

# Lake of the Woods & Greenwoods Camps



# COVID-19 Safety Plan

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Version 4

# Lake of the Woods & Greenwoods Camp COVID-19 Safety Plan

Safety always has been and always will be paramount to us. For the continued protection of our campers, staff, and the local community, we have prepared a specific COVID-19 Safety & Response Plan.

**This plan is a living document that will evolve as we continue to evaluate best-practices and adapt as we receive any new information and guidance.**

While we are taking abundant measures to mitigate risk, nothing is ever completely free of risk. These plans are intended to equip each family with the information needed to make their own decision. We are completely aware that some families may be hesitant about camp this summer. If camp is not an option for your child this summer; whether for health reasons or personal choice, we will welcome your camper with open arms for summer 2021.

Our COVID-19 Safety Plan is organized into the following categories:

1. COMMUNICATION
2. PRE-ARRIVAL & ON-SITE SCREENING & TESTING
3. TRAINING & EDUCATION
4. ON-SITE MONITORING & PROTOCOLS
5. CLEANING & SANITIZATION ENHANCEMENTS
6. TRANSPORTATION
7. CAMPER EXPERIENCE
8. RESOURCES FOR FAMILIES

# Communication

We know it is critical to keep you updated on what we are learning and implementing as we continue to educate ourselves about COVID-19. We want you to understand and feel confident in the steps we are taking to minimize risk.

When we thought about how we could have camp this summer, it became clear to us that both testing and creating our own “shelter in place” are crucial elements to our plan. This summer camp is a “castle with a bridge.” Our campers & staff will arrive at the castle and the bridge will be raised.

While we will take every measure possible to minimize risk, we must all enter our “castle” under the assumption that at some point there may be suspected and/or confirmed cases of COVID-19. This known risk does not derail our confidence in our ability to keep our campers and staff safe.

## **Some terms we will be using this summer include:**

**Pod** - Your pod is your camp “family”. It includes your cabin group and depending on the size of a cabin group, a pod may consist of more than one cabin. Just like at home, when you are with your family, you will not need to physically distance or wear a mask.

When campers interact with other pods, they will need to wear a mask when physical distancing is not possible. It is very easy to maintain physical distance when we are outdoors.

**Physical Distancing** - We will still be extremely social at camp while maintaining physical distance when necessary (6 feet apart).

# Pre-Arrival & On-Site Screening & Testing

## **HEALTH HISTORY**

Parents are required to submit updated Health History information for each camper online through CampInTouch. If your camper or anyone in your immediate family has health concerns or medical conditions that may cause COVID-19 complications, you must seek medical advice from your doctor(s).

## **PHYSICIANS EXAMINATION FORM**

We recognize that physical appointments are more difficult to schedule at this time. In light of this, this summer we will accept physicals completed within 18 months of camper arrival. All physicals must be submitted to camp no later than July 1st.

## **HEALTH SCREENING BEFORE CAMP**

Families will receive a Pre-Camp Health Survey. This survey will ask about possible COVID-19 symptoms and exposure. We will email this form to families with more instructions before your child's arrival. This form should be printed out and completed, and must be handed in on arrival day.

## **PRE-ARRIVAL TESTING**

COVID-19 testing is mandatory for ALL campers and staff. We are using saliva-based RT-PCR test kits provided by Vault Health through Rutgers University RUCDR Infinite Biologics Laboratory.

**Approximately 14 days prior to camp, each family will receive instructions with a specific timeline for how and when to order the saliva-based RT-PCR test kit that will be administered via Telemedicine.** The test will include a shipping label for the test to be overnighted back to the lab. Families will receive test results via email (within 48 hours) and must forward those results to camp at [info@lwcgwc.com](mailto:info@lwcgwc.com).

# Pre-Arrival & On-Site Screening & Testing Cont.

**All campers must have a negative PCR test in order to attend camp. It is imperative that a few days prior to the test and once taken that campers and families are overly cautious and practice social distancing until arrival at camp. YOU are our partners in risk mitigation.** Families will receive a bill from Vault with coding to submit to insurance for reimbursement. Please [click here](#) to read more about this test. Any family wishing to have their child take a different PCR test is welcome to do so. It **MUST** be a PCR test that is administered 4-5 days prior to camp and results must be sent to camp prior to camper arrival.

## **STAFF TESTING**

Staff will be required to take a test prior to arrival and must arrive at camp 14 days before campers for “Quorientation”. Once at camp, staff will remain on camp for the duration of the summer. Staff also will be required to take 2 additional PCR tests and 2 additional Rapid tests onsite.

## **ON-SITE SCREENING & TESTING**

Upon arrival temperatures will be taken and campers will be administered a rapid Covid-19 test before parents depart. Campers with a temperature of 100.4° or a positive Covid-19 test will need to return home.

Additionally, campers entering 8th-11th grade will be administered another PCR test upon arrival at camp. This PCR test is in addition to the rapid test we are doing onsite for ALL campers. While we know many of our teens have been isolating at home or physically distancing with friends, we do not want to assume that everyone is being as cautious as they should.

All campers and staff will take a second test 3-4 days after their arrival at camp. This test is a rapid **shallow** nasal swab that provides results within 15 minutes. **Families with campers entering 1st-7th grade will be charged a \$75 COVID testing fee per campers and families with campers entering 8th-11th grade will be charged a \$150 testing fee per camper. This fee will be added to your final tuition.**

Camp will also provide optional testing at the end of the session for any family who would like their child tested again prior to returning home. Camp will invoice the family an additional \$111 for this test.

# Training & Education

## **CAMPER ORIENTATION**

Opening day at camp always includes a welcome meeting with the directors to introduce campers to key staff, general camp rules, and important operational guidelines. This summer, the following items will also be communicated:

- What camp is doing to protect everyone from getting sick
- Ground rules for operating in smaller groups
- Hand washing protocols
- Physical distancing guidelines and policies for when masks will be necessary
- Dining Hall procedures
- What symptoms to look out for and when to report them to a nurse

We will be hosting camper webinars in the weeks leading up to camp, to help explain a typical day and programs to our campers.

# On-Site Monitoring & Protocols

This summer, camp will have two health centers. Our main health center will run the same as it does every summer. Our second health center will be an isolated location staffed by members of our nursing team for any suspected or confirmed cases of COVID-19.

Outside the main health center, there will be an open-air tented triage area. Anyone requiring medical care will check-in at the triage area first, where initial screening and temperature checks will take place. Based on symptoms/needs they will be directed where to go, outlined below:

## **AFTER TRIAGE ASSESSMENT**

- All First Aid & Basic Care cases (no fever and/or communicable symptoms) will be directed to the front porch of the health center to be treated by one of our camp nurses.
- Anyone presenting with a fever of 100.4 or greater but no other COVID-19 Associated Symptoms will hydrate and continue to be monitored by our nurses in the triage area. If fever persists after hydration, the patient will be admitted to the health center where they will remain until fever-free for 24 hours without medication at which time they can return to activities.
- Anyone presenting with fever of 100.4 or greater AND exhibiting one or more additional COVID-19 symptoms will get a rapid (shallow nasal swab) COVID-19 test in a separate isolated COVID-19 testing tent. We will notify parents if their child is tested for COVID-19.
- Anyone presenting two or more COVID-19 associated symptoms without a fever will be further assessed by a nurse and camp doctor to determine next steps (strep test, COVID-19 rapid test, etc.)

Symptoms that could indicate a COVID-19 infection include fever or chills, cough, shortness of breath, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, and diarrhea.

# On-Site Monitoring & Protocols Cont.

**In the event that a camper tests positive, he/she will be immediately isolated from other campers, monitored closely, and treated as necessary. Upon identifying a positive case, the camper's parent(s) will be notified and asked to make plans to have someone pick up their child from camp within 24 hours. This policy is required by the Van Buren & Cass County Health Department and the State. There will be no exceptions to this, so please take that into consideration in making your plans.**

If there is a confirmed positive case of COVID-19, we will notify all families by email while maintaining confidentiality in accordance with HIPPA standards. We are not able to share any names or identifying information regarding medical information for any person.

Parents of the campers in the cabin where a positive case is identified will be updated on their own child's health, along with how the situation is being monitored and managed.

We are required to notify state and local health officials of any confirmed positive test.

## Cleaning & Sanitization Enhancements

- A designated team of six housekeepers will wear PPE and disinfect all cabins, bathrooms, and public areas daily.
- Kitchen & Dining Hall will be cleaned & disinfected after each meal.
- A daily electrostatic spray of ALL areas in camp with EPA hospital-grade disinfectant.
- Hand sanitizer stations will be placed all around camp.
- Equipment will be cleaned and disinfected regularly.
- Hand washing will be enforced throughout the day.



# Transportation

All campers will receive their cabin assignments prior to arrival at camp. Campers will also receive an email with information about their “pod.” Depending on their cabin size, their pod will include other campers the same age or around the same age who they will do daily activities with. Buses to camp or drop off times at camp will be assigned by pods. More information about transportation schedules for opening day will be communicated with families in the coming weeks. All luggage for campers coming from the Chicago area must be picked up the week before camp. We will share specifics about the luggage date and times with our families in the coming weeks.

## **BUS TRAVEL TO CAMP**

We will change our check-in procedures to be completed in the comfort and safety of your car. All staff interacting with vehicles will wear a mask. To keep our group sizes small, we will be staggering our bus and car arrival times on the first day of camp. We ask that you adhere to the bus check-in time you are assigned. **Bus check-in and departure times will be later than originally scheduled and staggered. More information will be shared with families in the coming weeks.**

- Parents must take their camper's temperature before leaving the house for the bus.
- Parents and campers must remain in their car until it is time to board.
- ALL Campers must bring their own masks and hand sanitizer on the bus. Masks may be required on the bus ride.
- Campers should pack a (**nut-free**) lunch, snack, and drink for the bus ride.
- Do not send your camper to camp if they have a temperature of 100.4° or greater.
- Temperatures will be taken before parents may depart. Campers with a temperature of 100.4° or higher will need to return home.
- Bus drivers will be required to wear masks & gloves
- The buses will be sanitized before camp use.
- All buses will have a hand sanitizer dispenser on the door.
- We will limit bus capacity and leave the first two rows empty.

# Transportation

## **CAR TRAVEL TO CAMP**

For safety reasons, parents will be asked to remain in their cars while on camp. Families will be greeted by a staff member at their car during assigned drop-off time at camp.

- Families must take their child's temperature before getting in the car. Do not send your camper if he/she has a temperature of over 100.4
- Upon arrival at camp, we will take campers' temperatures in the car. Any camper with a temperature of 100.4 or greater will not be permitted to enter camp.
- Parents will be directed to a camper drop-off area for goodbye hugs. Staff will then help campers to their cabin.

## **AIR TRAVEL TO CAMP**

Please call the office if you are planning air travel.

269-423-3091

# Camper Experience

Campers,

We know so much has changed for you in the past three months. While many familiar comforts such as learning, celebrating milestones, and plans with friends changed, we have learned more about ourselves, our families, our friends, and our world. This time we have been on “pause” has helped all of us to see things from a different lens and to appreciate what we do have.

It's hard to hear that camp will not look the same as we hoped or expected, but our goal is to make it FEEL the same. You will make friends. You will grow in independence and resilience. You will be a part of an unforgettable summer! Here is some information to help you understand what camp will be like this year. A few weeks before camp, we will be scheduling Zoom calls with campers to help explain how things will operate.

## **Some terms we will be using this summer include:**

**Pod** - Your pod is your camp “family”. It includes your cabin group and depending on the size of a cabin group, a pod may consist of more than one cabin. Just like at home, when you are with your family, you will not need to physically distance or wear a mask.

When campers interact with other pods, they will need to wear a mask when physical distancing is not possible. It is very easy to maintain physical distance when we are outdoors.

**Physical Distancing** - We will still be extremely social at camp while maintaining physical distance when necessary (6 feet apart).

Starting on arrival day, campers will operate in a smaller pod. Interactions with campers in another pod are allowed in outdoor spaces and with physical distancing measures in place. For example, right now your family might go to the neighbor's backyard and hang out 6 feet apart. Camp pods will have activities scheduled together. Outdoor programs can be done with friends outside your pod while maintaining a physical distance or putting on a mask.

Campers are not allowed to go inside other cabins, but can visit friends and siblings outdoors while adhering to physical distancing.

We will increase pod sizes after ten days if there is no COVID-19 at camp.

# Camper Experience Cont.

## A TYPICAL DAY AT CAMP

Campers will attend activities with their cabin group and pod. We will be holding four activities per day, with additional time for private lessons and sports league play.

General Counselors will travel with their cabin throughout the day, while Activity Specialists will provide instruction and skill progression to each camper, whether a beginner or advanced level.

## DAILY SCHEDULE

8:15 am	Wake up
8:30 am	Breakfast
9:00 am	Flag Raising
9:45 - 10:45 am	1st Activity, Hand Washing and Sanitizing
11:00 - 12:00 pm	2nd Activity, Hand Washing and Sanitizing
12:30 pm	Lunch/Rest Period
2:30 - 3:30 pm	3rd Activity, Hand Washing and Sanitizing
4:00 - 5:00 pm	4th Activity, Hand Washing and Sanitizing
6:00 pm	Dinner
7:15 pm	Evening Program

\*Bryn Mawr, Blackhawk, Mohawk cabins have a later wake up (8:45am) daily.

\*\*Bryn Mawr, Blackhawk, Mohawk cabins will have breakfast at 9:00am

We have allowed additional time between activity periods for campers to return to their cabin to wash hands, change clothes, use the bathroom, and regroup with their General Counselor. Activity area staff will be sanitizing equipment between each activity period.

# Camper Experience Cont.

## ACTIVITY SCHEDULING

Camp activities will be divided into approximately 18 zones. Pods will travel to activity “zones” together throughout the day. During the activity period, campers will have the option to focus the entire one-hour period in one activity, or move to multiple activities within the zone. The waterfront will be a part of every camper’s day.

### Examples of zones include:

**Zone 1:** Waterskiing/Tubing/Sailing/Canoeing

**Zone 2:** Outdoor Living Skills/Animal Care/Fishing/Tennis

**Zone 3:** Climbing/Music and Recording/Guitar/Songwriting/Cooking

**Zone 4:** Arts & Crafts/Jewelry/Ceramics/Painting/Model Rocketry

**Zone 5:** Basketball/Archery/Gaga

**Zone 6:** Swimming in Pool/Fitness/Yoga/Cross Country

**Zone 7:** Volleyball/Gaga/Pickleball/Newcomb/Soccer

### SAMPLE DAY 1

1. Sports, Tennis, Trampball

2. Pool, Fitness, Cross Country

3. Waterski, Sailing, Canoe

4. Archery, OLS

### SAMPLE DAY 2

OLS, Fishing, Animal Care, Tennis

Swim, Paddleboard, Canoe

Crafts, Jewelry, Fashion, Painting

Climbing, Cooking, Music Studio

\*These are EXAMPLES only. Activity options in each zone are subject to change and will be finalized closer to opening day.

# Camper Experience Cont.

## WHAT WILL BE DIFFERENT THIS SUMMER?

- Campers and counselors will sit with their cabin group and have assigned seating at meals. Cabins will be at least 10 feet away from another cabin. Greenwoods campers will eat outdoors under a very large covered tent to allow for proper distance between cabins.
- Large camp events will be held only outside with proper distancing.
- Everyone will need to wash their hands a lot. For real.
- Masks will be worn by campers and staff when they are unable to maintain physical distancing with people outside of their pod.
- There will be no out of camp trips.
- A strict “No Visitors” policy means that, with few exceptions, only campers and staff will be on camp property. Tours for prospective campers will not be offered.
- Only food delivery trucks and other essential services (ie: propane, trash pickup) are permitted into camp. Drivers will not have any direct contact with campers or staff and will be required to wear PPE and maintain physical distancing while on camp property.
- Families can sign up to send BunkNotes; one way emails to campers, and also send letters in the mail. We will NOT allow packages of any size for campers. If a camper forgets an essential item, parents should contact camp to make arrangements for the camper to receive the essential item.

# Camper Experience Cont.

This summer we will not be offering the following activities:

- Riflery
- Set Design
- Animation/Web Design
- Beat Production
- Drama Show (we will have acting classes)
- Instructional Swim
- Horseback Riding is pending. We will have more information on this program by June 30th

We will still be offering private lessons in tennis, basketball, and golf.

## **HOW WILL MEALS WORK?**

- All campers will eat in their pods and have assigned seating within their cabin group. Pods will be at least 10 feet apart from other pods.
- New large windows have been installed throughout the dining room to increase circulation.
- Lake of the Woods campers will use both the Lake of the Woods and Greenwoods dining room.
- Greenwoods campers will eat outdoors under very large tents
- The Glen will use the new addition for dining as well as the regular Glen dining room. In past years, non-Glen staff ate with The Glen. Those tables will be removed to create extra space
- Camp will run at about 85% capacity to ensure plenty of space to distance in the dining hall
- We will also be enhancing sanitization between every meal
- Kitchen staff will be wearing masks and gloves at all times in the dining room.

## **WHAT WILL BE THE SAME?**

**FUN! FRIENDS! ENJOYING THE GREAT OUTDOORS!**

And yes! We will have a version of Color Days that will include track and field, waterfront events, outdoor songfest, burn the rope, and more!

And yes! Greenwoods will have basketball leagues within their pods.

And yes! Bryn Mawrs will still have a show!

And yes! Princeton will still have Princeton Palooza!

And yes! Vassars will still have a Mock Trial!

# Resources for Families

## Updated Packing List

LESS IS MORE this year! Campers should ONLY bring what is necessary.

[Lake of the Woods](#)

[Greenwoods](#)

[The Glen](#)