



# Health and Safety Plan for Camp Captivate

The health and safety of campers, staff and families are the highest priority of Camp Captivate, and we have procedures in place to facilitate a healthy camp setting. We are monitoring the COVID-19 pandemic and we are following safety and health recommendations of the [Center of Disease Control](#) (CDC) as well the [Santa Clara County Public Health Department](#).

## DAILY PROTOCOLS IN RESPONSE TO COVID-19

- Check if students show symptoms of illness. Students with symptoms will be observed and temperature may be taken. Students with symptoms of illness will be sent home.
- Wipe down all surfaces (door handles, camper desks, lunch tables, etc.) using disinfectant spray between logical transitions and at the end of each day.
- Avoid high-fives, handshakes and hugs and adjust games and celebrations to decrease person-to-person transmission. Keep personal space!
- Discourage students from touching their face.
- Encourage students to sneeze into their elbow or into a tissue. Tissue will be available in each classroom.
- Wash their hands regularly and oversee the hand-washing of every camper before and after snack and lunch, after recess and playground access, and after using the restroom.
- Have hand sanitizer available at exits of each classroom.
- Discourage students from sharing food or drink to prevent transmission.

## HEALTH SAFETY

- Health History information is collected for every camper through online registration software. The information is reviewed in advance of camp start each week by the director and the appropriate main

teacher. The director and teachers will have a binder containing the hard copies of the emergency cards for each camper and will have access to online emergency data.

- Reduce the spread of communicable illness or disease by facilitating regular hand washing and/or the use of hand sanitizer several times throughout the day, especially before and after eating and returning from the playground. Cleaning of table surfaces and “high touch” areas with disinfectants. Coordinating with the custodial staff at school sites to maintain a clean environment.
- Reviewing health history related to allergies and minimizing the risk to campers with food allergies and dietary restrictions.
- Nut Free Camp. Parents are asked not to pack lunches containing nuts.
- All staff receive training on identifying the symptoms of anaphylaxis reaction and teachers are current in First Aid and are trained how to use an EpiPen. EpiPens are carried by the staff member responsible for the camper at any moment during the day.
- All staff receive training about how to minimize the spread of communicable disease.
- Staff will wear fanny packs with some basic first aid supplies.

## CAMPER MANAGEMENT

- Camper-to-staff ratios are always maintained and are dependent on the program. In Explorers, the ratio will not exceed 1:12. For the S.T.E.A.M. Jr and S.T.E.A.M. Plus programs, the ratio will not exceed 1:16. No camper is ever alone with a single staffer as we use “the rule of 3”.
- While supervising campers or working near camp exits/boundaries, staff use a combination of the following practices:
  - Staff will require that all campers are wearing the CC t-shirt as a visual identifier.
  - Staff will position themselves between campers & exit points.
  - Staff will coordinate so that there are staff eyeballs on students from every vantage point. (ex: on playground)
  - Staff will clearly set expectations with campers regarding boundaries and areas which may be off limits.
  - Staff will use cones to create physical barriers if needed.
  - Staff will visually scan the entire group every two to three minutes. Eyes on students at all times!
  - Staff will conduct camper headcount every ten minutes and before/after all transitions.
- Campers must ask permission to leave the visual range of their group (e.g. going to the bathroom, getting a drink of water or something from their backpack, going to the office, etc.).

- Explorers campers (ages 5-7) will always be in direct staff supervision, but staff should stay outside of the bathroom itself. Bathroom breaks are incorporated into transitions to facilitate this. (Note: Room contains a bathroom)
- S.T.E.A.M. Jr (ages 7 to 10) and S.T.E.A.M. Plus (ages 10-13) campers may use the buddy system for bathroom and water breaks. A leader may want to escort the STEAM Jr. student at their discretion.
- Start of day check in: Adults drop off their camper and sign in at the front desk. On the first day of attending camp, authorized adults review the authorized pick-up list.
- End of day check out: Only adults who are on the authorized pick-up list and show photo ID can pick-up campers at check-out. The teachers will monitor sign outs and check IDs and authorizations at the classroom.
- Adult visitors to camp must have approval from Ildiko Stennis (owner) and/or the Camp Director before being allowed on campus.

#### **FACILITY & OPERATIONAL SAFETY**

- The Director will do a visual scan and walk of the campus every morning before campers arrive to ensure a physically and emotionally safe environment for campers.
- Teachers and leaders will model and reinforce safe use of all curriculum materials and tools and will go over safety and expectations for each activity.
- Staff will facilitate a safe and fun outdoor play and make sure that shoes are worn at all times.
- The director and teachers will monitor the impact heat may have, and adjust camp activities appropriately. Supervise campers applying their own sunscreen.