



## Health and Safety Policies

All parents/guardians **MUST** review and understand the Distance Learning Support Program policies. It is important that these policies and rules are reviewed with your child on a regular basis to help reinforce the importance of exposure minimization.

### Contact & General Information

Phone: (916) 332-7440 (office hours 8:00am-5:00pm)

Location: 6040 Watt Ave. (North Highlands)

Email 1: Rachel Robertson, Recreation Supervisor: [rachel@nhrpd.org](mailto:rachel@nhrpd.org)

Email 2: Sarah Musser, Recreation Superintendent: [sarah@nhrpd.org](mailto:sarah@nhrpd.org)

### Drop-off & Pick-up

To minimize contact between staff, students, and families the following drop-off & pick-up policies and protocols will be in place.

- Drop-off – drop off will be open between 7:30am-8:30am
  - If you need to drop off your child after 8:30am you must contact the District Office for arrangements
- Pick-up – pick-up will be open between 4:30pm-5:30pm
  - If you need to pick up your child before 4:30pm you must contact the District office for arrangements

Drop-off and pick-up will be open for one hour at the beginning of the program and one hour at the end of each day. This is to ensure proper social distancing and control the flow of participants entering and exiting the facility. If you need to drop-off **after 8:30am** or **pick-up your child before 4:30pm**, you must arrange that with the district office by calling (916) 332-7440.

Parents will not be allowed to enter the facility at any point. Parents can do a curbside drop off or they can park and walk their child to the check-in area. Please follow signs that direct you to the curbside drop off or the parking area. Nonessential visitors, volunteers, and parents will not be allowed in the program area.

Late pick-up: Participants that are not picked up by 5:30pm could be subject to removal from the program.

### Emergency Forms & Authorized Pick-up Person(s)

Forms must be complete and include all information relevant to your child's daily care. If they experience seasonal allergies, have asthma, or anything else that may produce symptoms close to those associated with COVID-19, you are encouraged to put that on there.

Someone **MUST** be available to take a phone call during program hours in case of an emergency, possible exposure, or behavior concerns. If an illness occurs during program, someone must be available to pick-up within one hour of notification.

### Temperature Screening & Visual Wellness Checks

Upon arrival and before entering the facility, participants will be screened for COVID-19 symptoms.

- Before coming to program, parents/guardians are expected to screen themselves and their child daily

- Notify the District office if anyone in the household has a temperature of 100.4 degrees Fahrenheit or higher within the last 24 hours.
- All participants will be screened using a no-touch thermometer before entering the facility
  - Any participants with a temperature of 100.4 degrees Fahrenheit or higher will not be allowed in the facility and will not be allowed to attend program for a minimum of two days
    - They may return the following day but must clear the temperature screening
  - Any participants testing close to the 100.4 degrees Fahrenheit threshold will be retested up to two times at the door
    - If their temperature remains close to 100.4 degrees Fahrenheit, they will be tested every two hours to ensure they do not cross the 100.4-degree threshold
    - If their temperature tests, at any point in time during the camp day, above 100.4 degrees, they will be isolated and required to go home
- Wellness questions will be asked upon arrival
  - Has anyone in the household had COVID-19 symptoms or a positive test within the last 24 hours?
  - Have you or anyone in the household had a fever of 100.4 degrees Fahrenheit or higher or experienced the following symptoms within the last 24 hours?
    - Fever or chills
    - Cough
    - Shortness of breath or difficulty breathing
    - Fatigue (abnormal fatigue)
    - Muscle or body aches
    - Headache
    - New loss of taste or smell
    - Sore throat
    - Congestion or runny nose
    - Nausea, vomiting, or diarrhea
  - If your child exhibits any of these symptoms your child cannot attend program for a minimum of two days
  - If your child experiences seasonal allergies, asthma, or any other medical condition that exhibits these types of symptoms, please note that on your child's emergency card
    - This is not a qualifying reason to exclude your child from camp

## **Program Groups & Sizes**

Our Camp program will have participants made up of a group of 15 or less.

- Groups of campers will stay together all day and throughout the week
- Participants groups will still be expected to follow the social distancing guidelines of maintaining a minimum of three feet of distance
- Staff will be working with the same group of participants students throughout the week or as often as possible

## **Social Distancing**

Social distancing of three feet or more will be enforced throughout camp whenever possible

- Campers will be reminded throughout the day to practice social distancing
- Signs and floor markers will be placed throughout camp to give visual reminders to campers to practice social distancing
- Staff will model and enforce social distancing throughout the camp day
- Camper seating and work space will follow social distancing guidelines by maintaining six feet of separation
- Staff will place markings on the floor to promote distancing and arrange seating in a way that minimizes face-to-face contact
- Campers are assigned a seat, cubby, and floor marker for the week to ensure they limit the areas they are in

## **Hygiene & Sanitation for Staff & Campers**

- All camp staff will be required to wear a cloth face covering
  - Campers store their face mask in a brown paper bag with the bag labeled with their name. The bag is used to protect the mask and keep it as sanitized as possible
- Staff review hand washing and face mask policy every day at camp. On the first day, they spend adequate time discussing the importance of both, how to wash hands including visual techniques, and where to store their masks
- Campers and staff will wash hands and/or use hand sanitizer frequently including
  - Upon arrival at camp and before leaving
  - Before and after activities
  - Before and after lunch
  - Before and after going outside
- Hand sanitizer will be available for campers to use throughout the day when handwashing is not possible.
  - Hand sanitizer is 65% ethyl alcohol
- Staff sanitize between every activity including: tables, chairs, door handles, bathrooms, equipment, light switches, hand sanitizer bottles, etc.
- Staff sanitize their water bottles and phones before entering the camp area
- Campers have multiple outdoor time scheduled to ensure ventilation in the building

## **Shared Spaces, Supplies, & Equipment**

- The community center is not opened to regular business; therefore the space is not shared
- Multiple toy options for each group will be available for campers and will be sanitized throughout the day
- Games and activities that do not require close physical contact will be planned and used as often as possible
- Indoor and outdoor play will be staggered so that the number of campers in the same area is reduced
- Toys, supplies, work stations, and frequently touch objects (door handles, chairs, tables, etc.) will be sanitized multiple times throughout the day and at the end of each day
- Each camper will be given their own basic art supplies in a labeled, zip lock bag that they will use throughout the week (crayons, markers, pencil, glue, and scissors). All other reusable supplies will be sanitized between use

## **Lunch, Snacks, & Water Bottle**

- All campers are required to bring a reusable water bottle, lunch and two snacks each day
- **Lunch and snacks must be ready to eat & not require refrigeration or heat to eat**
- Each camper must bring a reusable water bottle
  - Due to safety restrictions, water fountains will be unavailable for campers
  - Camp staff provide filtered water from water jugs that they will refill campers bottles with

## **Illness at Camp**

Campers or staff who develop COVID-19 symptoms at camp will be sent home. Symptoms include: fever (100.4 or higher), chills, cough, shortness of breath or difficulty breathing, fatigue (abnormal fatigue), muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose (not including seasonal allergies), nausea, vomiting, or diarrhea.

- Campers exhibiting these symptoms will be isolated in an isolation space from the rest of the participants until they can be picked up
- All parents must provide Summer Kids Camp someone who is available during camp hours to answer a phone call in case of emergency and or symptoms develop throughout the day
- Campers exhibiting symptoms must be picked up within one hour of notification

## **Medication Policy**

No medication (prescription & non-prescription) will be administered to any participant without written approval and specific instructions by a parent/guardian.

## **Camp Attire**

Campers are required to wear closed-toe shoes to camp. No sandals or flip flops are allowed. If a camper arrives without proper attire, parents will be required to pick up their child, or bring proper attire for their child before they can participate in any Summer Kids Camp activities.

## **Camper Behavior, Rules, & Expectations**

- Summer Kids Camp will regularly use outdoor space for activities, so please pack sunscreen for your child
- Campers must be able to sit and follow instructions
- Campers must be able to work within a group setting
- Campers must be able to use the bathroom unassisted
- Campers must be able to follow social distancing guidelines
- Campers must be able to follow camp rules (listed below)
  - Hands and feet to yourself
  - Only run on the activities side of the gym and outside (when permitted by staff)
  - Respect all staff, campers, and yourself
  - Listen and follow instructions
  - Stay with your group at all times
  - All toys, games, electronic equipment are not allowed at camp
  - Maintain a minimum of 6 feet distance between yourself and other campers and staff



**North Highlands Recreation & Park District  
Health & Safety Policies  
Seasonal Camps**

*All policies are subject to change.  
Updated: 6/11/2021*

**Personal Items at Camp**

Space will be limited so we ask that you keep all nonessential items at home. No toys, books, electronics, games, or other personal items. Bulky bags must be kept to a minimum as campers will have approximately a 2x2 foot space to store their items.