



PHANTOM LAKE YMCA CAMP
Where kids are free to *just be*



2021 COVID-19 Procedures: Resident Camp

Hello from Phantom Lake! This past year we have worked tirelessly to understand the impacts of COVID-19 on our program and how to implement risk mitigation strategies that will best allow us to run programming at Camp in 2021. This handbook is a collection of best practices that has been informed by guidance provided by the CDC, the American Camping Association, local health agencies, and Camp's medical advisory committee to lower the risk of COVID-19 entering our Camp community and to limit the spread if it does enter our community.

While there is no way to completely eliminate the risk, camp is using the "swiss cheese" philosophy by incorporating various risk mitigation strategies to lower the risk of spreading COVID-19.

We hope this handbook will provide you with enough information about our practices to allow you to make an informed decision about whether to send your camper to Camp this summer.

We also know that the information surrounding COVID-19 continues to change and evolve. As such, this document is a living document. As new information changes and evolves, so will this handbook to reflect current information. Please see the edit date at the top for updates.

Camp will look and feel different this year, but we believe that our youth are not only craving, but need a Phantom Lake Experience in 2021.

To help prepare you and your campers for this summer, we ask that all staff, parents and guardians review this handbook with their campers.

If you have any questions specifically related to PLYC's procedures and COVID-19, please contact Phantom Lake YMCA Camp at (262) 363-4386 between the hours of 9 AM and 3 PM or email the team at office@phantomlakeymca.org.

COVID-19 Symptoms (Information taken from the CDC)

In adults: Fever (greater or equal to 100.4F) or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body ache, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, diarrhea

In children: Fever (greater or equal to 100.4 F), cough, shortness of breath, runny nose, cough, sore throat, vomiting, rash, nausea, diarrhea, loss of sense of smell or taste, muscle pain, headache, moody attitude, frequent crying, displaying signs of anxiety

Before Resident Camp

In order to lower the risk of COVID-19 entering camp, campers and staff will need to take additional safety measures leading up to camp. Please review the different guidance for vaccinated and unvaccinated staff and campers.

Vaccination Summary

As per the CDC guidelines once completing an approved COVID-19 vaccine and achieving maximum immunity (2 weeks post 2nd dose or single dose for Johnson and Johnson) you are not required to quarantine even if exposed to someone who is positive with the COVID-19 virus. Staff and campers who are fully vaccinated and can provide proof of vaccination before or upon arrival will not be required to quarantine if exposed to a positive case unless they develop symptoms. Proof of vaccination can be uploaded to your CampInTouch account. Due to vaccines not being currently available to everyone, not everyone at camp will be vaccinated. The CDC does strongly encourage everyone 12 years and older to get vaccinated. To locate a vaccine provider please use this link; <https://www.vaccines.gov/>

Testing for Staff and Campers

All unvaccinated staff or symptomatic vaccinated staff will be COVID-19 tested throughout the week at Camp. Testing of campers is not mandated however the CDC does have recommendations for COVID testing and travel specifically in relation to attending overnight camp. Please make yourself familiar with these CDC resources but please remember testing is just one part of the many precautions campers should be considering;



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[CDC Guidance for Operating Camps Link](#)

[CDC Travel Recommendation Link](#)

Self-Quarantine for Unvaccinated Staff and Campers

We ask that all unvaccinated staff and campers limit interactions to those inside of their family pod for 14 days prior to their arrival.

We ask that if they must leave the house, they wear masks when needed, wash their hands often, and maintain physical distancing.

We also ask other members of the household to uphold appropriate mask usage, handwashing and physical distancing during this two-week period.

Staff and participants should monitor for signs and symptoms 14 days prior to arrival to Camp. Additionally, we will be requiring all staff and participants to complete a pre-arrival questionnaire that will be sent closer to your arrival date. If you have questions regarding signs and symptoms, please contact your medical provider. If an unvaccinated staff member or camper exhibits COVID-19 symptoms in the 14 days prior to arrival, has a positive COVID-19 test, has COVID-19 symptoms on the day of their arrival or has been determined to be a close contact of someone who has tested positive for COVID-19, they will not be permitted to join us at Camp until cleared by a medical professional.

Drop Off

To limit potential exposure, we ask all parents and guardians and campers to wear masks at drop off regardless of vaccination status. Parents and guardians will be permitted to exit their vehicles to help unload the luggage and to say goodbyes but they must remain with the vehicle.

Personal Vehicle Drop off at Camp

On-site drop off at camp will look different in 2021. Please follow signs and staff direction to help guide you through the process. If you completed the pre-arrival questionnaire prior to arriving at camp it will expedite your drop off. Staggered drop off times will occur this year to spread out arrival times. If you cannot make the time slot below please email us at office@phantomlakeymca.org.

Drop off times on the opening day of the session:

<i>Staff Development Program Participants:</i>	11am
<i>Last Name starting with A-I:</i>	2.00-2.45pm
<i>Last Name starting with J-R:</i>	2.45-3.30pm
<i>Last Name starting with S-Z:</i>	3.30-4.00pm
<i>Session B Mag 7&8s:</i>	2.00-2.30pm Wednesday

Below are the different steps of the drop off process

Step 1 Health Screening

Camp staff will ask for your completed pre-arrival questionnaire. If you have completed the questionnaire, staff will administer a touchless temperature check. If the questionnaire is not complete, staff will ask symptom screening questions. If the camper is symptom free and has a temperature below 100.4 degree you will be able to proceed to step 2 of drop off. If you do not pass the symptom or temperature screening you will not be permitted to enter camp.

Step 2 Medication Drop Off

Please have all medication in a labeled clear ziplock bag ready for a seamless drop off with our health care staff. If you do not have medication to drop off please proceed straight to step 3 of drop off.

Step 3 Camper and Luggage Drop Off

Campers and their luggage will be unloaded with the assistance of camp staff. Campers can say their final goodbyes and will then be escorted to their camp unit bubble group with their luggage. Before campers can join their unit, a lice inspection will be conducted by staff. If lice are present, the camper will not be permitted to stay at camp and parents will be contacted for immediate pick up.



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Pick Up

Pick up will occur in the same area as drop off.

Pick up times for all resident campers excluding session A Mag 7&8s are:
Saturday morning between 9.15am and 10.15am

For Session A Mag 7&8s pick up times is Wednesday between 11.30am-12.00pm.

During Camp

In order to lower the risk of the transmission of COVID-19 in Camp, we have adjusted our camp procedures, policies, and lowered our capacity. We may need to change any or all of these procedures as we adapt to the latest data and guidance from public health officials.

These expectations will be announced to all campers during the first days of camp and throughout their time at Camp as needed.

Bubble Groups

This year at camp groups will be divided into a number of unit bubble groups. We aim to limit bubble group sizes to less than 30 campers whenever possible. The unit bubble consists of 3 tent groups where the campers will participate in camp activities together but will remain separate from other unit bubbles around camp. The only time this separation will not apply will be during restroom time and emergency situations. The implementation of this bubble group system will allow camp to operate in a way that allows camper interaction but ensures that should COVID-19 enter camp it can be contained. This will allow the rest of camp to continue operations whilst also allowing fast and effective contact tracing to occur.

Regular eating areas will be divided into bubble groups to reduce close contact exposure. Free choice activities (formally Specialties and Free Time) will happen on rotating schedules within each bubble group this year. Any large camp activities that occur will ensure social distancing is maintained between bubble groups. Shower times will be divided between bubble groups to help reduce intermingling in bathroom areas as much as possible.

Daily Symptom Checking

Every day our health care staff will perform temperature checks of all staff and campers using touchless thermometers and ask screening questions for COVID-19 symptoms. Anyone with symptoms will be removed from their group pending an onsite medical evaluation.

Testing for Unvaccinated Staff

Camp has partnered with North Shore Laboratories to administer onsite testing of staff. At this point in time all unvaccinated staff will undergo COVID testing several times per week. The frequent testing will allow us to identify and minimize the impact of COVID-19 at camp.

Mask Wearing Policy

In order to contain possible exposure and spread of COVID-19, Camp will be requiring the use of [facemasks](#) with two or more layers that cover both the nose and mouth. Staff and campers will be required to wear masks when inside of any building regardless of vaccination status. Campers and staff are also welcome to wear a mask whenever they choose. Below are exemptions to the mask requirements.

Masks will **not** be required when:

- Campers are outdoors and able to socially distance.
- Campers or staff are inside their own tent.
- Campers and/or staff are seated at their table and eating.
- Campers and/or staff are taking showers or brushing teeth.



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Cleaning, Handwashing & Sanitization Procedures

Camp has also increased our cleaning processes. Our cleaning processes follow current recommendations of the Centers for Disease Control and Prevention (CDC) and the Wisconsin Department of Health. The increased cleaning

processes are not just for reducing COVID-19. It will help to reduce the spread of many nasty viruses and infections that may enter camp.

Cleaning around Camp is a two-step process: Cleaning and Disinfection. Cleaning entails washing with detergent and water to remove dirt from a surface. Once a surface has been cleaned, disinfection with an approved disinfectant is performed. In some areas around the property, campers will notice staff performing different levels of cleaning as determined by the specific area's frequency of use. Expect frequently touched surfaces, washhouses, restrooms, and shared spaces to be cleaned and disinfected a minimum of twice daily.

Handwashing continues to be a very important risk mitigation step as it helps stop the spread of germs. In addition to the lavatory sinks, found in all restrooms around Camp you will find hand sanitizer in all tents, building entrances and activity areas.

Staff will ensure hand washing or sanitizing takes place when moving from one area of camp to another.

Meals and Mercantile

Prior to meals, all campers will be instructed to wash their hands with soap and water or to utilize hand sanitizer as appropriate. Tents will eat together outside whenever possible or they will eat in their bubble groups assigned indoor areas in poor weather. Staff will be responsible for collecting the group's food to ensure campers have limited interaction with the kitchen staff. The Mercantile will be made available to campers to purchase snacks and merchandise.

Program Areas

Camp will apply many of the mitigation strategies described above to our program areas at Camp. In general, here are some modifications your camper may encounter at program areas:

- Washing or sanitizing hands prior to the start of an activity.
- Participating within bubble groups.
- Maintaining physical distancing and mask wearing as needed.
- Games will be modified to limit interactions like holding hands, linking elbows, etc.
- Equipment will be sanitized between bubble group use as required.
- Washing or sanitizing hands following the end of an activity.

Inside the Platform Tent

While inside their tent, campers, SDP, and staff do not need to wear facemasks unless they choose so. Campers in bunk beds will be required to sleep in opposite directions. (Head to toe)

Every tent will be equipped with a sanitization kit, first aid kit and hand sanitizer.

Shower Time/Restroom Use

Restrooms will be available for use when nature calls. Shower times are allocated to each bubble group to reduce exposure. Campers and staff will wear masks upon entering the building and all campers and staff will wash their hands after using the bathroom. Increased cleaning and sanitizing of restrooms and shower blocks will take place at a minimum of twice daily.

Holdovers

Campers staying over the weekend will be kept in their bubble groups. If parents are needing to visit over the weekend, please contact the office team well in advance at office@phantomlakeymca.org



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Policy & Procedure for Suspected COVID-19 Symptoms and/or Positive COVID Test

Should a camper or staff member begin to exhibit COVID-19 symptoms, they will be immediately removed from their group to allow for health center evaluation. If determined necessary, the participant will be quarantined, and required to be tested or medically evaluated. Resident campers may require immediate pick up so please ensure emergency contacts are upto date.

If a test is positive for COVID-19, the following steps will be taken:

1. [Contact tracing](#) will be completed and additional tests administered as warranted.
2. The health department will be contacted and their guidance will be followed and all parents of close contact campers will be contacted to collect their camper from camp if unvaccinated. Close contact staff will be placed in the health departments recommended quarantine in a separate location at camp if unvaccinated.
3. Other campers within the bubble that did not have close contact will have parents notified of a potential exposure.
4. Vaccinated staff or campers will not have to quarantine but will be monitored closely for symptoms. If vaccinated campers or staff develop symptoms, they will be immediately isolated for evaluation and/or testing by the health center.

Staff Time Off

Appropriate time off for our staff is crucial to the success of our programming, mental well-being, and care of your children. Staff time off will be incorporated into Camp programming. At this time all seasonal staff will be living on site to reduce the chance of bringing COVID into camp.

Camp Deliveries & Visitors

Camp will continue to allow deliveries for essential items to Camp. This may include UPS, FedEx, USPS, food deliveries, septic, propane, laundry, etc. All vendors will be expected to check in with Camp and to comply with Camp's protocols related to COVID-19 to limit the risk of additional exposure.

All other visitors to camp must contact the Camp Director via phone at (262) 363-4386 or email at Chris@phantomlakeymca.org at least 48 hours prior to coming to camp. Visitors will be required to go through the same screening process as any staff member or camper and will only be allowed to visit under supervision for special circumstances. For emergencies the 48-hour notification period will not apply.