

YMCA Camp Bernie

COVID-19 Procedures for Summer Overnight Camp 2020

Introduction

Overnight and day camp in the United States are attended each year by more than 14 million children, adolescents, and adults.¹ Managing communicable disease in camps is a common practice that has been successfully addressed in the past by health professionals, some of whom are physicians and nurses on camp premises. Implementing good public health practices at camps helps minimize the potential that communicable illness will occur (prevention) and includes strategies to use when an outbreak occurs (response).²

This document has been produced by YMCA Camp Bernie with guidance by Environmental Health & Engineering, Inc. in conjunction with the YMCA of the USA and the American Camp Association. It is possible that the strategies outlined here may change as understanding evolves regarding the unique challenges that COVID-19 poses. As the current pandemic is an ongoing, rapidly developing situation, YMCA Camp Bernie will continue to monitor publicly available information and follow federal, state and local health agency guidance and government mandates.

Our 2020 summer camp COVID-19 procedures include implementation of the following steps:

- Safety actions to implement Non-Pharmaceutical Interventions
 - Promote healthy hygiene practices
 - Intensify cleaning, disinfection and ventilation
 - Ensure physical distancing and limited cohort sizes
 - Limit sharing
 - Train all staff
- Health monitoring and pre-camp screening
 - Check for signs and symptoms
 - Protocols in place for if a staff, child, or visitor becomes sick
 - Maintain healthy operations to monitor risk-reduction strategies are in use
- Community surveillance and response to COVID-19 positive persons and facility operations

Medical Considerations of the COVID-19 Experience in Children

A May 8, 2020, review of recently published medical and scientific papers concluded that: *“COVID-19 appears to affect children less often, and with less severity, including frequent asymptomatic or subclinical infection. There is evidence of critical illness, but it is rare. The role of children in transmission is unclear, but consistent evidence is demonstrating a lower likelihood of acquiring infection, and lower rates of children bringing infections into households.”*³

¹ American Camp Association. *ACA Facts and Trends*. <https://www.acacamps.org/press-room/aca-facts-trends>

² Association of Camp Nursing. *Communicable Disease Strategies for Camps*. <https://campnurse.org/wp-content/uploads/2019/05/Communicable-Disease-Management-Strategies-for-the-Camp-Setting-2019.pdf>

³ DTFM COVID-19 Evidence Review, May 8, 2020, <https://dontforgetthebubbles.com/wp-content/uploads/2020/05/COVID-data-8th-May.pdf>

Considerable attention is being focused by the medical community on the health of children experiencing a condition now termed as *pediatric multi-system inflammatory syndrome*, a rare disease affecting children that is potentially related to COVID-19. Government announcements, media accounts, and the medical literature are being tracked to provide current advice on this development.

Coronavirus, COVID-19 is an extremely contagious virus that spreads easily through person-to-person contact. COVID-19 can lead to severe illness, personal injury, permanent disability, and death. Even with the most stringent precautionary measures in place, participating in YMCA Camp Bernie programs could increase the risk of contracting COVID-19. YMCA Camp Bernie in no way warrants that COVID-19 infection will not occur through participation in camp programs.

1.0 Communications Relating to COVID-19

The YMCA Camp Bernie Executive Director and Camp Bernie staff will be communicating regularly with campers and their guardians to address questions and concerns relating to COVID-19, including:

Prior to Camp:

- Providing documentation regarding rules and procedures for summer camp 2020.
- Identifying which campers are at higher risk for COVID-19.
- Providing answers to frequently asked questions regarding COVID-19 as it relates to summer camp operations.

During Camp:

- Instructing campers and providing signage on how and when to wash/sanitize hands, coughing etiquette, mask and physical distancing requirements in designated situations.
- Instructing campers and parents on what symptoms to look for and when to stay home.
- Assisting campers in processing feelings and anxieties about COVID-19.

In the Case of a Confirmed or Suspected Case:

- Contacting guardians if their child is experiencing symptoms.
- Performing contact tracing and notifying appropriate guardians of potential exposure.
- Notifying all guardians of campers on site as to the number of cases on camp, with respect to confidentiality, and if there is no reason to believe their child was exposed, as well as containment efforts.
- Sharing any plans that are made that would impact the camp schedule.

Communication may be in the form of letters, emails, website notifications, and social media.

2.0 Emergency Procedures Relating to COVID-19

If any COVID symptoms arise in a camper or staff, they are to be brought to the Wellness Center to be examined immediately.

Symptoms that may appear 2-14 days after exposure to the virus:

- Cough
- Shortness of breath or difficulty breathing
- Or at least two of the following:
 - Fever
 - Chills
 - Repeated shaking with chills
 - Muscle pain
 - Headache
 - Sore throat
 - New loss of taste or smell

If the Camp Nurse suspects COVID-19:

- Notify the guardian via phone. Mask and isolate the camper in a well-ventilated area within the Wellness Center or other designated healthcare location.
- Perform COVID antigen test (if available). If COVID antigen test is not available, give guardian option to pick-up child or send camper to a testing facility or urgent care.
- Camp Administration will perform contact tracing exercises.
- Immediate fogging of cabin, while campers remain outdoors. Then isolate the camper's cohort to their cabin, wearing masks, until antigen testing results have been confirmed. Ensure that meals and activities are brought to the cabin, and that cleaning and sanitizing products are available to the cohort within the cabin.
 - If results are negative, resume regular programming.
 - If results are positive, notify all families within the cohort via phone and arrange testing and/or pick-up of campers within the cohort as well as those with contact of the cohort within 48 hours. Send communication to all camper families via email of positive result and any possibilities of exposure. Send staff member for COVID antigen testing and isolate until results are received
 - If negative – reassign staff
 - If positive – staff is sent home for recovery for 2 weeks

Follow up this process with full cleaning/sanitizing of any potentially exposed facilities/equipment (including fogging of cabin).

Determine refund/credit considerations for infected/impacted campers based on the specific situation.

3.0 Camper Check-in and Health Screening Procedures

Check-in guidelines will be distributed to parents prior to the start of camp sessions to clearly outline expectations.

- Designate one or a few limited individuals for pick-up/drop-off who are not at higher risk for illness.
- Remain in your car for pick-up and drop-off. Your camper will be transported to and from the vehicle.

- Expect sign in/drop off to take significantly longer than in the past. Plan on waiting a few minutes.
- Minimize goodbye times to allow for the continual flow of traffic.
- If waiting in a line, use your hazards so other cars know to navigate around or wait behind you.
- The speed limit at camp is 10 mph. Carefully navigate around other cars.
- Do not bring pets to camp. You will not be permitted to walk them while here.

Check-in staff greeting cars will be wearing masks and gloves. Parents will not handle pens.

Overnight campers will be checked in from vehicles. Check-in staff will stop cars before the office to check in campers and address missing forms/payment. Anyone missing anything will be directed to the Main Office Parking Lot where office attendants will process items from vehicles. The cars will be sent up to the appropriate unit drop-off locations:

Shawnees - Jaqua Parking Area
 Pioneers - Main Parking lot
 Nation - Lopatcong Parking Area
 Iroquois - Lower Pavilion
 CITs - Lower Pavilion

Campers will exit vehicles (other family members will not), Unit Leader will meet campers, ask COVID screening questions and take temperatures, check for lice and foot fungus, recording all results on a confidential sheet.

- *Have you been in close contact with anyone who has been diagnosed with, tested for, or quarantined as a result of COVID-19?*
- *Have you traveled nationally or internationally within the last two weeks?*
- *Have you been experiencing any COVID-19 symptoms within the last two weeks?*
 - *Cough*
 - *Shortness of breath or difficulty breathing*
 - *Or at least two of the following:*
 - *Fever of 100.4° or higher*
 - *Chills*
 - *Repeated shaking with chills*
 - *Muscle pain*
 - *Headache*
 - *Sore throat*
 - *New loss of taste or smell*
- *Have you taken any fever reducing medication this morning?*

If the campers pass the screening, luggage will be removed from the car and the camper will be escorted to their cabin. Campers will then set up their own bunks, wash their hands, and engage in activities with their own cohort outside their cabin. Campers will not be permitted to visit other cabin groups or friends in other groups, except at a safe distance, though this rule may be lifted as New Jersey moves through the stages of opening and cohort sizes are increased.

Once all campers have arrived, cohorts will leave their cabin areas to begin orientation activities. Cabins will be cleaned and disinfected in their absence.

Anyone failing the COVID-19 screening, either by answering yes to one of the questions, or having a temperature reading above 100.4° will not be admitted to camp. Campers must be symptom-free for 48 hours, cleared by a doctor, or have a negative test result in order to return.

If a guardian must exit their vehicle, a face mask is required, particularly if entering the Main Office or other camp building.

4.0 Facilities Management

In preparation for the start of summer camp season, the YMCA Camp Bernie Maintenance Team will perform an operational inventory of all camp buildings that may occupy persons during the summer, including check of:

- Doors and door screens
- Windows and window screens
- Exhaust and ceiling fans
- Stand, box, and window fans
- Water heaters and boilers

During camp operation, ventilation in camp buildings will be maximized by keeping windows open and fans positioned to optimize air flow.

4.1 Overnight Camp Housing

- Staff members will be assigned to a consistent cabin for the duration of the camp season.
- Every effort will be made for campers to remain in the same cabin if they are staying for multiple sessions.
- Cohorts of a maximum of 9 campers will be assigned to a sleeping room. Campers will sleep head-to-toe to maximize distance between heads/faces, with physical barrier where necessary.
- Access to those sleeping rooms will be limited to only the individuals who reside there and Cleaning/Maintenance personnel as needed. Visitors will not be permitted in cabins.
- Campers will be encouraged to wash hands immediately upon entering and exiting their cabin.
- Personal belongings will not be permitted to be shared between campers. Belongings will be stored in assigned personal storage spaces such as cubbies, drawers, or other designated location, separate from each other.

4.2 Aquatic Operations

There is no current evidence that COVID-19 can be spread to people through the water in a pool or waterfront. For natural waterfronts, it is best to follow proper physical distancing and good hygiene practices as outlined in other sections of this guide.

- Efforts to maintain physical distancing will not impact existing YMCA Camp Bernie and American Red Cross safety protocols.
- Regular water and chemical testing will continue to be performed on the pool, in accordance with state laws and health code requirements.

- Cohorts will be assigned to specific changing areas, and these areas will be cleaned and sanitized between cohorts.
- Campers will be required to rinse off in provided showers prior to entering the pool.
- Campers will visit the pool only with their assigned unit.
- There will be routine cleaning and disinfecting of high touch areas such as boats, paddles, lifeguard stands, railings, and gates.
- Shared items and equipment will be limited, and any items used will be cleaned and disinfected following their use.

5.0 Food Service

Food Service Staff

- Food Service staff will be screened at the start of each day, including COVID-19 screening questions and temperatures.
- Food Service staff will be required to wash hands and utilize disposable gloves, as well as clean and sanitize food preparation areas in accordance with existing food service guidelines and COVID-19 recommendations.
- Food Service staff will be expected to wear face masks and maintain physical distance from other Food Service staff whenever possible.

Distancing & Operations

- Units have separate assigned seating areas for meals, prioritizing outdoor seating whenever possible.
- Campers and staff will be encouraged to wash hands with soap and water for 20 seconds prior to meals.
- "Grab-n-go" services (i.e., boxed meals), in which meals are packaged or assembled on a tray for diners to retrieve will be prioritized.
- Meals will not be served family-style, but in the case of drink pitchers or other shared containers, the counselor will serve with clean/sanitized hands. Individual condiment packets will be prioritized over shared condiment containers.

5.1 Trading Post

Trading Post, a camp store for snacks & souvenirs, will operate without campers entering. Each unit will receive a menu of snacks/items available for purchase. Every morning campers will be able to "order" their snack and/or drink and pick it up by visiting the window of the Trading Post. A staff member wearing a mask and gloves will hand the chosen snack to each camper. On rainy days, snacks and/or drinks will be brought to each unit's rainy-day location with labelled orders.

A designated staff member will be responsible for managing the Trading Post, handling items/supplies and processing payments. All snacks/drinks will be prepackaged. They will wear a face mask, wash hands & wear gloves when handling items that will be purchased by campers.

As New Jersey enters later phases of reopening it may be decided that campers may enter the Trading Post in their cohorts. Commonly touched surfaces will be cleaned and disinfected between cohorts. Campers will be discouraged from handling items and staff will limit displays to keep most items out of reach. Campers will sanitize before entering & when leaving.

6.0 Cleaning and Disinfecting

Cleaning & disinfecting procedures will be utilized to reduce transmission risk to campers & staff. All staff will be trained on proper procedures for cleaning and disinfecting various supplies & equipment used by campers.

- Cabins: Common areas will be cleaned & disinfected daily. These areas will not be shared by any other unit on camp.
- Bathrooms/Changing Rooms: High touch surfaces will be cleaned & disinfected multiple times a day. Each common-space bathroom will receive a full cleaning every morning and afternoon. Each unit will be assigned their own bathroom/changing area to use which will not be shared.
- Picnic Tables: Tables will be cleaned & disinfected at the beginning and end of every day as well as before & after mealtimes. Wooden picnic tables will be covered with tablecloths so surfaces can be properly cleaned & disinfected.
- Laundry: Staff will avoid handling camper laundry or personal items. Professional laundry services will still be included for parents as an optional add on.

Plastic Picnic Tables/Plastic Surfaces

1. Spray down table/benches with soap & water solution. Immediately wipe off.
2. Spray down table/benches with disinfectant solution. Follow directions on bottle for disinfecting surfaces.
 - a. Ex: Lysol= Spray down surface, let sit for 2 minutes, wipe off solution.
3. Picnic Tables/ Surfaces food touches: Spray table with soap & water solution again & immediately wipe off.

Wooden Picnic Tables

1. Must be covered with plastic tablecloth (pinned/taped down to be tight/smooth)
2. Spray down table with soap & water solution. Immediately wipe off.
3. Spray down table with disinfectant solution. Follow directions on bottle for disinfecting surfaces.
 - a. Ex: Lysol= Spray down surface, let sit for 2 minutes, wipe off solution.
4. Picnic Tables/ Surfaces food touches: Spray table with soap & water solution again & immediately wipe off.

Water Coolers

1. Only staff touch cooler & push button for water. Campers hover their bottle underneath without making contact. Staff use wipe to disinfect any area they touched after use. Alternative: wear gloves when using.
2. Coolers are scrubbed with soapy water & rinsed daily after being in use & left to dry.

Program Areas

Each camper will use the same set of equipment for the duration of each class. Program area equipment/supplies will be cleaned & disinfected as directed by CDC and manufacturer guidelines in between uses. They include the use of soap & water and disinfectant wipes & sprays.

- *Archery Equipment* (must put on new set of gloves after handling all equipment cleaning, to put away.)
 - Bows: Wipe down bow surface with disinfectant wipe. Let hang outside until dry. Spray string with disinfectant spray. Allow to dry.
 - Arrows: Wipe down arrow surfaces with disinfectant wipe. Let dry.
 - Arm guards/finger tabs: Spray with disinfectant spray and allow to dry. Wash with soapy water at the end of the week & allow to dry.
 - Target faces: Wipe down with disinfectant wipe. Leave outside to dry.
- *Mountain/BMX Bikes*
 - Clean: Use a sponge to wipe down bikes with soapy water (avoid chain area) rinse with hose.
 - Disinfect: Use disinfectant spray/wipes on areas touched by campers. This includes handlebars, gear shifter, seat, pedals, easy to wipe areas on bike (long metal bar).
 - Helmets: Spray with disinfectant spray. Let air dry.
 - Elbow/Knee pads: Wash with warm, soapy water. Spray with disinfectant spray & let dry.
- *Pond*
 - Clean: When necessary (dirt, sand on seats or paddles) use sponge to wipe down with soapy water & rinse.
 - Between classes: disinfect seats, paddles and high touch surface areas on canoe with disinfectant wipes. Let dry. Separate worn PFDs from clean ones. Between users clean PFDs with hot, soapy water & spray with a disinfectant. Allow to dry if possible.
- *Pool*
 - Spray or wipe down gate latches/handles with a disinfectant between groups.
 - Only use pool "toys" that will be completely submerged in water. No pool noodles, floaties or shared goggles.
 - Follow same procedure as pond PFDs.
- *Slip n' Slide*: Encourage groups to use soapy water when in use. Use broom to brush off excess water at the end of the day & allow to dry.
- *Nature*: Only instructor allowed inside to clean/feed & generally care for animals. If animals are outside in their cages for campers to view: wipe down table with disinfectant periodically throughout the day. Campers encouraged to not touch. Periodically wipe down outside of glass aquariums throughout day (if outside for viewing).
- *Challenge Courses*:

- Challenge elements will be assessed on an individual basis. Equipment will be cleaned with a combination of hot soapy water, disinfectant & alcohol wipes between users & classes.
- *Sports Equipment/Plastic Toys*
 - Pre clean surface: rise with soap & water or spray with hose. Remove all visible dirt.
 - Spray all surfaces with disinfectant spray. Surfaces must be visibly wet for 3 minutes & let to air dry. Do not wipe.
- *Sports Balls* (soccer, basketball, baseball, sprout ball etc.)
 - Clean with soap & lukewarm water to remove any dirt. Cold/hot water can affect ball quality.
 - Wipe off with a disinfectant wipe. Surfaces must be visibly wet for 4 minutes. Let air dry.
- *Markers/ Paint brush handles/ Glue/ Plastic Craft Supplies*
 - Pre clean surface: rise with soap & water. Remove all visible dirt.
 - Spray all surfaces with disinfectant spray. Surfaces must be visibly wet for 3 minutes & let to air dry. Do not wipe.
- *Crayons/"Soft Surfaces"*
 - Wipe off any visible dirt with damp/soapy towel.
 - Spray all sides with disinfectant spray & let air dry

7.0 Activities

All activities will be held outside unless there is inclement weather. Camper cohorts, also known as "cabins" or "tribes", will have a designated space separate from other cohorts. Each unit will be put in a set location and cohorts will be spread out 6 ft apart from each other within that unit. In Day Camp, a designated picnic table will serve as their "home base", and in Overnight Camp, their cabin. Most activities will take place at or around this base location, as well as on trails or various nature spots. Campers will no longer be rotating to activity spots every time block.

All staff/instructors are required to wear cloth face masks. Posters demonstrating proper coughing techniques, hand washing etc. will be displayed throughout camp. As an extra precaution, Unit cohorts will be participating in the same program area, during different time blocks, on the same day to avoid interacting with other units. Campers will be asked, at a minimum, to sanitize their hands before & after all activities.

Program Areas

Archery: Bows, arrows, targets & arm guards will be cleaned & disinfected between users, after each class. Campers will use the same equipment for the duration of the class. This activity will be led by their main counselor.

Arts & Crafts: Campers are welcome to bring their own basic supplies (pack of crayons, markers, etc.). Supplies will be provided and cleaned & disinfected between users. This activity will be led by their main counselor.

Bikes: Bikes, helmets, knee & elbow pads will be cleaned & disinfected between users. Campers will use the same equipment for the duration of the class. A bikes instructor will lead the class, from a 6ft distance, with assistance from their main counselor.

Canoeing: PFDs, paddles, seats & commonly touched surface areas will be cleaned & disinfected between users with hot soapy water and disinfectant. Aquatic Instructors will lead classes with the assistance from their main counselor

Challenge Courses: Challenge elements will be assessed on an individual basis. Classes will be led by Challenge Instructors and their main counselor. Equipment will be cleaned with a combination of hot soapy water and disinfectant between users & classes.

Nature: Classes will be led by their main counselor at their picnic table or various nature spots. We will not be including "Critter Shows" which typically include petting animals. This activity will be led by their main counselor.

Sports: Younger aged campers will be practicing sports skills with individual equipment. Older campers will play games in their cohorts that limit physical closeness. All equipment needing to be cleaned & disinfected will be put in a designated location. At the end of the day this equipment will all be cleaned & disinfected. This activity will be led by their main counselor.

Pony Program/Horseback Riding: Campers participating in these programs will be keep 6 ft apart from each other. Used equipment will be cleaned & disinfected between users. This activity will be led by trained Horseback Riding Instructors. Campers must wash hands before & after attending.

Swimming: Campers will swim with their Units and be encouraged to keep a distance between cohorts. Campers will be assigned a buddy in their cohort for regular "buddy checks". Only pool toys that are designed to submerge will be permitted. This activity will be led by Aquatic Instructors with the assistance of Unit counselors. Aquatic & Maintenance staff will monitor & maintain the pool in accordance with existing guidelines that are currently believed to inactivate the COVID-19 virus.

Other Activities

Rainy Days: Each Unit has a specified indoor location for inclement weather. These locations allow for social distancing between cohorts. Cohorts will remain with their counselor and participate in individual activities or group games that allow for social distancing (trivia, name that tune, etc.).

All Camp Days: Campers will participate in themed activities/challenges with their cohort & main counselor. Cohorts will not be permitted to combine with each other. All equipment/supplies used will be cleaned & disinfected between cohorts. Campers are still encouraged to dress up!

Holdover/Rafting Trips: These trips are cancelled for the summer. New & creative activities are being planned for Holdover weekends.

7th Grade River Trips: These trips are likely to still run in 2020, as cohorts and social distancing can be maintained and these trips do not include contact with outside individuals.

Individual Cohort Activities: All individual activities will be led by the cohort's main counselor. These activities will be determined based on age group. Activities may include practicing skits, scavenger hunts, solving mysteries, board games, dances, hikes, memory challenges and more. These activities will also include skills and interests of their main counselor and campers once approved by leadership.

8.0 Campers & Staff

Units & Cabins at Camp

As stated in the WHO/CDC guidance, in Phase 2, groups of cohorts of up to 50 persons (campers and staff) can assemble for discrete activities. Keeping cohorts separate by six feet from other cohorts serves to prevent these groups from mixing and optimizing infection prevention and control.

At YMCA Camp Bernie, our cabin groups will be considered "cohorts". These will consist of 1 counselor and a maximum of 9 campers. Cohorts will be grouped into larger "Units" by age, creating a maximum of 50 people per unit.

Using the cohort and unit strategy, contact tracing can be undertaken promptly by trained professionals in coordination with local and state health resources, with isolation and surveillance implemented in short order. The combination of NPIs and the cohort approach can support the development of effective communicable disease management plans for the 2020 summer camp season.

The following outlines how we will be grouping campers this summer to reduce possible spread of infections and to allow for more rapid identification of suspected or confirmed COVID-19.

- Camp will be organized into the smallest practical groups sizes ("cohorts"), and cohorts will be consistent throughout the summer as often as possible.
- Cohorts will be with an assigned counselor for the summer to live, eat, wash, and do most activities together.
- Cohort sizes will comply with state and/or local requirements for proper staff to camper ratios and minimum staffing requirements.
- Summer Camp staff will be trained in small groups and virtually prior to the start of the summer season as to new procedures regarding cohort sizes, social distancing, mask requirements, emergency procedures and cleaning and disinfecting.
- At the start of reopening, mixing of cohorts will be extremely limited, but this may extend into larger gatherings as New Jersey moves through the stages of reopening. Larger gathering would extend to Units of a maximum of 50, and strongly favor outdoor gathering spaces.
- Dining and programmatic changes will be implemented to minimize mixing, and increase physical distancing between cohorts and units. Facial coverings (as age and developmentally appropriate) will be utilized when distancing cannot be accomplished.
- Each cohort will dine outside when weather permits. If weather does not permit, meals will be served in separate locations by unit to reduce the number of campers in the dining hall.

8.1 Campers & Staff with Preexisting Medical Conditions

As always there is a pre-screening of campers and staff for medical clearance to attend camp by their primary care providers. Primary care providers are in the best position to make a professional judgement based upon an individual's health status and their suitability for the camp environment at this time. This information provides camp directors with information on what precautions are required or may be appropriate to protect those at higher risk for severe illness.

YMCA Camp Bernie's Camp Nurse will review each health form prior to the start of a session and contact guardians as needed if she is concerned that there may be any additional health risks to a

particular camper. Recommendations may be made for some campers to not attend camp this summer due to the added health risks.

8.2 Behavior Expectations & Management

It is the YMCA's goal to provide a healthy, safe, and secure environment for all day camp participants. Children who attend the program are expected to follow the behavior guidelines based on the four core values and to interact appropriately in a group setting.

Behavior Guidelines:

- We will CARE for ourselves and for those around us
- HONESTY will be the basis for all relationships and interactions
- People are RESPONSIBLE for their actions
- We RESPECT each other and the environment

At times campers may behave inappropriately. Some of their behaviors may even be injurious to themselves or others. In order to preserve the safety of the children, these behaviors must be controlled. Due to the increased concern over the spread of COVID-19 this summer, behavior issues that put the camp community at greater risk will not be tolerated.

The YMCA reserves the right to suspend any child from the program if necessary. If your child continuously displays inappropriate behavior (i.e. fighting, stealing, abusive language, running away, germ aggression, etc.) she/he may be dismissed from participating in Summer Camp indefinitely. Payments for suspended or expelled camp weeks are not refundable.

9.0 Bus Transportation

Check-in guidelines will be distributed to parents prior to the start of camp sessions to clearly outline expectations. Specific instructions relating to bus transportation includes the following:

- Designate one or a few limited individuals for pick-up/drop-off who are not at higher risk for illness.
- Be at the bus stop location early to ensure you meet your scheduled pick-up and drop-off times.
- Maintain physical distance with other parents/guardians and campers. It is preferred that families either remain in their cars or wear masks.
- Expect sign in/drop off to take significantly longer than in the past. Plan on waiting a few extra minutes.

Bus staff will be wearing masks and gloves. Parents will not handle pens.

Bus staff will check in campers at bus stops and ask COVID-19 screening questions:

- *Have you been in close contact with anyone who has been diagnosed with, tested for, or quarantined as a result of COVID-19?*
- *Have you traveled nationally or internationally within the last two weeks?*
- *Have you been experiencing any COVID-19 symptoms within the last two weeks?*
 - *Cough*

- *Shortness of breath or difficulty breathing*
- *Or at least two of the following:*
 - *Fever of 100.4° or higher*
 - *Chills*
 - *Repeated shaking with chills*
 - *Muscle pain*
 - *Headache*
 - *Sore throat*
 - *New loss of taste or smell*
- *Have you taken any fever reducing medication this morning?*

Each camper will also have temperatures taken and results will be recorded on a confidential document. If they pass the screening, campers will be given a squirt of hand sanitizer and admitted onto the bus. Anyone failing the COVID-19 screening will not be admitted to camp. Campers and staff must be symptom-free for 48 hours, cleared by a doctor, or have a negative antigen test result in order to return.

- Campers will be assigned seats physically distanced from other campers on the bus, though siblings may sit together.
- Campers will be expected to wear face masks while on the bus.
- Appropriate cleaning and disinfecting procedures will be performed by the bus company in between bus routes.

Pick-Up

- IDs will be checked to ensure that campers are picked up only by authorized individuals.
- Allow for campers to wash hands with soap and water for 20 seconds or use alcohol-based hand sanitizer containing at least 60% alcohol upon returning home.

10.0 Cancellation & Refund Policy

If cancellation is received prior to June 1, 100% of program fees paid to date will remain as a credit in the camper's account, and can be applied to other sessions or programs in 2020 or 2021. A refund of payments can be requested in writing. After June 1, all registration and program fees are non-refundable, except in extenuating circumstances, which will be considered on a case-by-case basis.

- If the YMCA or a Government or a Health Agency cancels a program, the customer will receive a full credit or refund upon request. The timeline for fulfillment of refunds is likely to be slow.
- Not attending the program (as opposed to cancelling prior to the start of the program) does not entitle you to a refund in any cases.
- Balances must be paid at least one week prior to the start of the camper's session.
- No service fee will be charged for changes made to a camper's registered session/dates.
- If your camper is waitlisted and no space becomes available or you need to cancel, you will receive a full credit or refund upon request.

*Please keep in mind that YMCA Camp Bernie is a non-profit charitable organization. We ask that in the case of cancelation, you please consider making your deposit or tuition a donation to our youth-serving and community-building organization.

Our Mission

The Ridgewood Y offers programs and community connections that positively impact lives through youth development, healthy living and social responsibility, building spirit, mind and body for all.

The Ridgewood Y is a nonprofit charitable organization that serves youth, adults, and families founded on Christian principles and committed to strengthening our Northern New Jersey and Camp Bernie communities since 1902, as part of a worldwide YMCA.