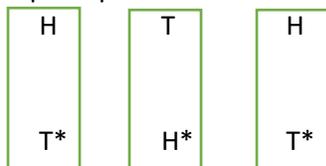


Mancelona Camp COVID Procedures and Policies

July 2020

Dorms

- Youth will only be allowed to be in the dorm they are sleeping in. No parents or friends will be allowed into dorms, including during drop-off and pick-up.
- Campers will sleep head to toe on top and bottom bunks, as well as head to toe with adjacent bunks. *=top sleeper



- Beds will be six feet apart if possible (some bunks may be blocked off). If not possible, plastic sheeting will be hung between beds to minimize contact between campers. Campers will stay with their dorm groups at all times (eating, chapel, travel, activities, etc.)
- Dorms will be limited to 10 campers per section. (Currently we will have 6 sections, so a maximum of 60 campers. We will have one counselor per section.)
- Campers will be required to keep their personal belongings stored in their bags and kept by their beds.
- Windows should remain open to allow for circulation of outside air in the dorms.

Food Service

- Campers will sit and eat with their dorm groups. Tables will be spread to minimize mixing of groups and promote social distancing. Our eating area is outside (pavilion).
- Food will be served by staff wearing masks and gloves and following all Serv-safe rules.
- All tables will be sanitized after use.
- Dorm groups will be assigned tables to eat at and will sit at the same table for the week.
- Meal times for groups may be staggered to help maintain proper distancing. All tables will be disinfected after each group.
- Campers will use disposable plates, cups, and utensils.
- Kitchen staff will be required to wear masks and will be screened by the health staff each morning for COVID-19 symptoms.
- Drink cups will be filled by staff and placed on a table to be picked up by campers.
- Campers will wear a cloth mask when going through the food line.

Cleaning Bathrooms and Dorms

- Sanitizer will be available by each door of the dorms. Campers will be strongly encouraged to use the sanitizer every time when entering their dorm.
- Door handles of buildings will be disinfected at least twice per day.
- Bathrooms will be cleaned and sanitized at least twice per day.
- Bathroom fans will be run continuously to increase percentage of outside air in the room.

Travel

- Our camp regularly travels for afternoon activities. We will be using buses from Harbor Light.
- We will have fully licensed commercial drivers for each bus and will follow all guidelines and precautions. The buses would remain at camp for the week when not in use and would be disinfected per CDC guidelines after each outing.
- Campers will sit in assigned seats on the bus with their dorm group. We will have a gap between groups on the bus. Masks will be worn while on the bus.
- Our travel will be limited to natural settings only where mixing with the public is unlikely to occur. These include rafting the Jordan River, a nearby farm, and possibly a beach.
- Staff will sanitize the rafts with rags and cleaner quickly. Check with them on procedures for sanitizing life jackets (ecolab).

Health Policy – Point of Contact Person: Jim Rathbun (231) 886-0175

- **Prescreening**
 - ✓ Testing for COVID19 is not required before attending. If you have been tested, we will ask about the results of that test. A positive test result will mean you are not able to stay at camp.
 - ✓ Please self-quarantine as much as possible for two weeks before arriving to camp. This limits your possible exposure and makes camp safer for everyone.
- **Screening at Camp**
 - ✓ All campers and staff will be screened upon arrival to camp.
 - ✓ Everyone will have their temperature checked and recorded. If a camper has a fever over 100.4 degrees F they will not be allowed to stay.
 - ✓ Parents will be asked the following questions: Have you or your child been in contact with a person who has or is suspected to have COVID-19? Has your child felt unwell in the last 3 days?(fever or chills, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, and/or diarrhea)
 - ✓ Campers will be asked the following questions: Have you felt unwell in the last 3 days? Are you feeling well today?
- Masks will be required to be worn at check-in by all staff, campers, and parents.
- All campers should bring a cloth mask with them to camp. These will need to be worn while on the bus for travel.
- All lot campers will be screened again each morning upon arrival. Dorm campers will be screened the first three days(S,M,T) or as necessary if symptoms are shown.
- **If someone becomes ill at camp:**
 - ✓ Anyone with symptoms of COVID-19 will be separated from other campers and staff and sent home.
 - ✓ Parents will be called immediately to come pick up their camper.
 - ✓ The sick camper or staff member will be required to wear a mask (if able to tolerate it) until they are picked up.

- ✓ The health department and licensing consultant will be notified. The camp will follow the guidance given by the health department to deal with the situation.
- ✓ The dorm group and staff will be monitored if a camper or staff person and parents will be notified.
- Proper handwashing guidance signs will be posted in each bathroom and dorm.
- Health staff will wear proper PPE when interacting with campers.

Staff

- In addition to our regular training, staff will be trained on recognizing symptoms of COVID-19 and all procedures and guidelines laid out in this document.
- All staff will be screened for COVID-19 immediately upon arrival to camp. Staff will also be encouraged to minimize contact with others for 14 days preceding their arrival.
- Any staff that leaves the grounds will be screened again upon arriving back at camp (temperature and questions).
- We will have back-up staff that will be responsible for overseeing the cleaning protocols and maintaining these guidelines. These staff will be housed in a separate location. If a counselor were to become ill during the week, the back-up staff will step in to maintain our camper/staff ratios.

Activities

- All sports equipment will be sanitized between groups using it. Campers will be strongly encouraged to remain in their dorm groups for all activities.
- Any activity (swimming at the beach, rafting, Cedar Bend farms) requiring travel will follow the guidelines above.
- While at the beach, all of our aquatic procedures along with the buddy system will continue to be utilized. Buddies must be from the same dorm group. Distancing between groups will be encouraged while at the beach. Interacting with the public will not be allowed while at the beach.
- Activities will be planned to limit prolonged interaction between dorm groups.

Chapel Services

- All youth services will be held in our youth pavilion.
- Campers will sit in chairs by dorm groups with separation between groups. See example diagram below.

