



Trailside Discovery Camp COVID-19

Community Mitigation Plan for Summer Camp Sites

Overview

Trailside Discovery Camp Programs operate in accordance with American Camp Association guidelines. The operating requirements listed below have been designed to mitigate community spread of COVID-19 in our programs. These requirements are based on CDC recommendations, state mandates, and best practices in the field. A copy of this Community Mitigation Plan and a full updated Procedures Manual is to be made available at every site.

General Preparedness & Planning	
COVID-19 Awareness & Education	<ul style="list-style-type: none"> ● All staff are to be trained and educated on the spread of COVID-19, symptoms, best practices, and the COVID-19 mitigation plan ● Each employee will receive a copy of the COVID-19 mitigation plan as well as the comprehensive procedures manual ● Policies and procedures will be updated weekly with the latest CDC recommendations, state mandates, and best practices ● Staff will be trained regularly on updates ● CDC information will be placed throughout the facility informing of the symptoms of COVID-19, how it spreads, and handwashing practices ● Signage will be posted at entryways stating clearly that any person with symptoms consistent with COVID-19 may not enter the premises

Physical Distancing Strategies	
Staffing and Cohort Grouping	<ul style="list-style-type: none"> ● Group sizes will not exceed 10 youth ● Each group will be assigned one staff member at a time to limit the number of staff interacting with youth ● Groups will not mix or intermingle ● The number of substitutes and leadership personnel engaging with youth will be limited ● Staff are to wash their hands before interacting with a new group of youth ● Visitors, volunteers, and special guests are prohibited
Physical Distancing	<ul style="list-style-type: none"> ● All youth and staff are to remain 6 feet apart from one another ● Age appropriate strategies are to be used when explaining physical distancing ● Cones will be used to create group spaces ● Painters tape, cones are to be used in hallways and in classrooms to promote the 6 foot distance ● When youth or staff are physically exerting energy, they are to remain 10 feet apart ● Physical activities are to only take place outdoors (most sites are outdoors) ● Daily schedules are designed to encourage youth to spend as much time outside as possible ● Program supplies are not to be shared between youth ● Each youth is to receive an individual packet of program/activity supplies ● In the event that equipment or materials must be shared, they are to be cleaned and sanitized before they are used by another youth



	<ul style="list-style-type: none"> • Driven field trips are not permitted at this time. • Walking field trips will include additional social distancing guidelines
Parent Drop-Off & Pick Up	<ul style="list-style-type: none"> • Parents are to arrive at site and remain in their vehicles • Staff are to conduct health screenings while youth remain in the vehicles • Parents are not to enter the facility • Youth will be escorted to vehicles at the end of the program day

Health & Safety	
Registration and Paperwork	<ul style="list-style-type: none"> • Registration must be weekly and will encourage parents to select multiple sessions of one program for the entire summer • Family registration paperwork and payment will take place electronically before youth are to attend program • Site paperwork will be submitted electronically
Health Screenings	<ul style="list-style-type: none"> • Youth in high risk groups will be required to provide a Dr.'s release. • Youth and staff are asked to take their temperatures before arriving at site • Any youth or staff who are ill and/or have respiratory symptoms and/or have a fever above 99.5 are not to enter the facility • Youth and staff are to undergo a health screening before entering the facility that monitors, temperatures, symptoms, out of state travel, and exposure to COVID-19 • Youth and staff must use hand sanitizer upon entry to the facility • Adequate staff will be available to conduct health screenings each day to minimize parent wait time. If program attendance necessitates, staggered arrival times will be established and communicated to families. • Screening staff are to take temperatures only if a thermal thermometer is available • Staff who are taking temperatures are to wear a face covering, disposable gloves • Thermal thermometers are to be thoroughly cleaned and sanitized between uses • All information gathered in a health screening is to be documented in a health screening log that is maintained at site • Staff and youth who are ill are not to return to site for 10 days since symptom onset and must go at least 24 hours symptom free, and 72 hours fever free • Staff and youth who have traveled out of state must abide by the 14-day quarantine mandate
Responding to illness	<ul style="list-style-type: none"> • Staff who become ill at work will be sent home immediately • An isolation area will be established at each program location to include appropriate PPE, sick mat, cleaning and disinfecting supplies • Youth who become ill at site will be immediately taken to the isolation area • Only one staff should interact with and conduct a health assessment of the child • Staff should wear appropriate PPE based on CDC and ACA guidance • Parents will be contacted immediately and must arrange for pick-up within an hour • Youth and staff illness will be tracked in a secure format and will be monitored • Youth and staff who become ill with COVID symptoms cannot return to program until the CDC recommended quarantine has passed or a healthcare provider has approved their return



<p>Preventative Handwashing</p>	<ul style="list-style-type: none"> ● Staff are to be trained on proper preventative hand washing ● Youth are to be educated in an age appropriate manner on proper preventative hand washing ● Youth and staff are to wash their hands upon entering the building, before and after eating, when transition from one space to another, whenever their hands become soiled, when handling food, after sneezing/coughing, when handling garbage, after using the restroom, and upon exiting the building, and at minimum every hour based on the program schedule
<p>Face Coverings</p>	<ul style="list-style-type: none"> ● All staff are to wear face coverings that cover their mouth and nose while at site in accordance with CDC recommendations ● Cloth face coverings are encouraged for youth participants, but will remain up to the discretion of parents ● If youth are unable to wear face coverings in a way that is safe for themselves and others, they will be asked to place them with personal belongings

<p>Cleaning and Sanitizing</p>	
<p>Personal Protective Equipment</p>	<ul style="list-style-type: none"> ● When cleaning & sanitizing staff are to wear disposable gloves and aprons ● Aprons are to be cleaned and sanitized at the end of each day ● Each staff is assigned their own PPE ● Each facility will maintain adequate cleaning supplies and PPE ● Weekly inventories of PPE and cleaning supplies will be conducted and replaced regularly
<p>Schedules</p>	<ul style="list-style-type: none"> ● All high touch surfaces are to be cleaned and sanitized several times throughout the day and at minimum hourly based on the established program and cleaning schedule ● Routine cleaning and sanitizing is to be confirmed by supervisors through a daily cleaning and sanitizing checklist ● Toys and program supplies/equipment are to be cleaned and sanitized before being used by another youth ● Program spaces are to be cleaned and sanitized after each use ● Soft surfaces, such as pillows and puppets, are not be used at site
<p>Safety</p>	<ul style="list-style-type: none"> ● All cleaning products are to be stored out of reach of youth

<p>Food</p>	
<p>General</p>	<ul style="list-style-type: none"> ● Meals are to be served in each groups space, not in cafeteria setting ● Youth and staff bring their own food ● Staff are to wash their hands before meals ● Youth and staff to wash their hands before and after eating



COVID-19 Exposure Response Plan

Below are the steps that will be followed by Trailside in response to actual or possible COVID-19 exposure within program based on CDC recommendations. Per OSHA and related sources, Trailside is identified as Medium Risk workplaces.

Actual Exposure: A youth or staff reports testing positive for the COVID-19 virus within the last 14 days of being present in program.

Possible Exposure: A youth or staff whom has been present in program within the last 14 days reports living with someone who has tested positive for the COVID-19 virus.

In the event of a confirmed COVID-19 case (someone who has been in program or the Trailside office) take the following steps:¹

- 1. Immediately notify local health officials, OSHA, and the Anchorage School District.** Health officials will help Trailside Discovery Camp determine a course of action for our program(s).

Anchorage Department of Health: 907-343-6718

OSHA Reporting: <https://www.osha.gov/recordkeeping/>

- 2. Close program for a minimum of 2-5 days.** This initial short-term closure allows time for local health officials to gain a better understanding of the COVID-19 situation impacting Trailside program(s). Local health officials will help determine appropriate next steps, including whether an extended closure duration is needed.
 - Discourage staff, youth, and families from gathering or socializing anywhere. This includes group child care arrangements.
- 3. Communicate with staff and parents.** Trailside will coordinate with local health officials to communicate closure decisions and the possible COVID-19 exposure.
 - Communication will include messages to counter potential stigma and discrimination.
 - No youth or staff names will be shared. It is critical to maintain confidentiality of youth or staff as required by the Americans with Disability Act.
- 4. Clean and disinfect the facility thoroughly.** All cleaning and sanitation will be coordinated with ASD and Municipality. At minimum Trailside will do the following:
Close off areas used by the individuals with COVID-19 and wait as long as practical before beginning cleaning and sanitizing to minimize potential for exposure to respiratory droplets.
Open outside doors and windows to increase air circulation in the area.
 - No staff will enter the facility or area for a minimum of 24 hrs.
 - After 24 hours, thorough cleaning and sanitation will occur based on the Trailside Discovery Camp Cleaning and Sanitation Procedures.
- 5. Program Leadership Team will assess all health and safety procedures, site operations, and the need for increased monitoring and/or training.**
- 6. Trailside Directors Team will assess program operations after any COVID-19 exposure event.**

¹ “Guidance for Childcare Programs that Remain Open,” CDC, April 8, 2020,

<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/guidance-for-childcare.html>



Activity Guidelines	
Boating	<ul style="list-style-type: none"> ● All campers will be assigned their own boat/paddle and lifejacket for the day <ul style="list-style-type: none"> ○ Campers are encouraged to bring their own lifejacket. ● Canoeing- campers will be assigned pairs and there will be a maximum of 2 campers per canoe ● If boats/paddle board are needed to be shared, the boat/paddle board will be sanitized between use. ● Social distancing modifications will be conducted
Biking	<ul style="list-style-type: none"> ● Most program require campers to bring their own bike <ul style="list-style-type: none"> ○ Campers will not share personal bikes ● For programs that include Trailside's Fat Tire Bikes, campers will be assigned a bike for the week. These bikes will be sanitized daily and between uses if shared. ● Social distancing modifications will be conducted ● Campers are encouraged to bring their own helmet <ul style="list-style-type: none"> ○ If campers borrows Trailside's helmet they will be sanitized between uses
Archery	<ul style="list-style-type: none"> ● All campers will be assigned their own equipment for the activity or week ● Social distancing modifications will be conducted ● Masks will be worn during this activity ● All equipment will be sanitized after use
Hiking	<ul style="list-style-type: none"> ● Walks and hikes will be single file with space between each hiker ● Pool noodles distancing might be used to help with younger age groups
Arts & Crafts	<ul style="list-style-type: none"> ● Each camper will be assigned their own equipment for the activity or week ● Supplies will be sanitized between groups or between sharing
Games	<ul style="list-style-type: none"> ● Active Games will be modified to include a 10ft between each person rule ● Sitting games will be modified to be played while being social distance spacing apart