

A Plan for the Reopening of Camp Caroline

Helping to minimize risk and maximize safety while nurturing people at Camp Caroline is at the forefront of all our efforts! We will act in accordance with all state and local guidelines for operations.

Please remember the 3 W's

Wash your hands frequently for at least 20 seconds

Wait at least 6 feet apart

Wear your face protection and practice social distancing

Camp Caroline facilities are cleaned and sanitized (food preparation and service areas) or disinfected (restrooms and shared spaces) before and after all groups.

Current Usage

- Discover Camp Caroline through our wonderful cottages and the outdoors
 - New Cottages (10 people/cottage max), Directors Cabin (4 people max), Slaymaker House (4 people max), waterfront, game fields, walking trails, three outdoor worship centers, pool
- Day-Use groups of all the outdoor areas except playground until further notice
- Facilities not listed may be available. Contact camp management for information.
- Groups are encouraged to access our many available resources to support Christian programming needs, such as spiritual activities, morning watch and evening vespers, hymnals, and more. Please speak with camp staff about your needs.

We are pleased to offer a Staying Safe Together at Camp Caroline presentation to all guests and a health questionnaire/screening will be required. Camp Caroline reserves the right to ask anyone and their group to leave who presents with symptoms/illness while on site. Camp usage rates and fees are non-refundable.

Overnight in Cottages and Day Use (Outdoors)

- (1) We will follow the most current groups size numbers at the time of the retreat allowed by State Officials. If there are multiple groups on camp at the same time, a schedule for facilities use will be provided by staff to encourage safe practices regarding social distancing and shared space.
 - (a) FOOD: Participants will be asked to bring all food items including ice, already prepared, as Cowell Hall, Ward Hall, and all other kitchens are closed at this time.
 - (i) Overnight visitors will use the kitchens provided in the housing they reserve.
 - (ii) Grill use IS allowed with reservation.
 - (b) POOL: All pool users will be required to bring their own chairs and towels for use.

- (i) We will be at half capacity until further notice with a cap of 25 users at a time in the pool area (water and deck).
 - (ii) All guests will be required to schedule their pool time in advance with Camp Office. This will help us oversee the pool limit. A Lifeguard is required for swimming in the Camp Caroline pool.
 - (iii) All guests will be required to check-in at the Camp Office, or with the lifeguard on duty before entering the pool. Health Screening must be completed EACH time you enter the pool area.
 - (iv) Each person will receive a water-proof wristband indicating that they have checked in with camp staff. Wristband will be returned when you leave the pool area.
 - (v) Camp Caroline will not provide chairs, tables, or pool toys this summer. If guests bring their own, guests must set-up 6 feet from the edge of the pool, and in socially distant arrangements. Guests will need to remove their equipment when departing the pool.
 - (vi) A sanitation station will be available at the gate of the pool to disinfect your equipment.
 - (vii) Staff will clean and disinfect bathrooms daily.
- (c) WATERFRONT: Participants will be required to bring their own chair and towels
- (i) The front of the boathouse will remain locked. Equipment will be accessible in the back of the boathouse.
 - (ii) Canoes, kayaks, paddles, and sailboats will be cleaned with a soapy water solution and a bleach water solution at disinfectant strength after each use and will be left to air dry.
 - (iii) Lifejackets will be dunked in a cleaning solution after each use and left to air dry.
 - (iv) We encourage you to use the same lifejacket for the duration of your stay.
- (d) PLAYGROUND: **Currently closed.
- (i) Spray down every piece of playground equipment with Disinfectant strength solution after EACH group's departure. Allow to air dry.
- (e) ATHLETIC FIELDS: Social distancing should be maintained while using the fields. Groups will be asked to provide their own game supplies.
- 2) Overnight Cottage Use
- a) LINENS AND TOWELS: Will continue to be provided. Mattress covers are made of a material that is easy to disinfect.
 - i) Groups will be invited to bring their own pillows.
 - ii) Guests will be asked to place all linens and towels in a plastic bag at the end of the stay.
 - iii) Guests will be asked to put the plastic bag in a designated location.
 - iv) All towels and linens are professionally cleaned by Cowell's Cleaners after each group's stay. Cowell's Cleaners is washing our linen at the

same specifications they do for Craven Regional Medical Center in New Bern. All linens and towels are washed with EPA approved cleaners and bleach in 140 degree water and dried in professional-grade dryers at a minimum of 100 degrees. Cowell's Cleaners employees are wearing masks and switching gloves between loads.

- b) KITCHENS AND BATHROOMS: All cleaning, sanitizing and disinfecting will occur prior to and at the conclusion of your stay.
 - i) All bathroom surfaces will be cleaned and disinfected according to CDC guidelines.
 - ii) All kitchen food surfaces will be cleaned and sanitized according to CDC guidelines. Non-food surfaces will also be disinfected.
 - iii) Please wash all dishes and kitchenware with hot, soapy water or in the dishwasher at the highest heat setting. We encourage you to use paper plates and disposable utensils and cups.
 - c) FLOORS: Lower level and all bathroom floors will be cleaned and disinfected. Carpeted areas will be vacuumed by staff at the end of the stay and groups will be asked to vacuum daily, per CDC recommendations.
 - d) OUTDOOR PORCHES: Will be cleaned and disinfected between groups.
- 3) Other Facilities - Other facilities on Camp Caroline may be available, dependent upon things such as size of group, duration of stay, etc. Please direct requests to Casey Perry, Camp Manager.
- 4) CAMP CAROLINE STAFF PROTOCOLS for ASSURANCE:
- a) Routinely touched surfaces are monitored and cleaned twice daily. We strive for the day's opening and again at mid-day.
 - b) We respect the sanctity of the living spaces families and groups will occupy during their stay; therefore, camp staff will not enter group space unless maintenance needs are required. Groups will be encouraged to wipe down their frequently touched surfaces twice a day, and the camp will provide approved disinfectants and sanitizers that are EPA approved. *See LIST N: Disinfectants for Use Against SARS-COV-2.*
 - c) If the staff needs to help administer First Aid while with groups: camp staff will wear appropriate PPE to include a rain-coat worn inside out and backwards, disposable gloves, and face mask. Following an incident, all incident reports will be completed at a socially distant follow-up meeting scheduled with Camp Staff.
 - d) Camp Staff will wear masks when engaging with groups-especially indoors.
 - e) Camp Caroline will provide a Cleaning Supply station on the Ward Hall Front Porch. The station will help provide disinfectant spritzers and sanitizer spritzers for groups to utilize in their indoor facilities. Camp will provide EPA approved cleaners for this station. We are striving to use Microban 24 when available and ask groups to consider donating ready-to-use spritzers.

Pickleball/Gym Usage - as soon as safely allowed

Important Note: The Lee Gym and Classrooms are currently closed for use by groups. We will continue to follow the governmental mandates while developing safe-use protocol for participants and staff members.

Pickleball Staff duties and obligations in the gym for pickleball are as follows:

- (1) 8:30-9:00 - door handles, tables, and restrooms will be disinfected.
- (2) Front desk for check-in-procedure includes checking participants' temperature using an infrared thermometer. People will sign in with a pen only that person uses on a paper sign-in sheet and pay for the session using exact change. People signing in with above average temperatures will not be permitted into the gym. According to the insurance board, a temperature of 100.4 is the threshold for church volunteers and staff.
- (3) At 10:30 the RR's door handles and counters and toilet seats will be disinfected with proper solution of bleach and water from CDC guidelines.
- (4) At the end of play time at 12:00, staff members disinfect the RR areas thoroughly including all the toilets, sinks, counters, handles, door handles, and will mop the floor with properly measured DHHS and CDC bleach/water solution.
- (5) From 1-2 on that shift, the gym floor will be treated with Camp's floor scrubber machine using the recommended mild detergent and water solution, then allowed to air dry until use the following day. Chairs will be sprayed down with a proper disinfectant solution of bleach and water from DHHS and CDC guidelines.

Pickleball Participant Responsibilities

- 1) All participants will be required to complete a Health Questionnaire upon registration. As symptoms develop over time, this form will be required each day a participant registers.
- 2) Hand sanitizer stations will be located at the entrance of the gym. All participants will be asked to sanitize their hands as they enter and leave the building.
- 3) Participants are asked to provide exact payment.
- 4) Participants will have spaced seating at a minimum of 6 ft. apart around the perimeter walls of the gym. Participants will be required to supply their own paddle for play, as well as bring their own water. Participants will be asked to use a maximum of 4 game balls per court/per game. At the end of each game, the balls will be left in a disinfecting bucket solution for 1 minute and then left on a disinfected table to air-dry before next use. Participants found not adhering to these guidelines will be asked to leave the premises immediately.
- 5) Attached is the USAPA Pickleball COVID-19 returning to play guidelines: [USAPA COVID-19 Guidelines for returning to play](#)

**All facilities on Camp Caroline will have a time- and date-marked checklist documenting each cleaning/disinfecting as well as the staff member responsible.

Important

This is a living document. We will continue to follow all governmental mandates regarding safe-use of Camp Caroline. If a visitor or staff member test positive for COVID-19, we will enact deep cleaning and disinfecting protocols as directed by the CDC, which may require parts of camp to be temporarily closed.

Additional facilities would be allowed to open as the staff members get used to the demands of maintaining the new CDC protocols for the above. We will continue to develop our plans to have the remaining facilities available to include cabins, Cowell Hall, Ward Hall, as well as expanded gym use for overnight groups. *Our hope would be to be fully open in August (IF pandemic and officials allow).* All of these facilities are recommended to **not** open at present because of hesitancy around managing the community use kitchen space, as well as the development of staffing and time requirements in order to clean **and** disinfect/sanitize our larger facilities.

Many sources were used to create this document, including:

- Insurance Board “Covid-19 Resources & Legislation”
 - [Insurance Board COVID-19 and Re-opening you Church Office](#)
- CDC Procedures for Disinfecting Spaces
 - CDC recommendations for multiple types of spaces and surfaces:
<https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html>
- DHHS Information Regarding the Use of Bleach Solutions for Disinfecting
 - [Bleach Solution Mixing Guide](#)
 - The bleach solutions referenced for use throughout this document will be made according to the guidelines in the above document. The concentration level of the bleach solution will be determined by the amount of water being used to create the solution and concentration of Sodium Hypochlorite within the bleach itself. The solution will have to be remade as application needs change.

****Sanitizing** is the process that reduces but does not eliminate germs on surfaces to levels considered safe by public health codes or regulations. A sanitizer may be appropriate to use on food contact surfaces (dishes, utensils, cutting boards, high chair trays). Disinfectants should not be used on food prep surfaces.*

***Disinfecting** is the process that destroys or inactivates germs (but not spores) on an object. A disinfectant may be appropriate to use on hard, non-porous surfaces such as diaper change tables, counter tops, door & cabinet handles, and toilets and other bathroom surfaces.**