



COVID-19 Mitigation & Operations Plan

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COVID - 19 Mitigation & Operations Plan Cragmont Assembly Foundation

At Cragmont Assembly, we take standards for hygiene and cleanliness very seriously and are taking additional steps to protect our campers, families, and employees. Our health and safety measures are designed to address a broad spectrum of viruses, including COVID-19, and include everything from handwashing hygiene and cleaning product specifications, to the cleaning of program equipment and other tools of our trade.

The purpose of this plan is to develop and implement a strategy to operate summer camp programs while preventing the spread and outbreak of COVID-19. We are closely monitoring government policy changes and updates. Sources being used include the American Camp Association (ACA) *Field Guide for Camps*, the Centers for Disease Control (CDC) guidelines and recommendations, and mandates from federal, state, and local governments and health departments. We will continue to make changes, as necessary or appropriate, to our protocols and procedures to ensure our due diligence in making Cragmont Assembly a viable and safe option for our families this season.

Public health conditions may change over the coming months and summer in a way that require changes to any of the following procedures. We will monitor reports regarding local, state, and national guidelines and protocol.

SUMMER CAMP CONSIDERATIONS

- **Capacity Modification**

To allow for a reduction of individuals onsite, as well as maximizing the opportunity for continued daily disinfection and cleaning, each session will allow a maximum of 145 total campers and camp week staff. This is a decrease from the standard 200 per week.

- **Camp Schedule Changes**

In order to ensure that we have adequate time to sufficiently clean and disinfect all areas of camp, all camp weeks will operate five (5) days as opposed to the traditional six (6) day camp week most camp weeks are used to. Other changes include altered arrival and departure times to account for camp drop-off and pick-up.

- **Facility Changes**

We have worked hard to made additions and changes around camp to assist in keeping campers and staff as healthy as possible, including, but not limited to: hand sanitizer throughout camp, reduction of lodging/room capacity, maximizing spaces between beds when possible, seating arrangement in the dining hall, and more.

LOST & FOUND POLICY

Cragmont Assembly is limiting items held in lost and found, after each camp session ends. We want to be mindful of safe storage space and how to prevent exposure of staff and campers from items, week to week. As such, **camp will only hold the following specific list of items:**

1. Jackets / Sweatshirts
2. Blankets, Pillows
3. Prescription glasses, medical equipment, prescription medication
4. Diabetes Supplies and Equipment
5. Shoes
6. Backpacks/Other bags

Camp will keep these items for no longer than two weeks from the end of the session, after which, these items will be donated or thrown away. Please note that these items will be held at the discretion of camp staff. Items that are soiled, damaged, or otherwise deemed not able to be safely stored will be disposed of.

The list of items camp will not hold on to includes but is not limited to:

1. Socks and underwear
2. Toiletries and toiletry bags
3. Swimsuits
4. Hats
5. Unlabeled t-shirts, pants, shorts, pajamas
6. Washcloths and towels
7. Other items such as, but not limited to water bottles, sunglasses, flashlights, headlamps, toys, arts and crafts items

Daily lodging cleanup help: Campers should maintain their belongings and help staff identify misplaced items during the camp session. We highly encourage parents to label all items with their camper's name to help our staff identify items during the camp session. Many items look similar and it can be confusing for both staff and campers.

As a reminder, **please do not send your camper with anything that is irreplaceable.** Things like jewelry, favorite stuffed animals, electronics, phones, and such can be easily lost or damaged. **Cragmont is not responsible for any lost, damaged, or stolen items.**

After the camp session ends, if one of the listed items is missing, please contact the our office to arrange a safe pickup or return.

FREQUENTLY ASKED QUESTIONS

1. What is a cohort and how will they be utilized this summer?

Our cohorts consist of a limited number of campers designated to specific lodging and at least two staff. Cohorts will travel together to and from activities for the duration of the camp week. Some activities may include several cohorts, but the cohorts will not mix and remain socially distanced. This process of cohorting will allow us to be able to trace every staff person and camper, and alert their families if someone were to have symptoms.

2. What will happen if a camper presents Covid symptoms?

The camper will be immediately quarantined. The camp nurse, wearing personal protective equipment, will ask the camper questions and take their temperature. If the camper has a temperature over 100.3 or presents any of the symptoms listed, the emergency contact will be contacted immediately, and the child will need to be picked up as soon as possible.

3. How will staff be screened to make sure that they are symptom-free?

Cragmont Summer Staff will complete the 7-Day Pre-Screening prior to arriving and will go through a screening and temperature check upon arrival to staff training (1 week prior to the start of camp). All other volunteer staff such as Camp Week Directors and camp week staff will complete the 7-Day Pre-Screening prior to arriving and will go through a screening and temperature check upon arrival.

4. Will campers have fun at camp?

Camp is about enjoying safe, fun adventures while experiencing the love of our Father God! We are committed to keeping kids safe and healthy as our first priority this summer. As always, each Camp Week Director and camp week staff are working hard to prepare creative and exciting activities that allow us to operate under the current guidelines and protocols while still having loads of fun. We are dedicated to creating magical experiences and are confident campers will make positive, lasting memories this summer!

5. What can I do as a parent to prepare my child for camp this summer?

We all want camp to be a positive experience! Making friends, going on adventures, learning more about themselves, others, and their world while having a blast outside, and most importantly gaining a deeper relationship with Jesus. How you can help is by discussing: how to properly wear a mask, good hygiene like proper hand washing, what 6 feet of separation is (avoid hitting, tackling or hanging on others) and most importantly NOT touching their face. We are promoting healthy habits and we appreciate your help. In addition, limit travel and contact with others in the 2 weeks prior to your campers start date.

After reading carefully over these policies and procedures, if you have additional questions, please feel free to contact our office:

Matthew Daughtry-Grubbs, Executive Director
Email: office@cragmontassembly.org
Phone: 828.669.7677

SCREENING CAMP WEEK DIRECTORS AND CAMP WEEK STAFF

Prior to Arrival:

Prior to the arrival/check-in of a scheduled summer camp week, all Camp Week Directors and camp week staff will read and sign the "Covid-19 Disclosure and Waiver of Liability" and "Policies and Procedures for Cragmont Summer Camp 2021." They will also complete the "Cragmont Summer Camp 2021 - Pre-Camp Health Screening Protocol." (Please see these documents for further details.)

They will also agree to the the following:

- If, within the last 30 days, I have tested positive for COVID-19, I agree to disclose to the organization the date on which I was notified that I was no longer contagious with COVID-19. Documentation may be requested.
- If, within the last 30 days, I have tested positive for COVID-19 antibodies, I agree to disclose that fact to the organization. Documentation may be requested.
- Immediately prior to participating in a camp program, I consent to have my temperature taken by a staff member of Cragmont Assembly.

Upon Arrival/Check-In

- Upon arrival, each Camp Week Director and camp week staff will completed the intake questionnaire and have their temperature taken with a touchless infrared thermometer.
- If temperature is 100.3, or higher, they will not be allowed to remain at camp.
- If they arrive to camp with ANY sort of illness, COVID related or not, they will not be permitted to remain at camp.

Screening while at Camp

- Daily temperature check.
- Daily review of symptom questionnaire which includes the following questions:
 - Since yesterday, have you experienced any of the following:
 - A new cough that you cannot attribute to another health condition?
 - New shortness of breath that you cannot attribute to another health condition?
 - A new sore throat that you cannot attribute to another health condition?
 - New muscle aches that you cannot attribute to another health condition, or that may have been caused by a specific activity, such as physical exercise?
 - Nausea, vomiting, or diarrhea?
 - Congestion or a runny nose?

SCREENING CAMPERS

Prior to Arrival:

Prior to the arrival/check-in of a scheduled summer camp week, all participants and families will read and sign the "Covid-19 Disclosure and Waiver of Liability" and "Policies and Procedures for Cragmont Summer Camp 2021." They will also complete the "Cragmont Summer Camp 2021 - Pre-Camp Health Screening Protocol." (Please see these documents for further details.)

We also ask that families agree to the following:

- If, within the last 30 days, I have tested positive for COVID-19, I agree to disclose to the organization the date on which I was notified that I was no longer contagious with COVID-19. Documentation may be requested.
- If, within the last 30 days, I have tested positive for COVID-19 antibodies, I agree to disclose that fact to the organization. Documentation may be requested.
- Immediately prior to participating in a camp program, I consent to have my temperature taken by a trained staff member.

Upon Arrival/Check-In

- All campers will be required to complete and sign the three documents listed above.
- If a camper/family is unable to complete the questionnaire to the required standard due to concerns over their own health or the risks as described, they will not be allowed to remain at camp. They will be provided options for a credit for a future camp at a later date or a refund.
- If a camper or family refuses to complete the questionnaire, they will not be allowed remain at camp. No refunds will be provided for families who refuse to complete any of the three listed documents.
- Once each camper has completed the intake questionnaire, their temperature will be taken with a touchless infrared thermometer.
- If temperature is 100.3, or higher, they will not be permitted to remain at camp. They will be provided options for a credit for a future camp at a later date or a refund.
- If a camper comes to camp with ANY sort of illness, COVID related or not, they will not be permitted to remain at camp. They will be provided options for a credit for a future camp at a later date or a refund.
- Those dropping campers off at camp will only be allowed to exit their vehicle at drop off/pick up to assist the camper in getting their items out of their vehicle. They must remain near their vehicle, distanced from all others not a part of their party, and return promptly the vehicle once the campers items have been removed from the vehicle.
- No restrooms will be available for families to use during the check-in process.
- Each camper will be required **to bring at least 2 masks** on check-in day. Masks should be marked with the name of the camper.

Screening while at Camp

- Daily temperature check of campers.
- Daily review of symptom questionnaire which includes the following questions:
 - Since yesterday, have you experienced any of the following:
 - A new cough that you cannot attribute to another health condition?
 - New shortness of breath that you cannot attribute to another health condition?
 - A new sore throat that you cannot attribute to another health condition?
 - New muscle aches that you cannot attribute to another health condition, or that may have been caused by a specific activity, such as physical exercise?
 - Nausea, vomiting, or diarrhea?
 - Congestion or a runny nose?

WHAT IF SOMEONE EXPERIENCES COVID-19 SYMPTOMS DURING CAMP?

Patient care and management for campers or staff with symptoms suspicious for Covid-19

1. Person will immediately be removed from contact with others.
2. The camp nurse will interface with this person to provide care.
3. Follow medical protocols and provide appropriate medical treatment.
4. Begin monitoring temperature and vital signs. Document and track. Provide updates to Camp Week Director and Cragmont Executive Director.
5. Quarantine.
 - a. Isolation room
 - b. If a patient is over age 65 has previous lung or heart conditions that may compromise their immune system OR, experiences worsening conditions, evacuation will happen immediately.
6. If temperature is 100.3, or higher, transportation will be coordinated for the individual to return home.
7. Testing is mandated at earliest opportunity. While the test is being processed, the person will remain quarantined until able to return home.
8. After evaluation and care, notify appropriate agencies and all other appropriate parties. Maintain HIPAA protection and confidentiality by using generic terms to describe a "camper", or "participant", who has a confirmed (negative or positive) test.

Health management for campers in a lodging/cohort of individual with suspected Covid-19

1. Physically distance campers and staff with the person who displayed positive symptoms. Place the person on a separate isolation room.
2. Increase temperature check frequency to twice daily.
3. Notify the Camp Week Director and Cragmont Executive Director
4. The Camp Week Director will communicate with parent or guardian to prepare for transportation of the individual with suspected Covid-19.
5. Families of other campers in the lodging will be notified in accordance with public health guidelines. Those fully vaccinated will be allowed to remain at camp under increased monitoring and unvaccinated campers will be required to be picked up and return home for quarantine.
6. **As we all know, any time we are in the public domain, it is impossible to avoid potential exposures to a host of infectious germs, viruses and diseases.** Potential exposure does not necessarily mean someone is infectious to others unless the proximity and duration guidelines from the CDC are met or exceeded. The Executive Director will refer to current standards and provide all campers and staff current guidance on how to best use appropriate precautions and self-monitor. Similar to traveling through an airport, grocery store, or other public space, always use good hygiene and recommended practices.

Management of staff who have been in a lodging with an individual with suspected Covid-19

1. Initiate twice daily monitoring of temperature and document. Hand and surface washing combined with distancing and face coverings are critical to containment.
2. The Executive Director will collect information regarding potential exposure, including length of time, proximity, and any physical contact.
3. If it is determined that the staff is potentially infected, testing is warranted and removal from camp will occur.

GUIDELINES FOR LODGINGS/ACTIVITY COHORTS

Activity Cohort Updates - "Cohorts"

- The lodging and activity cohorts will consist of the same staff and campers. They are referred to as intact "Cohorts".
- For the 2021 season, camp will look a little different. The cohort will live together in lodging space, travel together as a cohort, and participate in activities as an intact cohort.
- Masks will be required for each cohort when indoors with other cohorts, when in close quarters situations where 6 feet distance is not able to be maintained between cohorts, and when traveling between activities when contact with others is possible. Masks will not have to be worn when in the cohort lodging area, as well as when outdoors and not in contact with other cohorts.
- Campers will wash/sanitize their hands before and after each activity.

Lodging Updates

- Campers will wash their hands immediately after entering and before leaving their lodging area.
- The capacity of campers has been lowered in each lodging area to the size of our cohorts.
- Bunks/beds are positioned or sleeping situations arranged in a way to allow for 6 feet of separation from head to toe of each camper.
- Only assigned campers and staff will be allowed into assigned lodging. Parents, families, other outside people will not be permitted into lodging spaces.

Social/Physical Distancing Precautions/Procedures/Provisions

- Each camper is the only individual allowed on his or her bed, and only campers/staff staying in that lodging are allowed into that lodging.
- Appropriate social/physical distancing between cohorts will be observed during all camp activities.
- Campers within the same cohort and their counselor are not required to maintain full social distance from each other. We will certainly encourage that they maintain the most possible distance at any given time depending on the activity.
- When outside, including eating, a minimum of 6 feet of space will be maintained between each cohort. Other program staff will generally maintain a 6 feet distance from all other staff and campers. Brief close contact is not considered to be high risk by the Department of Public Health and may occasionally occur as needed for safety. An example would be camp nurse completing duties pertinent to his/her job.
- Campers and staff unable to adhere to safe distancing and hygiene practices will not be allowed to remain at camp.

Daily Lodging Procedures

- Campers will wash their hands after entering and prior to leaving their lodging area.
- Campers and staff are expected to shower and change clothes daily.
- Camper and staff temperatures will be checked at the beginning of each day and logged. Any temperature over 100.3 will be reported to the Camp Week Director and Executive Director immediately and the person removed from lodging. Any temperatures near but not over 100.3 will continue to be monitored closely.

Indoor Gathering Space Capacity (spaced out and in designated locations)

- Chapel - 4 Cohorts (No more than 50 total people)
- Basement
 - Main Space - 3 Cohorts (no more than 35 people)
 - Old Store - 1 Cohort
- Gym - 10 Cohorts (No more than 145 people)

SANITATION, DISINFECTION, & CLEANLINESS

Check-In

- Signs will direct vehicles through the lower driveway and then turn to end up in front of the Main Building. This will allow for one-way flow of traffic.
- Outside check-in and screening will occur at each vehicle prior to getting out. Thank you in advance for your patience.
- Staff will wear masks and gloves during check-in.
- Campers will be required to wear masks upon leaving the vehicle.
- Once checked in, campers will report directly to their lodging for the week.
- All others who are not campers will remain in their vehicle and bathrooms will NOT be available.

Check-Out

- Signs will direct vehicles to enter the first drive that will bring them up by the Lassiter Family Life Center.
- Just as during check-in, all people in the vehicle will remain in their vehicle.
- The camper will be escorted to the vehicle for their departure.
- Vehicles will exit through the main drive, the same way you exited during check-in.

Hand Washing

- Soap and water hand wash sinks are located in all buildings around campus.
- In addition, hand sanitizer will be used as a supplementary step.
- Hand washing or hand sanitizing will occur:
 - Before and after every new activity
 - Before and after eating
 - After coughing or sneezing
 - Before and after using the restroom
 - When entering and leaving lodging

Masks

- All staff will be required to wear masks unless they are outside and maintaining a six-foot distance from all other employees and campers, or within their intact cohort cohorts.
- Generally speaking, campers will not have to wear masks while in their cohorts, particularly while in their lodging area or outdoors. Campers will be required to wear masks all other places including when in all other indoor spaces or when social distancing outside is not possible.
 - If you prefer for your camper to wear a mask more frequently, you may certainly request that they do so. Please don't forget to put their name on their masks.
- Campers and staff unable to adhere to mask protocols will not be allowed to remain at camp.

Daily Cleaning

- High touch surfaces will be cleaned continuously throughout the day. This includes doorknobs, bathrooms, etc. We will limit the use of shared equipment to the extent possible based on the activity. For example, markers will likely be necessary for art projects and will be sanitized after each use.
- Restrooms, lodgings, dining hall, and other areas of congregation will be scheduled to be cleaned on a regular basis throughout the day.

Sick Rooms / Camp Nurse Changes

- Just like other staff, the camp nurse will wear masks while providing care.
- A supply of Personal Protection Equipment (PPE) will be maintained in the event they are needed to care for high-risk individuals.

PROGRAM MODIFICATIONS

Food Service

- Cohorts will stand in line together and be socially distanced from other cohorts.
- Masks will be worn at all times while in the building, except for while eating. Masks must be put back on before leaving the table.
- Cohorts will be seated together and will sit at the same table all week.
- Staff will serve and provide refills for all parts of the meal including food, drinks, condiments, etc.
- A single set of utensils and plate to be used for all participants for each meal.
- Campers or camp week staff may not help prepare or serve food or congregate in the food preparation/serving area.
- Face coverings, gloves, and all other safety and health protocol will be used in accordance with the local Health Department guidelines.
- Food preparation and service surfaces will thoroughly be sanitized prior to use, between tasks, and after tasks.
- All other areas of the dining hall will be thoroughly cleaned and disinfected between meals.

Camp Equipment

- All camp sports equipment, including balls, will be thoroughly disinfected before and after use by an approved CDC sanitizer.

Cohort Activities

- All activities that have occurred as a full camp in the past will be modified to meet the current physical distance guidelines and small intact cohorts.
 - This includes modifications all camp activities, campfires, worship services, etc.

Rainy Days

- Each cohort will have a specified area in the Gym where they will be based if there is a lot of rain. They may be assigned to a specific location around camp based on the time of day, needs of the program, or specific camp week.
- In light rain, activities will proceed as usual. Please make sure all campers are prepared with extra clothes and shoes as it does rain regularly during the summer.

Worship Services/Teaching Time

- When possible, activities will occur in outdoor spaces.
- When utilizing indoor spaces, cohorts will be in their own designated space.
- When in larger spaces with other cohorts, cohorts will remain together and socially distanced from other cohorts in assigned spaces.
- Masks will be worn at all times when inside.

Water bottles

- Reusable water bottles will be allowed at camp this summer.
- Staff will in charge of dispensing water out of water coolers, ensuring it is done in a safe and healthy manner.
- Campers will be able to refill their own water bottles in their lodging spaces.

ARTS & CRAFTS

Arts and Crafts Space

- Just like other activities, cohorts will remain together during arts and crafts time.
- Capacity for arts and crafts will be based on the location selected by each specific camp week.

Practices

- Entering Arts & Crafts
 - Campers will wear masks and keep them on for the duration of their time
 - Campers use mounted hand sanitizer and/or hand washing station in bathroom
 - Campers sit in prescribed space with cohort
 - Campers will wait patiently for instruction and will not touch supplies and equipment freely
- Every time a camper is finished using a tool or art supply, staff must wipe it down with sanitizing wipes before storing it properly
- Masks will be worn at all times

Arts & Crafts Activities

- Organized activities will be prepared AHEAD OF TIME to be a SINGLE CAMPER craft
- All materials will be prepared and on tables prior to the arrival of campers

End of each Activity Period

- Wiped down with disinfecting wipes or approved cleaning solution all:
 - Chairs
 - Used tools/equipment
 - Tabletops
 - Door handles (prop door open as much as possible during the day)

CAMPFIRE

- The fire pit will have assigned seating by cohort where they will sit for the entirety of the weekend.
- Assigned areas are coordinated to be socially distanced from other areas and spaced out as far as possible.
- Campers will wear masks when being seated.
- Distancing will be practiced between cohorts when entering the campfire area.
- Campers will sit in their designated area and must stay in their spot once seated.
- Once ALL cohorts are seated, masks may be removed.
 - Masks will be put back on when leaving the assigned seating area or the campfire area.

SPORTS

General Safety Precautions

- Everyone will wash hands or use hand sanitizer before any activity.
- No more than one cohort at most activities. If multiple activities are in an area, cohorts must remain at least 6 feet apart (e.g., different sides of the gym with a “buffer area” in between)
- Games and activities should be as low contact or no contact as possible. No full body contact or games that involve things like holding hands, linking elbows, or crawling under others.
- All equipment handled by campers or staff (balls, racquets, etc.) will be disinfected after each activity.
- Hand sanitizer will be used by all in between games.
- Everyone will wash hands or use hand sanitizer when leaving.

Basketball

- Only one cohort at a time.
- When possible, limit games to low or no contact (e.g., HORSE, Knock Out, etc.) or drills (e.g., dribbling, passing, etc.)
- Team Games will only be played within the same cohort (e.g., 5-on-5)
- When lining up or waiting to play, give space and avoid contact.
- Take frequent breaks to hydrate and re-clean hands because of shared equipment.
- Spray/wipe down basketballs after each session.

Volleyball

- When playing games, avoid body contact whenever possible. Limit team size to prevent contact.
- Team Games can be played with another cohort as long as they are on opposite sides of the net. Cohorts should avoid being close to the net and remain socially distanced from members of another cohort.
- Encourage activities with more distance like passing drills.
- When lining up or waiting to play, give space and avoid contact.
- Take frequent breaks to hydrate and re-clean hands because of shared equipment.
- Spray/wipe down volleyballs after each session.

Gaga Ball

- Only one cohort at a time.
- Limit body contact inside the pit as much as possible.
- Campers who are knocked out, watching the game, or waiting to play should give space and avoid contact with each other, as well as give space and avoid contact with the Gaga Ball pit.
- Take frequent breaks to hydrate and re-clean hands because of shared equipment.
- Spray/ wipe down gaga balls after each session.

Human Foosball

- Only one cohort at a time.
- Limit body contact inside the pit as much as possible.
- Take frequent breaks to hydrate.
- Spray/ wipe down balls after each session.

DISCLAIMER

Although the protocols listed above will be implemented with the highest fidelity, the activities at Cragmont Assembly include a variety of traditional sports, games, activities, and events that may prove to be impossible to consistently implement any social distancing of 6 feet or less within cohorts. Camp is a place where campers, counselors, and staff are often in contact and near each other every day and every night, and this will happen with cohorts.

Cragmont Assembly will be taking more health precautions this summer. Precautions during camp include encouraging and enforcing more handwashing, more use of hand sanitizers, more wiping down of doorknobs and high use areas with antibacterial wipes, etc. Cragmont Assembly will work closely with camp nurses and Camp Week Directors. As stated above, campers and staff will be sent home who have a high temperature or show other signs of illness. But even taking these and other extra precautions, campers will still be exposed to the risk of contracting the Coronavirus or possibly some other illness.

The activities and fun are an integral part of the camp experience. If eliminated, campers would be deprived of the opportunity for the growth and development which Cragmont Assembly and its campers and families expect.

Ultimately it is up to each individual family to decide as to whether Cragmont Assembly is a viable option and/or a mitigated risk that they are willing to move forward with.

This document serves as a brief **summary/overview** of the policies, procedures, and protocols that have been developed by Cragmont Assembly to help mitigate communicable disease and COVID-19.

The information presented is not intended to be an exhaustive list of the precautions that are implemented internally with regard to medical care, equipment, sanitation, PPE, testing, etc.

All COVID-19 protocols that have been created are based on the latest recommendations and guidelines from medical professionals, state, local, and federal government agencies, the CDC, and the ACA.

Please contact our main office with any questions or concerns you may have.