groups will rotate through elements at the pool or the lake, such as the blob or slides.
- f. Off-Site Trips
  - i. Campers and staff will undergo additional screening before boarding any transportation.
  - ii. While traveling in a bus or van, all campers or staff should wear a mask. All campers/staff will wash or sanitize hands before and after entering the vehicle.
  - iii. When possible, only one family/adventure group will be in a vehicle. Suppose there are multiple family/adventure groups. In that case, all groups must be from the same cohort, and campers from separate family groups will not sit next to each other.
  - iv. When possible and safe to do so, operators should open windows before campers boarding. If not possible or comfortable to open windows, staff will set the ventilation system to high and will not

- recirculate conditioned air. Internal cabin air filters will be in place and changed regularly.
- v. Vehicles will be disinfected daily and between use by different groups per CDC guidelines.
  - vi. Staff will prohibit camper interaction with people who are not a part of the camp program (the general public).
  - vii. Campers and staff will be required to wear masks when in public places with other people or during activities being lead by outside staff (e.g., adventure guides).
  - viii. Staff will ensure frequent hand washing and sanitizing.
- g. Singing (including chanting and cheering)
- i. Campers and staff may only sing outside.
  - ii. Campers shall be masked and six feet apart for all singing.
  - iii. Singing in anything larger than a family group (e.g., cohort) requires permission from the program director.
  - iv. Campers and staff are encouraged to be creative and find ways to use musical instruments or have a small group sing rather than having an entire cohort sing.

## **During Time Off & Between Program Weeks**

### **Staff will remain healthy while preparing for campers & guests.**

1. Traveling Home
  - a. Staff who return home on weekends should use good judgment and not make unnecessary stops.
  - b. While home, staff should engage in low-risk activities (e.g., dinner outside in a small group of vaccinated guests) and limit community exposure.
  - c. If a staff member is knowingly exposed to Covid-19 or experiences symptoms while at home, staff should notify the program director before returning to camp to decide when it is safe to return.
2. Being in the Surrounding Community
  - a. Regardless of vaccination status, staff should wear masks when in the community (e.g., going to the grocery store).
  - b. Staff should avoid large group gatherings such as concerts and large, crowded indoor parties or movie theaters.
  - c. Staff should continue to maintain good health practices such as frequent hand washing.

- d. To minimize Covid-19 exposure, on-site weekend activities will be provided for staff, such as movie nights.
3. Extended time off
  - a. Upon return to camp, staff taking extended time off for family vacations, school commitments, or other personal reasons should follow the “arrive healthy at camp” protocols at the beginning of this document.
  - b. Staff are strongly encouraged to only participate in low-risk activities. However, suppose staff will knowingly be in large crowds or engaging in higher-risk activities. In that case, staff should let the program director know to make plans for appropriate staffing assignments upon return.
  - c. When possible, staff who have been on extended time off will be placed on general duty for a week upon return to minimize interaction with campers.
4. Self-Care
  - a. During time off, staff should practice appropriate self-care to arrive healthy and prepared for the next week of camp.
5. Testing
  - a. If summer staff are not vaccinated, they should secure a weekly negative test from a local clinic. Camp Program Directors will identify a specific testing vendor for summer staff. Staff will share proof of test results with a Program Director. The test should be completed on Friday or Saturday at the end of the camp week, with results returned by Sunday at the start of camp. Leadership staff will document and preserve test results.
    - i. If the staff person’s test comes back positive, staff will be asked to leave camp and not return until ten days have passed since the positive test.
    - ii. Suppose the staff person shows symptoms after testing positive. In that case, they must wait ten days after the first symptom and remain fever-free for 24 hours with no medication. Other symptoms of covid must be improving.

## Appendix A: Cohort Phases

- These phases will allow us to shift throughout the summer based on the safest for our campers and the conditions which allow the best camp experience.
- Camper families and all guests will have their week’s phase communicated to them in an email sent out the Thursday before their week at camp. It will also be posted online at [novusway.org/summer 2021](http://novusway.org/summer 2021)

1. A family group consists solely of a cabin/adventure group.
2. Family group extended to include 1 to 2 other cabin/adventure groups within their program to create a small cohort.
3. The family group becomes a cohort of the entire program group your camper has registered for at camp.
4. Program groups are matched with other program groups to form a larger cohort that can more freely interact with each other at camp.
5. No need for family groups or cohort designations to maintain a high level of health and safety for campers, staff, and guests.

## **Appendix B: Mask Phases**

- These phases will allow us to shift throughout the summer based on the safest for our campers and the conditions which allow the best camp experience.
  - Camper families and all guests will have their week's phase communicated to them in an email sent out the Thursday before their week at camp. It will also be posted online at [novusway.org/summer 2021](http://novusway.org/summer2021)
1. All campers, guests, and staff are wearing masks at all times, except when sleeping and eating.
  2. Campers and their counselors can be unmasked when with their family group while outside. They are masked when inside with their family group except when sleeping and eating. Campers and counselors mask when both indoors and outdoors with other family groups.
  3. Unmasked with family group when indoors. Still masked at any time with other family groups.
  4. Family groups extended to larger cohorts consisting of other cabins/activity groups or their entire program group. Campers and counselors unmasked with larger cohort while outside. Campers and counselors masked while inside with larger cohort, except when sleeping and eating.
  5. Campers and counselors are unmasked indoors and outside with larger cohort. Still masked and distanced while indoors and outdoors around other large cohorts.