

# Covid-19 Operational Mitigation Response

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Luther Park is committed to providing a safe and healthy camp for all participants (this includes staff, volunteers, campers, families and guests). To ensure we have a safe and healthy camp, we have developed the following COVID-19 response plan. All participants are all responsible for implementing this plan. Our first goal is to mitigate the potential for transmission of COVID-19 in our camp and communities, and that requires full cooperation among our staff and participants. Only through this cooperative effort can we establish and maintain the safety and health of all persons in our environments. Our second goal is still provide the opportunity for campers and families to attend and participate in the undeniable positive benefits of the overall summer camp experience.

## Introduction

This document is an overview of Luther Park's primary covid-19 mitigation efforts. The supplements to this document provide further detailed procedures for specific functions or program areas. The overall approach to managing social distancing and group size will be to manage all camp activities by cabin group, program area and space.

## Important definitions

- Camper: any child or adult that is participating in a Luther Park event or program.
- Participant: collective term that includes all campers, families, staff, guests, or volunteers.

## Camp Communication

- Emails will be sent to registered campers, Church leaders and summer staff as necessary with updates to COVID-19 decisions, policies and procedures.
- The Covid-19 page on the website will have the most up to date information.
- Updates will be posted on Facebook page as needed.
- Registered campers and families and Church leaders will receive an email 2-3 weeks before they are to attend camp with the following information:
  - The overall Camp during COVID Plan which will include the plan and prevention practices that staff are putting into place while campers are onsite. This will have information about what to pack, how camper check-in will happen and what campers will expect while on site.
  - The Pre-Camp Health Screening and instructions on how and when this form should be filled out. See *Health Screening and Assessment Section below*.
- Additional email messages will be sent to camper families and Church leaders if significant changes are made to this plan or other appendixes procedures that will impact campers or their families, such as cancellation of programs or pre-camp requirements for campers or their families.
- Campers or family members of campers that are at high risk of serious complication from a Covid-19 infection, or live in a household that has a high risk individual living in the household, are recommended to not attend camp this summer. High risk individuals are those with certain underlying health conditions and older adults. If you are unsure of your risk factors consult with your medical care provider.

## Health Screenings and Assessment

- Symptoms and Screening Information
  - COVID-19 symptoms may include: fever of 100.4 or higher, cough, loss of taste/smell, shortness of breath, sore throat, fatigue, body aches, diarrhea, vomiting or nausea, chills, shaking with chills, or muscle aches.

- Anyone, staff or camper or family member, that know they have been exposed to someone with the Covid-19 virus in the two weeks prior to coming to camp cannot attend camp and will be turned away until they have self-isolated for two weeks and are symptom free for a minimum of three consecutive days.
- Pre-Camp Health Screening
  - Parents and summer staff will be sent a 10-14 day health assessment screening form to be completed daily at home for the days prior to their scheduled arrival at camp. These forms are to be turned in at check-in as part of the onsite health screening of all campers upon arrival at camp. Those campers without the completed form will be asked to leave the camp without getting out of their vehicles.
- Check-in Health Screening
  - Initial onsite health screenings will be performed before campers exit the vehicles they are arriving in. All non-registered campers including parents and guardians will remain in vehicles until they are instructed to exit the vehicle and instructed where to go.
  - These screenings will be performed by the camp's designated health care supervisor, assistant or a volunteer camp nurse. It will include questions regarding travel, health symptoms and temperature checks before campers leave their vehicle or continue the check-in process.
- Daily Health Screenings
  - Ongoing health screening will be done daily. Each camper, staff, family member, guest or volunteer will be screened once per day, in the morning, by the Health Care Assistant or Camp Nurse.
  - A chart for each camper or family group will be filled out and kept by the Health Care Assistant or volunteer Camp Nurse in camp's confidential medical records.
  - If the Health Care Assistant (or volunteer Camp Nurse) is unable to do the daily checks, the Program Manager will be trained to fill their spot.
- Health Screening Assessment
  - Health screenings where participants may be exhibiting COVID-19 symptoms will be evaluated by the Health Care Assistant and/or Health Care Supervisor and/or the Volunteer Camp Nurse. All communication about such assessment will be discussed with the Associate Director. Any camper or guest that is exhibiting COVID-19 symptoms will immediately be quarantined from the rest of camp and a plan for how the camper/guest will get home or further medical attention will be arranged.

## Face Masks

- A face mask means a face covering like a non-medical disposable mask, cloth mask, scarf or gaiter that properly fits your face. The mask should fit snugly around your mouth and nose.
- Face masks will be mandatory when...
  - participants are in indoor, public spaces, except when eating or sleeping.
  - participants are outside and social distancing is not possible.
  - participants from different pods are interacting in close range.

## Camper Check-in Procedures

- Camper families will be notified of enhanced screening procedures and be sent the 10-14 day at home health screening form at least three weeks before their scheduled arrival at camp. *See Health Screenings and Assessment section above.*
- Check-in will be done in a drive-thru style with outdoor stations manned by camp staff for each check-in station. Registered campers will leave their vehicles only after completing the registration process.
- Families will be asked to stay in their vehicles, until instructed to get out for a health screening and to unload the car.
- All staff will wear masks during the entire check-in process even when outside.
- All campers and parents will be asked to wear a mask when they leave their vehicles.

- Campers with a fever of 100.4 degrees Fahrenheit or more, or that otherwise fail the health screening will be not be allowed to leave their car and will be sent home.

### **Camp Pods**

- A “Camp Pod” is essentially a cabin group (a small group of campers that campers are sharing a cabin/sleeping space with).
- Camp Pods are not required to wear a mask within their own Pod. However, if Camp Pods gather to do a social distanced activity with another Pod, face masks will be required for all participants.
- Camp Pods (cabin groups/non-masked groups) will be a limited number of people unless the proper health screening, quarantining and agreement is made with all group members, their parents/guardians and the Luther Park Staff.
- Camp Pods will be asked to sleep opposite top/bottom bunks to ensure that there is distancing while campers are sleeping.

### **Cleaning and Sanitization**

- All across Luther Park ministries, we are using a “Sani in/Sani out” method of sanitization. This means that every building and every activity has a “Sanitization in” and “Sanitization out” policy where a sanitization process of hands/supplies/etc. happens when entering and exiting a building and/or before and after the activity.
- Luther Park will continue to use cleaning products that are both anti-viral and anti-bacterial. This includes hand soaps, cleaning detergents, sanitizers and disinfectants.
- All participants will have regular access to hand washing and/or hand sanitizing supplies.
- Staff will review and maintain supply levels of all cleaning equipment and dispensers daily.
- Staff will be trained on the camps enhanced COVID-19 cleaning and disinfecting procedures.
  - Sanitizing in facilities includes the wiping with disinfectant of all high touch areas such as door knobs, light switches, and faucets.
  - Living areas including cabins – Swept and trash removed daily, sanitized twice daily as well as between groups, hand sanitizer will be available in all sleeping areas.
  - Other buildings will have increased cleaning and sanitization procedures depending on usage, when possible between each user group. See cleaning procedures for each building in the supplement.
  - Program areas and equipment cleaning and sanitization is dependent upon each program area. See cleaning procedures for program areas and equipment. Food service tables and equipment will be cleaned and sanitized after every meal.

### **Food Service**

- Each Camp Pod will...
  - dine and eat together. There will be no mixing of Camp Pods during meals.
  - have their own, labeled table (both inside and out) that they will use the entire time they are at camp. There will be a minimum of one full empty table space between Camp Pod eating spaces while inside the Lodge Dining Hall.
  - have their own dining table carrier which will include silverware, napkins, condiments, hand sanitizer, salt and pepper, and any other items that they may need to use while eating.
  - will be dismissed individually to wash hands and get food.
- All meals will be served by “plated buffet” style. This means that the kitchen staff will serve the food to the participants. Participants will not touch utensils in the serving line.
- All meals will be eaten outside, unless the weather is not suitable.
- If meals need to be eaten inside, Camp Pods will use the dining hall, the screen porch and the basement so that they will have space to be safely separated.
- Each person must wash their hands at the temporary handwashing station before entering the Lodge.
- Each person must wash their hands after each meal at the handwashing station.

- Handwashing before and after meals will be monitored at all eating places.
- If meals or snacks are being eaten not near a handwashing station, then all participants must sanitize their hands before and after eating.
- Signs will be posted strategically around camp as reminders to practice hand washing and social distancing.
- Windows, ceiling fans and box fans will be used in the Lodge to help improve ventilation when building is in use.
- Camp Pods will be responsible for clearing their own plates into the “happy scrapper” food scrap bucket on the table at the end of each meal. Then, they will be asked to stack all their cups, plates, bowls and silverware in the gray wash bins.
- The Camp Pod on Kitchen Patrol will help bus the tables (gray wash bins, happy scrapper buckets and condiments/silverware bins). Campers will wear gloves while doing this duty. They will bring the gray bins to the kitchen for washing, dump the happy scrapper buckets and place the condiments/silverware bins in designated spots.
- The Kitchen Staff will disinfect tables after use.
- Gloves will be worn by all persons handling dishes; both in setting tables and in receiving and cleaning dirty dishes.
- Food Servers will wear facemask and gloves. If gloves become torn, ripped or contaminated by touching something other than the utensils/food, new gloves will have to be put on.

### **Air Ventilation**

- Air Purifiers will be located inside the basement of the lodge to help ventilate air in the case that all campers need to be in the storm shelter for severe weather.
- Air Purifiers will have Heppa filters and be appropriate for the size of the space.
- Cabins will have windows open at all times and fans running to keep the air moving.
- In the event that campers need to be in another building, like the dining hall during meals for days that it is rain, windows will be open and the fans will be running at all time to also ensure the movement of air.

### **Large Group Activities**

- All large group activities have been reevaluated to ensure that distance can be kept between Camp Pods, and if distance cannot be kept, the activity has been cancelled for the summer.
  - Worship/Campfire: While outside campers must keep their mask on at all time during the worship/campfire experience. Camp pods will sit together and at a distance from other camp pods. If it is raining, worship/campfire will be had inside the basement of the Lodge. Camp pods will sit at distance from each other and keep masks on at all times. Windows will be open and air purifiers will be running.
  - All Camp Games: Games that will played this summer are games where campers stay and play within their camp pod. For example; the game Boofers (where campers all compete against each other running around and intermingling) will not be played as it has been in the past. However, the game Boofers will be adapted to be a safer game.
  - Freetime: Campers will travel with their camp pods during the three hour freetime. Instead of campers being able to mix and mingle, camp pods will decide as a group the different activities they would like to do during freetime. Options include: games/activities, swimming, boating, crafts, etc.
  - Variety show: Variety show will be done outside either at outdoor worship or off of the deck by the lodge. Masks will be worn by all campers while watching if distancing is not possible, but campers may remove their mask during their performance because they will be 6+ feet away from the audience.

### **Tent Camping**

- Tent camping will be restricted to two occupants per tent from the same camp pod/group and sleeping head to toe.
- Only one camp pod or retreat group will be allowed to camp in one spot at a time.

## Canoe Trips

- Canoe trips will not be run for summer camp, however, retreat groups are able to do canoe trips if they follow the following COVID-19 procedures.
  - Transportation:
    - Camp will help provide transportation of canoes and campers, however, it is asked that the retreat group also helps provide transportation.
    - All staff and retreat group members will wear a mask while in the vehicle AND windows must be down.
    - While on the river, camp staff will be in the same canoe.
    - Masks are not safe to be worn while in the canoe in case of capsizing.
    - While stopping to swim or eat, groups must maintain social distance.

## COVID Exposure or Positive Test Procedure

- In the event a participant exhibits symptoms of COVID-19 or has a fever of at least 100.4 Fahrenheit will be quarantined on camp until a parent or guardian can take them home. In the case of an adult with their own transportation, they will be sent home to self-isolate.
- On camp Quarantine will be in the Med Shed, a Log House Room or Retreat Center room depending on lodging space availability for the week. A location will be determined and designated before each group arrives onsite.
- If necessary, secondary isolation areas will be in other Retreat Center or Log House Rooms.
- Staff that are sent home with suspected COVID-19 symptoms will not be able to return to camp until they fulfill a two week quarantine process and stop exhibiting COVID-19 Symptoms.
- Staff that are considered a close contact exposure will have to self-isolate for two weeks from the exposure date.

## Conclusion

These guidelines are subject to change as conditions change or recommendations from the State of Minnesota Health Department, State of Wisconsin Health Department, CDC, Burnett County Health Department or ACA change. We appreciate everyone's patience with and adherence to these guidelines. Although there is no way to make Luther Park risk free of Covid-19 infection, we believe these mitigation efforts will provide significant safeguards to prevent an outbreak from occurring.

Further mitigation specifics are detailed by location and program area. All staff members are expected to become familiar with these and new procedures as we develop, train and disseminate additional and more specific mitigations standards which may become necessary