The safety of your child is our #1 priority this summer and we want to clearly communicate with families so these policies are clear for all.

The following addendums and protocol changes have been implemented to ensure the health and safety of your child, their fellow campers and our staff. Please review carefully and direct any questions to our camp staff.

**SOCIAL DISTANCING**
All employees, patrons and students should maintain a distance of 6 feet or more from each other wherever possible.

In cases where social distancing cannot be maintained, students will be asked to wear a mask.

Staff to student ratio will be maintained at 2:18.

Physical guides, such as tape on floors or sidewalks and signs on walls will be used to ensure that staff and students remain at least 6 feet apart whenever possible.

**CURBSIDE DROP OFF/PICK-UP ONLY**
Your child is to be dropped off/picked up at the east end doors of the Rec West facility (signage indicating Site #2).

During **DROP-OFF**, assigned staff will meet your child at your car. They will complete a brief health assessment and take your child’s temperature. Those with a fever in excess of 100 degrees will not be permitted to attend that day. After the assessment is completed, they will escort your child into the building. Please anticipate delays. We appreciate your patience with this process.

At **PICK-UP**, your child will be brought out one at a time to your car. During these transitions, your child will be asked to wear a mask and parents/care-givers are encouraged to do the same. Please call your child’s site phone # when you are at the pick-up site and your child will be brought out.

**DAILY HEALTH SCREENINGS**

**STAFF** – All staff will complete a personal health assessment daily before reporting for work.

**CAMPERS** - A daily health assessment will be taken by our staff when your child arrives. This assessment will consist of the following questions:

- Is your child experiencing the following symptoms? • Cough • Shortness of breath or difficulty breathing • Fever • Chills • Muscle pain • Sore throat • New loss of taste or smell

- Have you been in contact with someone known or presumed to have COVID-19 within the past 14 days?

- Staff will then take and log your child’s temperature. A body temperature in excess of 100 degrees F means that your child may not attend on that day. In cases where a temperature registers above 100 degrees, staff are asked to use a second thermometer when/if available.
**MASKS**

All staff are required to wear a mask. All students are required to wear masks at all times.

Campers **must** wear masks in the following situations:

- At drop-off and pick-up. (Parents are encouraged to do so, also).
- During the daily health screening assessment.
- When physical distancing is not possible due to the nature of a specific activity.
- When removed for illness or behavior.
- When traveling through common spaces in our facility, i.e. shared hallways.

Students should bring their own mask. Extra masks will be available if a student’s mask gets torn or dirty during the course of the day. Masks should be laundered or replaced daily. **In addition to masks, your child will see staff using the following PPE during the day:**

- Gloves will be used when handling personal items, shared equipment and/or serving food.
- Face shields.

**HYGIENE PRACTICES**

**Hand Washing** will be emphasized for all staff and campers throughout the day as follows:

- **EMPLOYEES** will be washing their hands regularly for 20 seconds with soap and water at least at the following times:
  - Upon arrival for the day, after breaks and upon returning from outside.
  - After toileting or assisting a child with toileting.
  - After contact with bodily fluids or cleaning up spills or objects contaminated with bodily fluids.
  - After cleaning or sanitizing or using any chemical products.
  - Before eating, serving or preparing food or assisting feeding a child.
  - Before and after completing a medical procedure or administering medication.
  - When visibly soiled.
  - Prior to departure.

- **STUDENTS** must also follow rigorous handwashing procedures:
  - Upon arrival for the day.
  - After toileting.
  - After contact with bodily fluids.
  - After returning inside after outdoor play.
  - Before eating or food preparation.
  - After activities where equipment or supplies are shared.
  - When visibly soiled.
  - Prior to departure.

**Hand Sanitizer** - Where soap and water are not readily available, hand sanitizer that contains 60% alcohol will be used. Staff are instructed to supervise younger children with both handwashing and hand sanitizing to ensure proper hygiene.

**Sneezing/Coughing** – Staff will train campers to cover coughs and sneezes with a tissue. Used tissues will be disposed of and hand washing or sanitizer protocols will be followed.

**Shared Objects & Spaces**

- Staff will not permit sharing of items or equipment that are difficult to clean, sanitize or disinfect.
- Students’ belongings will be separated from others’ and in individually labeled storage areas.
• Adequate supplies will be provided to minimize sharing of high-touch materials to the extent possible (e.g., assign art supplies or other equipment to a single camper), or
• Students will not share electronic devices, toys, books, and other games or learning aids unless equipment is disinfected between use.
• Shared equipment or spaces will be disinfected between use.

Designated Restroom Facilities

• Staff and students will use the rest rooms located in the main lobby of the youth care side of the Rec West facility. Only one person may use each restroom at one time.
• Staff will insure contact surfaces are routinely wiped down with disinfectant.
• Restrooms will be deep-cleaned and resupplied every two hours throughout the day.
• Groups will share locker rooms when using the pool. Showers will be closed and the locker rooms will be deep-cleaned and disinfected between each group’s use.

MEDICATION DROP/ADMIN STAFF
Medication drop off will be at glass kiosk located in the breezeway at Rec West. Parents and caregivers should plan to use this access point when their child is arriving late or being picked up early during the day outside of regular program hours or when needing to speak with camp administrative staff.

CAR POOLING DISCOURAGED
The CDC and local health officials discourage participants from carpooling. This is an effort to minimize possible exposure to as few participants as possible, if a child were to become ill.

LIMIT PERSONAL ITEMS
Students should limit the use of personal items from home. Please refer to the Parent’s Handbook for additional information.

LUNCH AND SNACKS
Students may not bring snacks to share or share or trade food items during meals or snacks. Students are strongly encouraged to pack lunches in disposable bags or containers and are asked not to bring food storage coolers, lunch-boxes, freezer packs, reusable utensils, etc.

REMOVAL FOR ILLNESS OR BEHAVIOR
As a precautionary measure and in the best interest of the health and safety of all children participating in this program, if, due disciplinary or behavioral problems or illness, it becomes necessary to remove your child from the classroom for a period of time, your child may not be permitted to return to the classroom that day and will need to be picked up.

Further, if a child leaves the premises during the day for any reason, i.e. doctor’s appointment, they may not be permitted to return that day.

FEVER
Any staff member or student will be immediately isolated and sent home if they register a temperature higher than 100 degrees at any time during the day. These individuals may not return until they have been fever-free for 24 hours, without the use of fever-reducing medication.
**QUARANTINE**

Any staff member or student who has had contact with someone confirmed or probably to have COVID-19 must complete isolation or quarantine procedures in coordination with the state and local health department guidelines.

**COVID-19 RESPONSE**

In the event that one of our staff or a student tests positive for COVID-19, Washington Township is required to notify the Department of Job and Family Services immediately.

Effected program site(s) and assigned staff will be shut-down for deep-cleaning before resuming.

Staff will coordinate with local health department to identify potentially infected or exposed individuals to help facilitate effective contact tracing/notifications and testing.

**FINALLY, A MESSAGE TO FAMILIES**

We understand how IMPORTANT and ESSENTIAL our Rec’ing Crew School Edition program is to your family and continue to prioritize this as our #1 goal.

Our staff has worked incredibly hard to ensure we could deliver on this goal. All of us look forward to delivering this experience in these challenging times.

We know we can keep it **FUN, MEMORABLE** and **SAFE** for your child!

Washington Township has taken precautions over and above what is necessary to facilitate our program. In these unprecedented times, a challenging facility and staffing approach was necessary to safely provide this vital program safely for our community. We are grateful to the support and we have received from our elected officials and the understanding and patience of our members.

Our staff look forward to doing everything we can to meet or exceed state and local health guidelines and industry best practices to make your child’s experience with us productive AND safe. And we will continue to monitor and adapt protocols as necessary. As parents, we know how important our children are to us. We would do anything to keep them safe.

Here’s to a GREAT school year that begins at the Washington Township Recreation Center.

Warmly,

Mark Metzger, Recreation Director