



COVID-19 SAFETY GUIDE

AND

OPERATIONAL GUIDEBOOK

Camp New Moon's Approach to Mitigating the Risks of COVID-19

For Parents and Staff (not for further distribution)

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Camp Preparation

Supplies to Order

In advance of camp maintenance starting, the following cleaning and disinfection supplies must be ordered:

- Hand Soap
- Hand Sanitizer
 - 0.5 fl. oz. per camper and staff per day
- Surface cleaning and disinfection wipes
- Cleaning spray bottles
- Latex Gloves
- Protective eyewear
- Concentrated disinfectant liquid for regular use on high-contact surfaces
- Increased supply of 6% chlorine bleach
- Ample supply of spray bottles

Facility Modifications

To accommodate the increased disinfection, cleaning and social distancing requirements we facility adjustments have be instituted, these include:

- Installation of hand sanitizer holders at the entrance of each camper cabin and common use building
- Increased supply of paper dispensers in the washrooms of each camper cabin
- Social distancing stickers will be placed at the entrances of all the rec hall, mess hall, health centre and inside the office
- Fiberglass or plastic barrier installed to separate kitchen area from food gathering walkway
- Screen Doors on where previously absent to enhance ventilation when inside activity is needed

Signage

Detailed signage will be placed where necessary to help facilitate rules or procedures that have been changed or are required to comply with public health measures. All signage to be posted can be found in Appendix A.

- **Proper hand washing directions** will be placed in ALL washrooms at camp and are detailed in Figure 1
- **Physical Distancing Instructions** will be placed at specialty areas, the rec hall, the dining, the office and the health centre detailed in Figure 2
- Instructions for the use of common **water fountains** are outlined in Figure 3
- Signage for **Masking** (Figure 4) will be placed in all indoor buildings
- **No Entry** Signage at front gate limiting all vehicles into camp – phone office first

New Outdoor Spaces

New outdoor gathering areas will be added to accommodate the cohorted groups that will be in place at the beginning of camp.

- Lights will be installed on the basketball court for evening outdoor activities
- 25 picnic tables distributed for outdoor eating
- Canopy tents will be placed outside health centre, COVID-19 Triage Area and by the Office to minimize indoor interaction
- Large tents on the dining room deck and nearby will expand the footprint of the dining room, increasing distancing between tables

Entry Point Controls

To ensure that the camp bubble remains intact, access to the property will be restricted. Our main gate will have road 'NO VEHICLES' signage, requesting a phone call to the office before entry. Entry to camp will be granted based on our entry protocol which is detailed for visitors in greater detail below.

Pre-Camp Mitigation Strategies

Pre-Camp Quarantine for Staff and Campers

Prior to arrival at camp, we are asking that all campers and staff minimize contact with anyone outside of their bubble, including non-essential movement outside of their home. Any international staff or campers will have to comply with government mandated quarantine requirements that are in effect at the time. **This is part of Public Health Guidance.**

Additional Requirements Related to Packing

Parents will receive communication about packing modifications in advance of the summer. An effort should be made to minimize the amount of packed clothing in order to reduce clutter and maximize space between each campers' areas.

Additionally, parents will be asked to send their children with at least 8 washable facemasks. These facemasks should be name labelled.

Screening and Enhancement to Medical Questionnaires

Prior to arrival at camp, all campers and staff will be required to fill out a COVID-19 Health Screening Questionnaire (link below)

- (https://covid-19.ontario.ca/covid19-cms-assets/2021-06/COVID-19_printable%20school%20and%20child%20care%20screening_ENG.pdf)
- All visitors (parents/guardians, contractors, deliveries, etc.) will be screened upon arrival at a predefined location and must follow public health measures while in camp
- If the answer to any question on the screening questionnaire is YES, admittance to camp will NOT be permitted
- Campers who have documented allergies or conditions that are closely related to those of COVID symptoms should update their camper medical forms to reflect those conditions
- If known exposure to someone with COVID-19 is identified by any camper or staff, that individual will not be permitted to enter
- Visitors must have been using the COVID Alert app

Testing Protocol

Pre-screening Testing

- Campers and Staff will be required to obtain a PCR test 72 hours prior to their arrival at Camp
- Results should be reported to the Camp 1 day prior to the camper or staff's arrival onsite. Any individual with a positive result will be denied entry.
- Additionally, campers and staff will be required to sign attestation to the fact that they have minimized their contact with others to the best of their ability in the days leading to their arrival onsite

Onsite Arrival Testing

- Campers and Staff will be required to undertake another PCR or rapid antigen test approximately 3 days after their arrival to camp in order to account for travel related exposure

Transportation and Arrival

Baggage

All camper baggage will arrive in advance of the campers and be delivered to the cabins prior to campers arriving at camp. Out of town campers will bring their baggage to camp.

Busing

We will not be providing bus transportation to camp this summer; however, we will be using buses for campers returning home. Any canoe trips that use school bus transport will follow the protocols implemented by the Toronto District School Board (<https://www.tdsb.on.ca/In-Person-Learning/Operations/Transportation>)

Parent Drop Off

Drop off procedures will be carefully orchestrated to ensure contactless drop offs. See below:

To minimize the number of cars/people arriving at camp and to prevent mass gatherings at our arrival areas, we will be scheduling parents for drop-off arrival windows. The schedule will be emailed to parents in advance of camp and can be seen in [Table 1](#).

- Prior to a family's departure from Toronto, health screenings should be performed on all members of the household
 - Anyone who DOES NOT pass the screening should not bring their child to camp
- Detailed signage will be posted near the camp entrance to direct parents to their appropriate arrival checkpoint.
- Each checkpoint will be situated in Far Field under a portable canopy tent.
- Staff will direct traffic in and out of the arrival area.
- Head Staff will be stationed at the canopy tents (wearing appropriate PPE) to greet parents and campers.
- Cabin staff will wait at their cabin arrival tents to help campers settle into their cabins.

Departures

Early Departures from camp for any reasons including staff termination or camper dismissal will need to be coordinated.

- If it is a staff member that has their own vehicle, the staff parking lot will be unlocked, and that staff member can leave.
- If a staff member or camper requires parent pickup, the parents will be instructed to park in far field and wait for their child to come to them.

At the end of short stay session, parent pickup will occur on far field. Bags of campers will be brought to far field the morning of departure, sorted alphabetically, by unit. Parents will be instructed to arrive at specific times depending on the age and cohort of their child. They will be directed to the location of their child's bag and their counsellor will be notified via walkie talkie to bring the camper to the departure zone.

Cohorting

In order to facilitate contact tracing, we will be implementing a phased cohorting procedure, that will gradually loosen to allow the entire camp to become a single cohort or family unit. As per **Guidance**, after 14 days, cohorts will expand.

Pre-camp Training

Upon arrival at camp, and throughout pre-camp training the staff will form a single cohort to allow for meetings and proper training prior to the camper's arrival.

First 14-Days

Once the campers arrive, the size of the initial cohort will be largely cabin-based.

- Each cohort will NOT have to follow social distancing or masking requirements when they are on their own and inside their cabins.
- Cohorts will mask while participating in indoor activities and specialties when other staff members are present, or when sufficient distance with non-cohort members cannot be achieved.
- Cohorts are permitted to socialize and participate in activities with other cohorts provided masks are worn when in close proximity to one another.
- Masks will be worn in camp-wide gatherings, even when outdoors.
- Masks will be worn by all individuals in the dining room when not eating.

Remainder of Camp

After 14 days with no evidence of COVID-19 in camp, the entire camp to become a single cohort and camp will then operate normally while maintaining enhanced sanitizing and handwashing routines.

Specialty Staff

Counselling staff will be part of a cabin cohort. Specialty staff who live in cabins and spend their days at a specialty area may pose exposure risks. Live-in Specialty Staff will be considered part of their cabin's cohort, but their interaction with other staff members and campers will increase their exposure probability. Therefore:

- Specialty staff should wear masks when social distancing is impossible with other staff members that work at their specialty or campers that they are instructing. Examples:
 - Inside a motorboat
 - Indoor specialty areas
 - When providing instruction to campers
 - Putting safety equipment on campers

Head Staff

Head Staff, who do not reside in camper cabins, will become a cohort with one another. All head staff will be able to eat at the same table and function as a non-

socially distanced group. They will be masked at all other times where social distancing is impractical or indoors.

Use of Showers

During the time that cohorting is required at camp, scheduling for use of our common showers will be required. Daily time blocks will be scheduled to allow for every cabin cohort to have an opportunity to shower.

Pre-Camp Training

On top of our normal pre-camp training sessions. There will be additional training for staff specifically related to our Covid mitigation efforts. We have extended the length of our pre-camp training to account for the increased training load.

Cleaning and Disinfection

- Our staff will be trained in appropriate cleaning and disinfection of commonly touched surfaces and frequently used equipment
- Proper hand washing techniques will also be looked at

Outbreak Management

- Staff will be trained in our outbreak management protocol
 - Protocol will be posted in every staff area
- Staff should be aware of all COVID mitigation procedures outlined in this document

Cleaning and Disinfection

Each camper cabin (inside) and private / shared staff cabin must be cleaned regularly by the occupants. Toilets, sinks and fixtures will be disinfected daily.

High Touch/Frequency Surface Disinfection

- Common areas in camp, such as the Rec Hall and West Hall, will need to be cleaned and disinfected after each use.
 - The use of these buildings will be scheduled in the office to track use the building.
 - The cleaning checklist for these buildings can be found in [Table 2](#).
- Frequently touched surfaces such as dining hall doors, tables and water fountains will be sanitized twice daily

The need for increased camp cleaning/disinfection protocols will be amplified this summer. All high-contact surfaces will be disinfected twice-daily. A checklist will be posted to ensure this occurs in specified locations at each the following locations:

1. Dining room
2. Kitchen
3. Office
4. Boys line Cabins (all occupied cabins checked)
5. Girls line Cabins (all occupied cabins checked)
6. Cabin 1/2, CIT boys, CIT girls
7. West Hall
8. Health Centre & COVID-19 Triage Center

Daily Disinfection Checklist

- Specialty areas, water fountains and other areas around camp where multiple cohorts will be travelling throughout the day be cleaned regularly.
- A general specialty area cleaning checklist can be found on [Table 3](#). Prior to campers arriving each specialty will be required to make and post an area specific checklist.

Hand Hygiene/Hygiene

- Counsellors will be required to ensure their campers wash their hands frequently throughout the day. Hand washing will be required prior to leaving the cabin and every time they return.
- Hand sanitizer will also be placed on each table in the dining hall, and campers should be reminded to sanitize prior to eating their meals.
- Coughing and sneezing protocols will be discussed with the campers (into elbows) and a Kleenex will be used once and disposed of.
- As is always in place, campers will not share hairbrushes, combs, hair-ties, or hats.

Cabin Supply Levels

- Counsellors should ensure, on a daily basis, there are adequate cleaning and disinfectant supplies in their cabin.
- A [checklist](#) will be posted in the staff area of each cabin and is to be filled each day. In order to minimize cohort breaches, maintenance staff WILL NOT be checking toilet paper and paper towel levels in the cabins this summer, so it is important that counsellors complete this checklist. If any items are running low, counsellors are to submit a maintenance request and supplies will be restocked when the cabin is empty.

Camper Cabin Cleaning

- Cabin cleanliness will be of the upmost importance this summer.
- Commonly touched surfaces including door handles, toilet levers sink handles will need to be sanitized multiple times a day.
- Camper areas and shelves should remain clean in order to minimize campers from touching other campers' belongings.
- Unit heads will be responsible for more regular cleanup inspections compared to normal summers, with formalized inspections happening every other day. Unit heads should be checking cabins daily to ensure they remain clean. Unit heads should only perform cleanup inspections when campers are out of the cabin and MUST wear a mask when inside camper cabins, at least for the first 14 days of camp.

Food Service

Changes to our regular dining hall routine will need to be altered this summer to comply with public health regulations and social distancing requirements.

Dining Hall Arrangement

Each cohort's table(s) will be spaced as per **Guidance** requirements, from other cohort groups. An appropriate space to allow for foot traffic around the tables will be considered. Tables that are not being used will be removed from the dining hall to increase the available space inside the dining room.

Additionally, physical distancing stickers will be placed on the front and back porches as well as the areas in which food is picked, up ensure physical distancing during line ups during food service, all of which is described in detail below.

Table Setting Protocol

A change to our normal table setting routine will minimize the number of staff members coming into to close contact with another in the dining hall prior to each meal.

- The setting of tables will be staggered: only one unit is the dining at a time
- A mask must be worn while setting tables in the dining hall
- Plates, bowls, cups and cutlery will all be placed on the counter in the kitchen as normal, but physical distancing is required
- Juice and water will be available for table setters, placed on an empty table on the opposite side of the dining hall
- Hot items and cold items will be available where they are typically served inside the food gathering area
- Once the table is set, the staff member **MUST LEAVE THE DINING HALL**

Dining Hall Entry Procedure

When the bell is rung for each meal cabins will gather in their groups outside of the dining hall on main field in a designated spot that will be determined during pre-camp training by the unit head and staff members.

- Units will enter the dining hall as instructed by a designated head staff member through both the front and back doors of the mess hall when instructed; those eating in the back deck tent area will be the last to assume their seats.
- Unit heads will dictate which cabins should enter at their appropriate entrance
- Masks are to be worn during entrance procedure and are not to be removed until they are instructed once they are seated at their tables

Meal-Time Food Replenishment

Following the blessing, counsellors will be instructed to enter the kitchen area to obtain the meal when they are called upon.

- When in line to receive food, staff members should note the social distancing stickers on the floor and follow the guidelines
- Masks must be worn during this process

Salad Bar/Buffer Service

Salad bar service will need to be modified this summer to comply with public health guidelines. Salad bars will be simplified somewhat to minimize waiting and delays.

- Designated Head Staff Members will distribute salad bar items to campers and staff (wearing masks, face shields and gloves)
- Cabin groups will be called to the salad bars one at a time
- Masks are to be worn by anyone going to the salad bar areas

Table Clearing and Cleanup

Following the meal, this sequence will be followed:

1. Dirty cutlery, plates, mugs, etc. will be organized at one end of the table, along with food platters, etc.
2. ONLY Food platters/condiments, water jugs or milk, etc. will be returned to the kitchen
3. Announcements will be made
4. Dismissal, except for table clearers
5. Table clearing will take place ONLY once campers have LEFT THE DINING ROOM, by a team that may include a counsellor, specialty staff and a camper
6. Once campers are dismissed from the dining hall, table clearers, with masks, will complete the task and disinfect their table

Additional Food Items

Coffee and Tea

Anyone who wishes to have coffee or tea with their meal can do so by wearing a mask into the designated and retrieving their beverage of choice.

- Hand sanitizer will be located beside the hot water dispenser and coffee area for staff to use prior to getting their beverage
- Social Distancing marks will be placed in the area for campers and staff to follow

Special Dietary Foods

Any camper who requires dietary food will be identified at the beginning of the summer. Counselors will keep track of their campers with dietary needs and will be responsible for getting their campers dietary food when they are setting the table or

getting the cabins meal at the start of each meal. This summer, there will be no entry into the kitchen by campers or staff.

Outdoor BBQ and Meal Procedure

We anticipate having additional outdoor meals beyond our regular Wednesday and Saturday outdoor BBQs where possible.

- 2 Food stations will be set up as normal on main field
- Campers will gather in their cabin groups on main field when the bell is rung
- Cabins will be called to the food areas one-by-one
- Head staff will serve food wearing masks
- Once campers have received their food, they will go to their designated area on main field for eating
- Each Cabin will be designated a condiments bin that a staff member will retrieve from in front of the dining hall
- A staff member from each cabin will also take their cabins pop order
 - A head staff member will distribute the required pop into a bus bin so the staff member can take it back to their cabin group
- When the meal is complete, staff members will gather ALL garbage and return any kitchen supplies before campers are dismissed

Nosh and Snack

Nosh will be served from the back porch of the dining hall this summer

- Unit Heads will retrieve the day's Nosh and distribute it into cabin allotments
- One staff member from each cabin will come to the back porch of the mess hall and take their cabins NOSH from their Unit Head and can distribute it to their campers
- Unit Heads and Staff Members are to always wear masks during the distribution

Bedtime Snack will be served from inside the mess hall, one unit at a time

- Only the Unit that is schedule for snack can be inside the mess hall at that time
- Campers and staff are to enter the dining hall wearing masks and sit at designated SNACK TABLES
- One staff member from each cabin can retrieve snack from inside the kitchen area and serve it to their cabin
- Once snack is finished, campers are to exit the dining hall before the next unit can enter for their snack time. Tables will be sanitized after each use.

Snack Duty

- Snack duty will be assigned to staff as usual
- When assigned snack duty, report to the kitchen at the required time wearing a mask

- All kitchen staff and snack duty are to ALWAYS mask IN THE KITCHEN

Tutti Fruity

- Fruit will be served OUTSIDE the office to limit the number of people entering the office area. Tongs will be used to serve a piece of fruit to each camper.

Camp Water Fountain Usage

Water fountains around camp will be sanitized at specified times throughout the day. Specialties located nearest to that water fountain will be required to clean their water fountain as part of their regular cleaning schedules (described below).

Until further notice, water fountain usage will also be limited to water bottle filling ONLY. Campers are not to drink directly from the water fountain and should always bring a personal (labelled) water bottle with them around camp.

To facilitate easier filling of water bottles, we have purchased large coolers with water dispensers for various locations around camp. As further refinements of public health measures are announced and as we move past the 14-day time point in camp, these restrictions may be removed.

Activities

Some specialty areas will require slight modifications to their normally operation.

Instruction and Masking

If a specialty staff is unable to give instruction from a distance, or it is required to physically touch a camper to assist them, both the specialty staff member and camper should wear a mask during that period.

- Masks are to be ALWAYS worn during indoor activities such as A&C, drama or any time a specialty uses indoor areas
- Swim: during instructional swim, swim staff must wear masks when physical distancing is impossible
- Ski: staff will be required to wear a mask when there is a spotter in their boat that IS NOT part of their cohort
- Sail: staff are required to wear a mask in a sailboat with campers who are NOT in their cohort
 - If the sailboat tips, the rescue crash boat will have extra masks to replace any masks that got wet during capsizing
- Canoe: similar to Sail
- Ropes: Wear a mask at all times when assisting campers with harnessing or coming into close contact with campers or staff.
- Tripping and Trips out of Camp will be covered in a separate section below

Signage for Distancing

As mentioned previously, signage for social distancing and masking will be placed where appropriate. If necessary, specialty areas will have “social distancing circles” for lessons and instruction. In each circle, stickers will be placed on the ground to account for adequate spacing between individuals and staff members, keeping cohorts separated.

Cleaning and Disinfection

More information on cleaning and disinfection can be found [here](#).

Specialty staff will be required to maintain a regular schedule of cleaning and disinfection of their areas. Cleaning will be required following each period, as outlined in [Table 3](#). At Specialty areas where there is sharing of equipment, such as waterskiing, ropes, and land sports, special care will be given to the disinfection of that shared equipment.

Out of Camp Excursions (Canoe Tripping)

Out of camp excursions will be extremely limited this summer. Canoe trips to Algonquin park will be limited to older age groups, while younger campers will trip directly from camp to minimize busing and potential exposure. All canoe trips leaving camp will be within cohorted groups. Only the tripping guide sent on the

trip will be from outside that cabin's cohort and the following practices will be in place to minimize contact. Please note that the entirety of a canoe trip is outdoors where the risk of viral transmission is low.

- The tripper will sleep in his/her own tent
- A mask will be worn where social distancing is not possible
- Only 1 other person will be allowed in the tripper's canoe to allow for adequate distance between the tripper and the camper

Evening Program

At the start of camp, when cohorting may be limited to a single cabin, the structure (or location) of evening programs will be altered since units will be comprised of multiple cohorts.

- Weather permitting, ALL evening programs will be outdoors
 - The use of new outdoor spaces such as tents will be encouraged
- If an evening program is indoors, masks must be worn by all campers and staff
- If the evening's activities require separate groups, cohorted cabin groups will be used
- If activities have a component of exercise or will lead to increased breathing rates, masks should be worn

Camp-Wide Programming

Camp-wide gatherings, at the start of camp will be held outside where possible. Should the entire camp gather in the Rec Hall, masks will be worn and social distancing between cohorts will be required.

- Friday Night Evening Program (FEP) will take place outdoors
- Friday Night Campfire will take place at our new 360-degree firepit on FAR FIELD!!
- All day programs will be delayed until the camp is a single cohort

PPE Emergency Kits

In an emergent circumstance that a specialty staff member, who is not in a camper's cohort has to engage with a camper who is NOT wearing a mask and physical distancing is impossible, emergency PPE kits will be available. Examples of situations can include, but are not limited to;

- Camper who is skiing needs to be helped in the water
- Swimmer needs help
- Canoe has tipped and campers are unable to t-rescue
- First aid response

Emergency kits will be placed at each specialty. Both waterski boats will be equipped with emergency PPE kits as well. The kits will include

- Protective eyewear

- gloves
- 3-ply surgical masks
- Hand sanitizer
- Disinfectant wipes

Essential Camp Visitors

We will restrict and limit all camp deliveries this summer. While deliveries during the summer are minimal, both mail and food must still be delivered, and camps laundry service must still function.

The main camp road will have signage instructing all deliveries to call the office upon their arrival for admittance into camp.

A log will be maintained for all ‘fast’ deliveries (mail, courier) to camp, and all deliveries will be performed OUTSIDE the office; for prolonged visits (food delivery, service/repair), the individual’s name will be obtained and logged. This log will be kept in the office in case contact tracing is needed.

Mail

Our mail and packages are delivered Monday through Friday by the Baysville post office. Mail delivery and pick up will require the same routine as described above. We will restrict the number of packages accepted into camp this summer. All deliveries will be performed OUTSIDE the office.

Food

Food deliveries may require a prolonged time period to complete. The driver (and assistant if present) will be instructed to wear a mask and glove. All individuals RECEIVING the food order MUST wear a mask and gloves. Delivery personnel do not come into contact with either Camp New Moon Staff or campers.

Laundry

- Campers will be instructed to drop off laundry to the office porch the **night before** laundry day, organized by cohort.
- Pick-up will be **scheduled** by cohorts.
- Scheduling by cohorts will avoid gatherings at the office
 - Unit heads will instruct counsellors on when their cabins should drop their laundry off and pick it up

Services

Additional Visitors to potentially include services including repair, deliveries and Inspectors

The protocol for their entrance into camp will be the same as listed above.

Camp Office

The camp office is an area of high traffic and will need to be accessed by multiple cohort groups throughout the day. Access to the office will be minimized compared to its normal usage.

Entry

To control the number of people entering the office this summer, a 'red' and 'green' indicator sign will dictate whether entrance to the office at that time. Office entry will be restricted when meetings are occurring, tuck is being dispensed or during other situations where there may be extra people in the office. A mask must be worn when entering the office.

Workspaces

Directors will not be required to wear a mask while in their own personal offices while they are alone. A mask should be put on and physical distancing will be practiced when others enter their space.

Masks must be worn in all common work areas, such as the programming or video offices, and usage is restricted to head staff and video staff ONLY unless granted permission for special programs.

Tuck

Tuck orders will be received the morning of (as typical), however the Unit Heads or designate may distribute each cabin's tuck to their cabin at the start of rest hour.

Capacity Limits

The office will mandate a new capacity limit this summer.

- Only 10 people will be allowed in the office (total for all rooms) at any given time.
- Only 3 people will be allowed in each office room

Canoe Tripping

Transportation

Transportation to and from canoe trip locations will be provided by chartered bus. Public health protocols will be followed during transportation. More information on transportation can be found in earlier in this document

Cohorts

- Trips will be organized and sent with cohorted groups **ONLY**
- Mixed canoe trip groups will not be sent this year
- Frequent hand sanitization will occur throughout the canoe trip

Trippers

- Trippers, who are outside of a cabin groups cohort, will sleep in their own tent, isolated from the rest of the cohort
- When adequate social distancing cannot be maintained between the tripper and cohort, masks must be worn

COVID Symptoms and Canoe Trips

- Daily health screening protocols will be maintained on canoe trips
 - Health screening will be administered by the trip leader and logged
- Trips will be sent with **PANBIO RAPID COVID TESTS**
 - If symptoms that are part of the array of suspected COVID symptoms are detected a test will be administered
 - If a positive test is reported, the tripper will contact the camp medical team via Satellite Radio for further advice.
 - Appropriate testing will be administered on remaining participants in the canoe trip
 - The camp medical team will contact public health and advice the tripper on the best course of action to take

Staff

Staff Lounge Usage

In order to maintain strict cohorting during the first few weeks of camp, careful consideration to how the staff lounge is utilized is required.

- Lysol wipes will be available to wipe seats down after use
- Masks are to be worn while in the staff lounge
- Distancing should be practiced
- Windows and doors will be left open to improve air flow

Days Off

Staff will be required to remain in camp for at least the first portion of the summer. If public health guidance is adjusted to reflect continued improvement in pandemic conditions, day off restrictions will be revisited and adjusted accordingly. In-camp days off will ensure that:

- Staff are fully relieved of responsibilities and can relax
- Opportunities exist to enjoy camp facilities and equipment
- can sleep in separate quarters if they wish, but maintain public health measures

Essential Trips Out of Camp

As mentioned in great detail in previous sections, Camp New Moon will minimize, to the greatest extent possible, all visitors entering camp, and camp participants departing from camp. Essential visitors into camp will be permitted (as described) only after screening and while following public health measures. Essential trips out of camp will be required on occasion for securing supplies, and these will be limited to the directors and maintenance staff. There may be certain situations in which a trip out of camp by a staff member or camper is deemed essential, including medical/health-related matters that are urgent. In all cases, those who must leave camp will be required to do the following:

- complete a travel log of locations visited and if possible, contacts made
- avoid close contacts
- complete a questionnaire upon arrival
- wear an appropriate mask

Those who are required to make multiple essential trips (more than a single isolated trip) will undergo rapid antigen tests 1 day after travel. Campers or staff members who must perform an essential out-of-camp trip will be driven by one of the camp directors (unless the staff member has their own vehicle). Vehicles with more than one individual **MUST** have windows open and passengers wearing masks.

While all non-emergency requests to leave camp will be considered on a case-by-case basis, the following will not be allowed and if deemed absolutely necessary by the parents to staff members, a mandatory 10-day isolation period may be required. The vaccination status of the individual may influence this policy as public health guidelines evolve. Non-essential travel will not be approved, including requests for:

- Graduations
- Family Reunions
- Weddings
- Orthodontic Work (non-emergency)
- Funerals
- Sporting Events
- Concerts
- Etc.

Health Centre

- Camp will operate with 2 separate Health Centre areas
- Our regular health centre will function as normal
- A 2nd building (Cook Nook) will be designated as our COVID Assessment Centre.
 - For any suspected COVID case (temperature, sore throat, sneezing), all evaluation and screening will take place in the COVID Health Centre. More information about suspected COVID cases and outbreak measures are detailed in the next section of this document.
- A canopy tent will be permanently situated outside of the COVID Health Centre to allow for outdoor screening, minimizing the need to enter the secondary health centre area.

Daily Screening

Under the direction of our registered nurse, staff members will be given instruction during pre-camp on how to screen for symptoms of COVID-19. Counsellors will complete a health screen on their campers each morning. The health checklist is outlined in [Table 4](#). **If a camper answers YES to any of the questions in the screening, they will be brought immediately** to the COVID Assessment Centre for further evaluation and testing. Medical/health staff or delegates at camp should be aware of documented seasonal allergies or pre-existing conditions that are not COVID-19 related (e.g. chronic runny nose/congestion/migraines) before determining subsequent assessment, and isolation of the individual and/or testing for suspected COVID-19 cases.

Regular Camp Clinic

Camp Clinic hours will be limited to conditions asymptomatic of COVID and will be made by appointment only – **no drop in visitors, please**. Any illness that may be a suspected COVID case should follow the protocol detailed below.

Medication Administration

Medications will still be administered during mealtimes. The staff member of the camper who requires medication can approach the nurse at the dedicated medication administration point and receive their camper's medication. Both the staff members and the nurses should be wearing masks during this administration.

PPE Kits

- Emergency PPE kits will be located in safe areas in each cabin in the event a staff member or medical team member is needed to transport an ill symptomatic child to the health centre for further assessment and physical distancing is not possible.
- Included in the PPE Kits:
 - 2 surgical Masks

- 1 Face Shield
- 1 Surgical Gown
- 2 pairs of latex gloves
- Hand Sanitizer

Illness at Camp

Illness, not related to COVID, is to be expected to some extent at camp. However, due to the high transmissibility of COVID, any illness that has symptoms mirroring potential COVID symptoms must be dealt with rapidly. A doctor or nurse should be consulted immediately and proper PPE by an attending staff member should be donned. For more information please refer to the Outbreak Management section of this document.

Outbreak Management

Camp New Moon has secured resources to conduct **THREE** kinds of tests at camp: 1) PCR tests through ICLabs 2) Rapid Antigen Testing, 3) Diagnostic ON-SITE molecular testing for symptomatic individuals (ID-Now). This places us in an excellent position to manage both asymptomatic screening tests, and if needed, diagnostic tests for those who are symptomatic.

Symptomatic Assessment

- If following the results of a daily health check, or at any other time, a camper or staff member shows signs of possible symptoms related to COVID-19, our outbreak management protocol will be triggered.
- If a CAMPER is showing signs of symptoms, any non-cohort staff member should open an Emergency PPE kit in order to protect themselves before taking the camper to the COVID Health Centre triage area. Cohort-member staff members should wear a mask.

Screening Area

- COVID 19 Assessment Centre (cooknook).
- 10x10 Canopy tents will be situated outside of the Covid Health Centre to act as a triage area for any symptomatic screening

Initial Health Screen

- Upon arrival at the designated outdoor/sheltered triage centre, a full COVID-19 assessment protocol will be completed by our camp nurse and/or the doctor with appropriate PPE (See Below)
- If deemed necessary an onsite diagnostic test will be administered, or a PCR test will be performed at the closest assessment site (following appropriate transportation protocols)

COVID-19 Assessment PPE Requirements

- KN-95 or surgical Mask
- Face Shield
- Medical Gloves
- Medical Gown

Isolation

- Regardless if a camper/staff member is tested, they will be required to remain in the COVID Assessment Centre in isolation for 24 hours, the cessation of symptoms and if deemed necessary, a negative test result
- Additionally, the entire cohort that is connect to that individual must remain isolated from other cohorts until more information is known

Test Results

Negative Results

- If the individual is still symptomatic, they will be required to remain in isolation for 24 hours or until symptoms resolve sufficiently

Positive Results

- If a positive result is identified, local public health will be notified for advice and direction
- The individual must remain in isolation
 - Parents will be contacted and instructed to pick their child up
- Individuals who test positive can only return to the program after a 10-day period of isolation and cessation of symptoms
- All other asymptomatic members of that particular cohort should be given a rapid POC antigen test
- If any of these tests come back as positive, that individual will be transported to the Covid Isolation Centre and a PCR test will be administered
- The cohort from which the positive individual is identified must remain physically distanced from the rest of camp, with any further action (including testing) to be determined through the advice of local public health officials

Reporting

- Once a confirmed Covid diagnosis is received, we will contact local public health and follow their guidance
- Ministry of Health also has reporting requirements for symptomatic testing for diagnosis or screening of asymptomatic individuals. We will comply to all requirements.

Appendix

Table 1. Parent Drop Off Schedule

Cabin Number	Drop-off window	Registration Tent
STITS	9:30-10am	Canopy A
CITS	10:00-10:30am	Canopy B
PC	10:30-11:00am	Canopy C
Prep Boys	10:15-10:45am	Canopy A
Prep Girls	10:45-11:15am	Canopy B
Inter Boys	11:15-11:45am	Canopy C
Inter Girls	11:00-11:30am	Canopy A
Junie Boys	11:30am -12:00pm	Canopy B
Junie Girls	12:00-12:30pm	Canopy C

Please note: This is a tentative schedule. A final, detailed schedule will be emailed to parents directly

Table 3. Cleaning and Disinfection Checklist for Specialty Areas

Date:	1st Period	2nd Period	3rd Period	4th Period	5th Period	After Dinner
Time						
Surfaces Cleaned						
Equipment Cleaned						
Date:	1st Period	2nd Period	3rd Period	4th Period	5th Period	After Dinner
Time						
Surfaces Cleaned						
Equipment Cleaned						
Date:	1st Period	2nd Period	3rd Period	4th Period	5th Period	After Dinner
Time						
Surfaces Cleaned						
Equipment Cleaned						
Date:	1st Period	2nd Period	3rd Period	4th Period	5th Period	After Dinner
Time						
Surfaces Cleaned						
Equipment Cleaned						

Table 4. Daily Health Screening Checklist

Camper/Staff Name	Do you have a headache?	Do you have a runny nose?	Do you have a cough?	Do you have a sore throat?	Do you have nausea or diarrhea?

Figure 1. Hand Washing Instructions



Washing your hands is an easy way to stop the spread of germs that can make you and others sick...and it only takes 15 seconds!

15
seconds to
remove
germs

<p>1 Wet Hands</p> 	<p>2 Apply Soap and lather</p> 	<p>When washing your hands pay particular attention to areas most often missed, like nails and between your fingers. Other things to keep in mind: keep nails short and clean; wash wrists and forearms; and remove watches and jewelry when you wash.</p> <p>Remember to wash your hands:</p> <ul style="list-style-type: none"> • Before and after eating and/or preparing food. • After using the washroom, coughing or sneezing, using a tissue to wipe your nose, changing diapers and handling pets. • When your hands are dirty.
<p>3 Scrub Hands, wrists and under nails</p> 	<p>4 Rinse</p> 	
<p>5 Dry hands (with paper towel)</p> 	<p>6 Close Tap (with paper towel)</p> 	

For more information call Health Connection at 705 721-7520 or 1-877-721-7520 or www.smdhu.org



Figure 2. Physical Distancing Signage



Figure 3. Water Fountain Sign



Figure 4. Masking Signage



The signage features a red banner at the top with the word "STOP" in large white letters and a white warning triangle with an exclamation mark. Below this, on a blue background, are four circular icons with green borders, each followed by a white text instruction. The icons are: a person wearing a face mask, a hand being sanitized, two people with a 2m distance marker, and a person with a fever.

STOP

- 

You must wear a face covering at this site.
Age and medical exemptions apply.
A mask or other face covering should be tightly fitted to cover the nose, mouth and chin
- 

Use alcohol-based hand sanitizer.
- 

Keep at least 2 metres (6 feet) distance from others.
- 

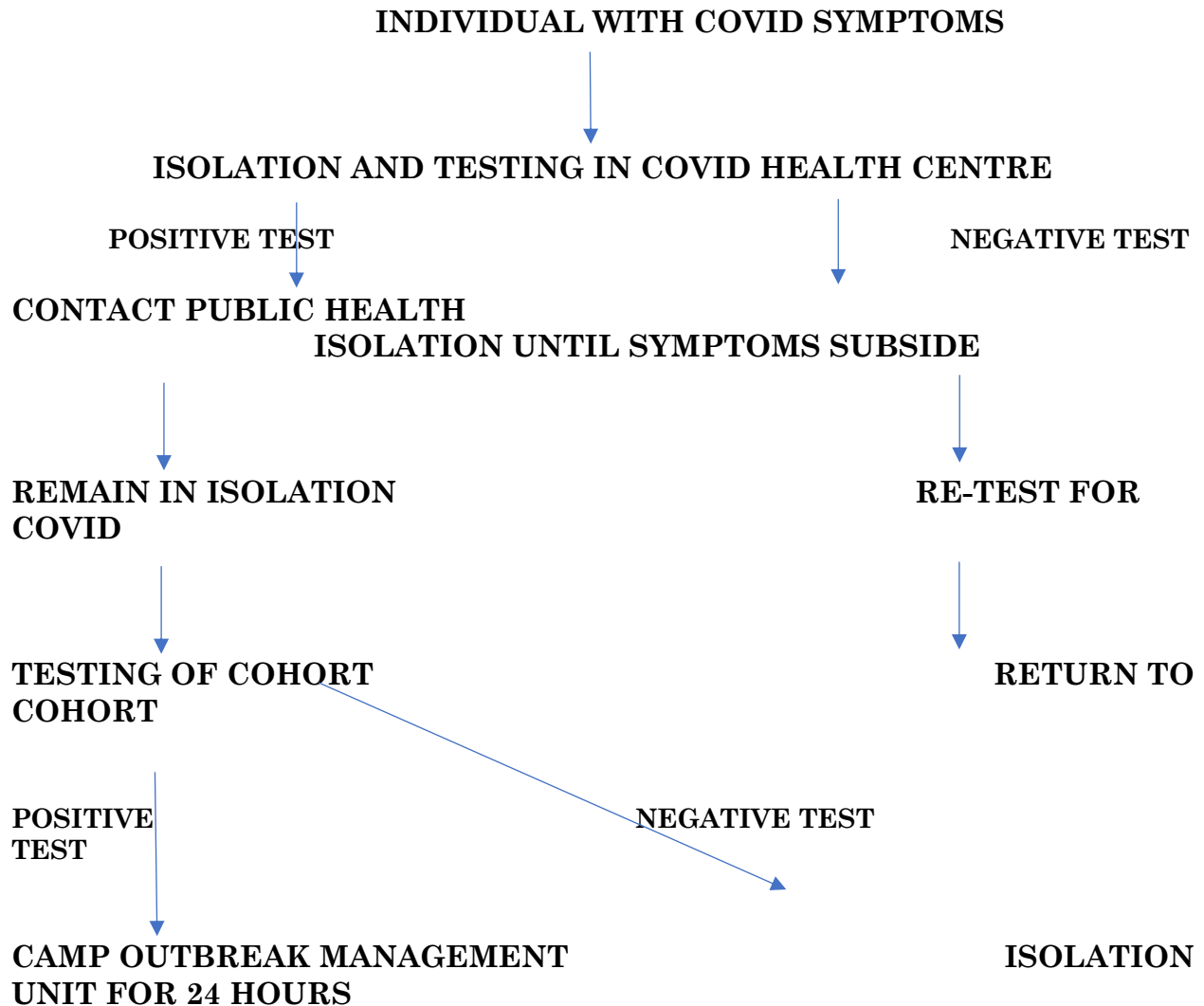
Stay home if you are sick.



Tel: 705-721-7520
Toll free: 1-877-721-7520
simcoemuskokahealth.org

The situation is changing rapidly. Visit our website for regular updates:

www.smdhu.org / **COVID19**



Those who have been notified by the Close Contact APP or believe they have been in close contact with an individual with COVID-19 will be tested at an Assessment Centre, as per MOH guidance.