

Camp Covid Policies 2021:

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Overview and FAQ

WMC will follow and implement guidelines set by the CDC and Morris County Health Department including limitations on gatherings, travel bans, and general safety. WMC will monitor the ongoing situation and make updates as needed to schedule and procedures based on relevant data and guidelines to our policies and camp schedule.

Below are some highlights. Read our full Camp Covid Policies 2021 for more information.

Will there be Social Distancing or Capacity limits?

Yes. We will remain outside as much as weather will allow. In cabins, campers will sleep head-to-toe in bunks allowing for 6 feet of distance while sleeping. Meals will be held in shifts by cabin groups.

- **Limited Capacity:** Camps will be directly impacted by public health guidelines. At most, camp will operate Overnight Camps at half capacity for the time being. It will be important to sign up early. A good rule of thumb is that you can never sign up too early for camp! That goes for any season but is important to note for 2021. Site Capacity will be as follows unless public guidelines limit gatherings further:
 - WMC Hosted Overnight Youth Camps: 48 Campers (divided by cabin Group)
 - WMC Hosted Overnight Camps for I/DD: 30 Campers (divided by cabin Group)
 - User Camps / Partner Overnight Camps: 48 Guests - campers and staff (divided by cabin Group)
 - Rentals / Private Event Groups (Overnight): Based on standards set by Morris County Health Department. Group's exceeding the current limit must file an application with MCH.
- **Smaller cabin sizes:** Cabins have separate bedrooms connected by a large lobby.
 - Maximum 10 campers per Little Cabins. Campers will be split into 2 rooms (5 per room) with 2 Camp Staff per cabin (one per room). Big Red may house additional campers (Max 16) only if all other cabins are in use.
 - Staff and campers will not be allowed into any cabins or cabin rooms except their own. Within the rooms, campers may not enter other campers' spaces such as bed or cubby.
 - Campers will travel to activities in their Cabin Groups. Cabin Groups may associate with other cabin groups at assigned times, outdoors, wearing masks, and remaining socially distant.

Will camp require Covid 19 vaccines for staff or campers? No. Though we will educate staff on the benefits of a vaccine and recommend that staff acquire the vaccine when available.

Will campers take a Covid test or rapid test upon arrival or during their stay?

Yes. Thanks to a program through KDHE, we will use BinaxNOW (15 minute rapid test kits) for all arriving campers and staff. Tests are non-invasive and fast. Simply swab the inside edge of each nostril. Campers will be tested upon arrival for check-in and at least once more mid-week. Campers showing symptoms may also be tested. Staff staying on-site will follow the same testing schedule as campers while commuter staff will be tested daily upon arrival.

Will there be trained medical staff on site?

Yes. Camp counselors are American Red Cross trained in First Aid, CPR, and AED training. Camp will have an on-site RN, LPN or nurse with equal or higher training.

Will there be Temperature checks and other screening?

Yes. Campers will have their temperature taken by our staff upon arrival and verified by our nurse. If they have a fever of 100.4 degrees or higher, they cannot be permitted to come to camp until the fever is gone and a doctor has signed off that they are clear to go to camp. Cabin Group Counselors will self-monitor for symptoms and log temperature checks on themselves and campers daily to share with the Nurse.

Will staff and guests be required to wear masks?

- Yes. Staff and campers must wear masks except when sleeping, eating, showering, swimming or when they're with their own cabin group outside while socially distant, more than six feet away from other cabin groups.
- For those with respiratory concerns or intellectual / developmental disabilities that would hinder a camper from wearing a mask, contact WMC and adaptations may be made such as face shields, for example.
- Camp will provide masks for those that do not have their own or if campers need additional masks or if the mask does not meet requirements. Information on the type of masks being provided will be available in the near future.
- We recommend bringing at least two masks if able. Campers will be playing outside and will want spares.
- Please label the masks with your campers name or initials!
- **Mask Type:** Cloth masks should have a minimum of 2 layers (this means "gaters" and thin bandanas do not qualify). A good rule of thumb, if you hold the mask up and light passes through, then it does not meet the requirements. Doubling up on single-layered masks may not be as effective as using a two or three layered mask.

What about hand washing and overall sanitization?

There will be hand sanitizing stations at each activity as well as outside of each building. Campers and staff must wash hands before and after meals and activities, after using the restroom, and before entering buildings either at a sink, outdoor hand washing station, or outdoor hand sanitizer station. Everyone must shower once per day. Activity equipment will be sanitized after each group between uses. Daily and weekly cleaning and sanitation checklists will be followed for facilities and activity areas. (Read ur full Camp Covid Policies 2021 for more information).

What if my camper is flagged for symptoms or other Covid concerns during Check-In?

We never want to tell someone they cannot attend camp. It's heartbreaking. However, for the safety of all campers and staff, if a camper is flagged by our staff during the on-site pre-screening process due to symptoms, testing positive, or based on answered questions - our Nurse will perform a second screening to determine the best course of action. If an Asymptomatic camper with no known exposure to Covid should test positive, they may be asked to visit our local Health Department Office for a follow up test that will confirm if the rapid test was false before returning to camp. Should WMC decide that the camper should head home, the camper will not be able to attend camp without following steps offered by the nurse and receiving a signed doctor's note of approval. They will have the option to participate in any virtual camp options if available or wait for another session if one is available. (See Discounts and Deposits for more info).

What if a staffer or camper tests positive for Covid during a session?

- Staff with suspected symptoms will be tested daily and self monitor and may be recommended by the Nurse to self quarantine prior to returning to work. If living on-site, staff will quarantine in the designated Sunset apartment following quarantine guidelines set by the CDC. If symptoms persist, they will leave camp to be tested. If the test is positive, they will continue quarantine following all recommendations by the Morris County Health Department and CDC.
- Campers experiencing symptoms related to Covid will be isolated and supervised by our nurse and tested using the rapid test. They'll remain until they can be picked up and taken home. Staff will perform necessary cleaning and sanitization of the cabin and equipment.
- Anyone in a cabin group with someone suspected of Covid or a positive Covid case will be monitored for symptoms and the cabin group will avoid spending time with other cabin groups outside. The Nurse may decide to perform daily screenings or temperature checks on those in the cabin to help monitor.
- If a staffer or camper tests positive, we will contact families as soon as possible. We will follow contact tracing procedures and families will be notified. We will not share the name of the person that tested positive.
- If your camper should test positive for Covid within a week of leaving camp, please contact our Office and let us know. All names will be kept confidential.

What activities have been cancelled for this season?

Most activities have been adapted or offered with limitations rather than cancelled. Activities or games involving physical or close contact are obviously the most affected. This includes our Low Ropes Course and many Team Initiatives games.

Virtual Q andA for Campers and Parents

WMC plans to host public Zoom Q and A meetings regarding our 2021 camp season. Anyone is welcome to attend. Stay tuned to our website and social media for dates, times, and links.

HELPFUL LINKS

Symptoms of Covid 19

<https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>

How to Talk to Kids About Covid-19 (American Red Cross)

<https://www.redcross.org/about-us/news-and-events/news/2020/coronavirus-how-to-talk-to-your-kids.html>

How (And When) To Wash Your Hands

<https://www.cdc.gov/handwashing/when-how-handwashing.html>

Protecting Yourself and Others

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html>

Masks - Who, How, When, and Which ones?

https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html?s_cid=aa-test-oadc-001

Resources for Parents - American Camping Association

<https://www.acacamps.org/campers-families/news-resources/covid-19-resources-parents>

Before Camp

Registration

Register Online or Over the Phone!: Use our website to set up your account and register. If you do not have internet access, call the office and we can help you register over the phone.

Discounts and Deposits: The earlier you sign up, the more discounts we have available. As for deposits, if you are unable to attend due to Covid, you may receive a full refund, attend Virtual Camp and be refunded the difference in cost, transfer credit to future camps, or make a donation.

Paperless and PrePaid: Please have all paperwork (especially health forms) submitted, uploaded, mailed, or faxed to camp prior to arrival. Call or email our office if you need assistance.

While you can pay for T-Shirts, Camp-Store money, or registration fees during check-in, we encourage you to do so in advance by mailing checks or via credit/debit card online or by calling our office. On-site payments must be Cash or Credit/Debit card. By helping us cut back on paperwork, and in-person transactions, you are doing 4 things.

- Ensuring that we prepare for your camper properly by knowing their health, dietary, and other needs.
- Speeding up the check-in process for all guests and campers
- Helping prevent the spread of Covid by not sharing items
- Reducing paper and waste - as a camp we promote helping the environment by recycling and going green.

Pre Screening at Home

This season, we require at-home pre-screening of campers (with the assistance of parents/guardians). It's easy! Just plan to self-monitor for 10 days prior to the camp event. During those two weeks, keep track of the following each day.

- Take and record temperature each day. Log if fever of 100.4°F or higher
- Self-screening for symptoms (fever of 100.4, cough, shortness of breath, diarrhea, fatigue, headache, muscle aches, nausea, loss of taste or smell, sore throat, vomiting, etc.)
- Practice social distancing, proper mask wearing, cough/sneeze etiquette, and hand washing.
- Try to avoid traveling and coming into contact with places or people who may have been exposed to Covid.

Before Leaving the House on Check-In Day

- Check for symptoms one more time.
- One more temperature check. If temp. over 100.4 F, call Camp to speak to the Nurse as you may be advised to stay home until the fever lowers.
- Double check the Packing List. Clearly label everything with camper name or initials. Recommend storing pillows, blankets or smaller sleeping bags inside a cloth or plastic bag and label the bag.
- Separate medications and paperwork from luggage as it's to be handed to the Staff during check-in.
- Use the restroom! We will only have one guest restroom or portapotty available for non-campers.
- If you are able, please keep passengers to a minimum by only bringing those attending the camp and one parent/guardian. If travelling with extra passengers, have them wait in the car during check-in.
- Anyone at higher-risk for severe illness per CDC guidance should not drop off or pickup campers.
- Bring and wear masks - driver and passengers as well.
- Use the car ride to remind your camper of proper health and safety while at camp.
- Use the car ride to begin goodbyes and build excitement for camp!

Reminders for Parents/Guardians During Drop Off

- If you must leave the car, maintain 6 feet of distance from other families, campers, and staff.
- When signing paperwork, staff will wear masks and keep their distance. They will carry hand sanitizer you can use and will wash their hands between each person's check in.
- Put on your mask before rolling down your window or exiting the vehicle.
- There will be a designated guest restroom or port-a-potty on site for non-campers to use in case of emergencies.

Arrival and Departure

Check-In / Drop Off

Arrival Times

Campers will be assigned a time and will be dropped off at camp during staggered timeframes. Contact Camp to pick a new drop off/pick up time or if you are running late. Please do not arrive too early as staff will be preparing for you and ensuring a safe space.

Check-In Location and Traffic:

- Check in will be managed “drive-thru” style. As you pull in, staff may ask you to wait if main area is too congested.
- Check-In will be held outside along the sidewalks between the Dining Hall to Big Red and from Big Red to the Office. Cars will pull up and staff will meet them at their parking spot. Please stay in your cars!
- As you approach the Stone gate, keep to the right of the road as much as possible.
- Guests will drive to the gravel loop between Big Red and Dining Hall. The traffic loop will go counter clockwise.
- Pull up next to the Dining Hall and transition to stations along the sidewalk to Big Red and to the Office Building.
- You will exit down the same road you entered on, keeping to the right side of the road.

Prescreening Station.

The Dining Hall patio / sidewalk to Big Red is the Pre-screening area. Staff will direct you to park and come to the Driver’s window.

1. Staff will check your mask and provide one if needed.
2. Staff will provide the rapid test swab. This can be self-administered or our staffer can swab for you. The staff will take the test back to the observers.
3. Staff will ask the Prescreening Questions to document your camper’s current health and screen for Covid.
4. Next staff will take the Camper’s temperature. Should they need a second opinion or assistance, they will ask the Nurse to take the temperature again.
5. Finally, you will be directed to pull forward slightly along the sidewalk leading between Big Red and the Office.

Registration Check:

There will be a few parking stations along the sidewalk, each performing the same tasks as follows.

1. Verify All registration information has been submitted and complete any missing forms
2. Pay remaining fees or camp store fees (please try to have this done in advance if possible)
3. Turn in any medications to our staff. If our Nurse has questions for you, or if you have questions for our Nurse, the staffer will notify the nurse who will come over. Otherwise, staff will go through the checklist provided by the Nurse.
4. **Test Results must be confirmed negative before campers or luggage leave the car.**
5. Luggage Check-In. At this point the camper can exit the car. Staff from our Luggage Team will assist with unloading the suitcases. If they need assistance or luggage is not easily reached without getting into the vehicle, one other passenger may exit the car to help and follow these steps.
 - a. Camper and Driver must be wearing a mask and will be provided hand sanitizer by the staffer.
 - b. Staff will provide disinfectant wipes to wipe down luggage - especially handles and straps.
 - c. Staff can help camper take luggage to the dining hall patio to their designated cabin area.(If camper is in Big Red, luggage and camper will go to the porch of Big Red
6. Nametags, Water Bottles, Shirts and such: Before dragging luggage to the patio, staff will tell you what cabin you are in, provide your nametag and other goodies.
7. Campers will wait in designated areas (patios) with luggage for the People Mover to take them to their cabin! Meanwhile families will exit the loop out toward the road excited that their camper is off on a great adventure!

Pick Up / Leaving Camp

- We will schedule staggered pick-up times to limit group sizes. Contact us if you will be late or need to change your pick-up time. Pick-up will be a drive-thru process so please stay in your vehicle.
- Drivers and passengers must follow the same procedures used during drop off (masks, stay in the car..)
- Traffic will follow the same pattern used during Drop Off / Arrival.
- Campers and Staff will gather luggage, monies and medications to have ready upon your arrival.
- Pull up to the sidewalk in front of the Dining Hall. Our staff will approach the car and verify that you are an authorized pickup for a camper. They will radio to have the camper brought to the car.
- Staff will return medications and monies.
- Staff will load luggage into your car, wiping any door handles or areas needing touched.

Buses and Vans

For our Camps that bring guests in Buses or Vans, we understand you will have your own procedures to follow and that depending on the vehicle in use, not all recommendations below can be followed. Just do your best!

Follow all steps in the previous “Before Camp” section. Then check out below.

Arrival Times:

Groups will be assigned a drop off time and will arrive at camp during staggered timeframes keeping traffic light and group’s small. Please notify WMC Office if you need to pick a new drop off/pick up time or if you are running late. Please do not arrive too early as staff will be busy preparing for you and ensuring a safe arrival space.

Prep and Safety

- If possible, use buses and vans that have cargo storage separate from the passenger cabins. To help distance passengers from each other, limit seating capacity per bus or assign seats spaced apart, use larger vehicles with more space or use more than one vehicle. Just do the best you can.
- Drivers and Sponsors should be medically cleared to work (temp checks, no symptoms, etc)
- Drivers and should wear N95 respirators
- Drivers should sanitize all handles, seats and high-traffic areas and ventilate the vehicle with fresh air.
- Be ready early to ensure you meet your scheduled drop off time.
- Stock vehicle with hand sanitizer, gloves, masks and other PPE and cleaning supplies.
- If possible, Gather Camper medication, paperwork or payments. Keep in easily accessible storage or up front.

Before Boarding

- If able, WMC or the Group Sponsor will provide cabin assignments to campers in advance and campers can sit (still spaced apart) by cabin group.
- Recommend that only one parent/guardian attend the drop off and/or ask extra passengers to stay in their car
- Everyone should wear masks while waiting for the bus / van.
- Social distance (at least 6 feet) from other campers and parents.
- Use the restroom before getting on the bus.
- Collect camper medications, monies or paperwork in a box or tub. Keep separate from the rest of the luggage.
- Designate someone to help load luggage. They should wear proper masks, wash and/or sanitize hands. They will use sanitizing wipes to wipe down luggage, especially handles, zippers and areas used to carry the item.
- Reminders:
 - Do not board if you are sick or experiencing any flu-like symptoms.
 - Wash or sanitize hands before boarding bus, van, or vehicle.
 - Practice good hygiene: Cough or sneeze, into your elbow and avoid touching your face.
- NOTE: If there are enough staff to do so, perform pre-screening questions and temperature checks for each person prior to getting on the bus. Anyone experiencing symptoms or fever over 100.4 should be told to Call the Camp Nurse and/or drive separately from the group, or go home until a doctor’s note can be provided.

Travel to Camp

1. Once on the bus, go to your assigned seat - keep space from other campers.
2. Wear a mask while riding in the vehicle, even if windows are down.
3. If weather permits, roll down windows until reaching the gravel road.
4. Remind Campers that camp will be awesome, but we have to watch out for each other and ourselves. When they arrive, they’ll have to be patient during check in, then the fun begins. Remind them that WMC staff are there to keep them safe so listen to their instructions.

Upon Arrival (Buses and Vans)

1. Drive to the gravel area in front of the Dining Hall (park next to or over the sidewalk as needed).
2. Ask all campers to stay on the bus. (if bathroom Emergency, one camper at a time may ask staff to use the bathroom and return to wait by the bus).
3. WMC staff will speak with the Driver or Sponsor and collect Paperwork, monies, and medications.
4. Another WMC staffer will call out names by Cabin Group.
5. Campers will exit one at a time. Campers will use the hand sanitizer provided. Staff will then hand them their name tag. Staff will approve their mask and provide extra as needed.
6. Campers will be directed to wait with their cabin group (keeping 6 ft apart). Each Cabin Group will be spread out away from other cabin groups.
7. At their Cabin Group location, staff will perform **rapid tests**, pre-screening questions and take camper temperatures, consulting the nurse if needed.
8. Meanwhile WMC will have The Designated Luggage Team unload and use sanitizing wipes to wipe down all luggage. Luggage will be placed in the loading area matching the cabin group that Camper belongs to. WMC can use carts to transport luggage to cabins as needed.
9. Cabin Groups will be led to their cabin by their counselors.
10. When leaving, vehicles can either turn around in front of big red or drive past Blue Cabin (veering right) Use the large open grassy area to turn around and exit the same road as entered.
11. Buses/vans remaining on-site will use the Event Parking area behind the Dining Hall and should take steps to sanitize and ventilate the bus once parked.

Pick-Up / Leaving Camp

1. Campers will be called to the bus one Cabin Room at a time.
2. Campers and staff will follow the same process in the “Prep and Safety” and “Boarding the Bus” sections except the PreScreening steps.

Facility Use and Cleaning

All facilities will be cleaned daily. Facilities will be sanitized between each use (use refers to Cabin Group as they'll travel together without other Cabin Groups). Facilities will be deep cleaned and ventilated between each session, or group/event. Will follow recommended cleaning tips from CDC and ACA FieldGuide.

Cabins:

Cabin Groups

- For every camp session, each cabin will have assigned staff and campers called a Crew. A Crew may be made of two cabin rooms. Cabin Groups will be the only persons allowed inside their assigned cabin.
 - Exceptions would include Medical Emergencies and Urgent Maintenance needs which would allow for Nursing Staff or Maintenance inside. In those instances, all Cabin Group Staff and Campers will exit the cabin. Outside staff would follow cleaning procedures as they leave the cabin and Cabin Staff would follow ventilation and cleaning procedures upon reentry.
- Maximum 5 campers per room and no more than 10 campers per cabin (crew). (Big Red may hold 16 campers total). For Campers with I/DD, Crew and room sizes will likely be smaller with a 1-3 staff-camper ratio.
- Campers will not be allowed to switch cabins or cabin rooms.
- Other campers, Visitors, or Parents will not be allowed in that cabin during pick-up or drop off.

Layout and Usage

- Cabins, furniture and equipment will be deep cleaned weekly and ventilated between events.
- Campers and staff will wipe down and sanitize door knobs, surfaces and furniture at least once each day.
- There will be a hand sanitizer station located on the porch outside each building. All must wash hands with sanitizer prior to entry and exit.
- Lobbies. Furniture will be spaced out. Staff will establish 2 smaller hang out areas - one for each cabin room with tables and chairs as needed for activities.
- Sleeping
 - Each bunk bed unit is 6 ft from the next bunk bed unit.
 - Sleepers will lie head-to-toe or toe-to-toe to keep enough distance between heads/faces: In bunk beds, the head of the camper in the top bunk will be opposite the position of the camper in the bottom bunk
 - Campers can choose the top or bottom bunk (first come first serve). Staff will explain sleeping directions.
 - If a camper should need extra linens, freshly cleaned linens will be available.
- Bathrooms:
 - Each room has its own bathroom with 2 sinks, 1 shower, and 1 closed stall with toilet.
 - Campers will keep toiletries stored outside the bathroom with their luggage. Towels will be hung on the towel hook by their bed or outside on clothesline
 - Campers and staff will shower and change once per day.
 - Staff will help campers set shower schedule and limit persons in the bathroom at once.
 - Faucets and stall door will be cleaned each time the Cabin Group returns to the cabin (4-5 times a day).. General restroom cleaning will occur once per day before bed.
- Ventilation
 - Will keep windows open as weather permits.
 - Will run air-conditioning, bathroom exhaust fans, and box fans.
 - Lobby windows will be kept open even if room windows must be closed due to heat or humidity. In this case, cabin doors may remain closed to keep cool air in and bathroom ventilation will remain on, ideally pulling outside air in and circulating it back out.
 - When cabin or cabin rooms are not in use by campers and staff, cabin windows will be opened and fans will run to ventilate the cabin with fresh air

Personal Items

- We recommend campers to limit personal belongings, bringing only the essential items and a very limited number of non-essential items.
- Campers will be advised not to share common items (cups, bedding, etc.) with others
- For toiletries, bring a container labelled with their name such as a 1 quart plastic ziploc bag, pouch, ziplock bag or container for all toiletries as well as cloth or plastic bag for dirty laundry.

Dining Hall

Lobby Area and Restrooms:

- Staff and Campers will be encouraged to use the restrooms in their own cabins as much as possible.
- Cabin Groups will limit 2 campers per restroom and 1 per accessible restroom at a time.
- General Staff using restrooms will do so only when no cabin groups or cabin staff are present and will sanitize after they use.
- When Cabin Group's use the Lobby Restrooms, they must check that another Cabin Group is not currently using the space. Cabin Group Counselor will spray sanitizer after their group's use.
- Restrooms will be cleaned daily by and deep cleaned between camp sessions or events.
- A cabinet with general first aid supplies will be located in the lobby of the Dining Hall for quick-access.

Main Seating Area:

- Primarily only used for meals when weather does not allow for outdoor seating.
- For indoor activities for up to 2 cabin groups so long as space is divided with sliding wall with one group on either side.
- Windows should remain open allowing for ventilation as much as possible.
- Cabin Groups will sanitize surfaces after they use the space.
- Space will be cleaned daily by staff and deep cleaned weekly or between camps and events.
- Schedules will be used to determine who is allowed in the space at what times to prevent unexpected group encounters.
- General staff will not use the space unless needed for cleaning or repair.

Kitchen:

- Only assigned kitchen staff will be allowed through the kitchen except during meals (see below)
- General staff will not enter the kitchen unless repair or cleaning needed or assigned to do so.
- There will be no public use of drink stations, ice machines, or other kitchen supplies.
- Serving area cleaned between each Cabin Group. Kitchen Daily Cleaned and Weekly cleaned.

Nurse's Station / Medication

- Medications, PPE and essentials will be kept in the Sunrise Suite /Nurses Cabin.
- General First Aid, AED, PPE, supplies for easy access will be located in the Dining Hall Lobby.
- Medication will be dispensed outside when possible and by Cabin Group during mealtimes in the Dining Hall.

Meals / Camp Store

- Meals will be shift meals. Up to two Cabin groups will eat together per shift. No more than 4 people to a table at a time. We will encourage staff and campers to eat outside on the patio picnic tables as often as weather allows.
- There will be no self serve of food or drink. We'll continue to serve cafeteria style with only food service workers touching utensils. There is a large divider and salad bar cover over the entire serving line providing a barrier.
- Food will be served on trays prepared with napkins and silverware by kitchen staff. All trays will include the same main dish and entrees, except for those with dietary needs, and salads will be pre-mixed. Will use packet sauces and dressings or staff-served sauces and dresses. No one will self serve food or drink.
- Cabin groups will space out 6 ft between each person during the serving line.
- **Camp Store (Cantine):** Will be managed one cabin group at a time by their cabin group counselors.

Lost and Found

In order to prevent exposure of staff and campers from items stored in Lost and Found space, WMC will only hold items for two weeks provided items are not damaged or deemed not safe to store by WMC staff. After this period, items will be thrown away or donated. Please do not send Campers with items that can't be easily replaced. Items we will hold this season:

- Jackets / Sweatshirts / Shoes (not water shoes or sandals)
- Shirts (may end up washed and cannot guarantee they will not shrink).
- Sleeping Bags, Blankets, Pillows
- Prescription glasses, durable medical equipment, prescription medication
- Backpacks

STAFF

Volunteer and Paid staff will undergo training to ensure all understand the best practices and new procedures regarding Covid 19. Staff or volunteers that cannot adhere to our new safety guidelines will be asked to leave.

Working with Guests

- Staff commuting to camp each day will take a rapid test upon arrival. Staff living on site will be tested at the beginning of each event and once during the week or anytime they leave camp for over 24 hours.
- Volunteer and Paid Staff will follow the same pre-screening as campers prior to each session and will have daily temperature checks and self-monitor for any symptoms and reporting directly to our nurse.
- Up to 2 staff will stay with their designated Crew (1 staff per room).
- Masks: All staff will wear masks at all times except when eating, sleeping, swimming, showering, and if able to socially distance outside with their own cabin group.
- When applicable, Staff may wear face shields in lieu of masks (outside and social distanced) or in addition to masks when caring for adults with I/DD who may need toileting or showering assistance.
- On-site staff quarantine. Some staff live at camp for the season. A specified cabin (Sunset Suite) will be used if a staffer living on site must quarantine. All CDC recommended quarantine guidelines will be applied to the space and the staffer.

Staff Lodging / Time Off / Staff Interraction

- Residential Staff are granted 24 to 48 hours off between Sessions. Some choose to live on site with WMC provided lodging and others return home off site. Day-Staff, (generally office, housekeeping, maintenance, food service) often go home each night.
- During the work week, Counselorstaff are to remain with their co-staffer in their pod group and follow all distancing and masking guidelines indoors and outdoors as mentioned above, even if lodging on site with fellow staff during weekends.
- All staff are encouraged to self monitor and self screen during their time at home. If they experience symptoms associated with Covid, they should report those to WMC prior to returning for work. They may be asked to stay home until they can be tested or properly quarantined.
- Counselors, volunteer counselors, and nursing staff during their time off will be allowed to leave camp which happens between camp sessions. During the week, they will be required to stay on camp during their time off.
- Food service, cleaning, and maintenance staff may come and go each day and only be allowed in their designated work areas on site.
- Cleaning and Maintenance will not enter indoor facilities with campers or counselors present. They will sanitize surfaces and areas heavily used during their cabin or building inspection.
- Staff lodging will be divided ensuring proper distancing and safety. Staff lodging will allow for social distancing between beds, limited capacity and the same safety guidelines implemented throughout our program as much as possible. Staff will be encouraged to only socialize with other staff if outdoors, distancing and wearing masks. Masks will be worn indoors except when sleeping, eating, or showering. Staff will avoid sharing work or personal supplies.

ACTIVITIES

General Overview

Each activity will have its set policies based on these general procedures below. Activities will have an operation and cleaning checklist for staff and campers to follow to ensure proper use and cleaning.

Group Size Limits

- Generally only 1 Cabin Group will up to 10 participate in activity at a time. There may be instances where 2 cabin groups can participate, but will avoid sharing equipment or occupying the same space.
- Outdoor activities may allow for several cabin groups to space FAR apart (12-20 ft) in spaced out Cabin Groups, but will not conduct large group activities requiring running around or sharing of equipment.
- Indoor activities will be no larger than 2 Cabin Groups that will be spaced apart with dividers or ventilation.

Upon Arrival:

- Campers / Staff should use restrooms and refill water before arriving at an event.
- Walking to and from events, groups will travel in Cabin Groups and space apart so no more than 2 people are in a row with each other at a time on roads and trails
- Upon arrival, Wash hands with soap and water or sanitizer for 20 seconds
- Stand or find a seat 6 feet apart from others. Staff will show places to stand and sit as often as possible with cones, tape or other markers.
- Do NOT touch any equipment or structures until instructed to do so.

Water Stations and Handwashing Stations

- Assigned staff will ensure hand sanitizer stations remain filled, equipment cleaning stations are managed and water stations are set-up. Cabin Group Staff may also need to refill stations or notify other staff when they get low.
- Water Stations. Facilitator (Cabin Group Staff) will wash hands for 20 seconds and wear gloves. Staff will ask the camper to sanitize the bottle with a wipe and remove the lid to the bottle and hand them the bottle. They will fill one camper's water bottle at a time ensuring the lid or rim of the bottle does not touch the water cooler spout.
- Equipment cleaning varies pending the activity. There will either be large tubs to dunk items or several bins with sprays, wipes or cloths and another for trashed or used cleaning supplies. Stations will be updated daily and as needed between group use. Soapy / bleach water for cleaning equipment should be cleaned daily and between groups or at the end of activity rotations.

Instructors

- Cabin Group Staff (Counselors) will act as the facilitators for their own cabin as much as possible, and will be trained in each activity.
- When additional instructors are needed, instructors will coach campers from a safe distance, allowing their Cabin Group Staff to aid with any "hands-on" assistance.
- If an instructor, not from the Cabin Group, must help with hands-on instruction, they will wash hands for 20 seconds before and after instruction, maintain distance as much as possible, wear gloves when needed and clean the equipment (spray or wipe with sanitizer) before letting others use the same equipment.

During Activity Procedures

- Campers will sanitize or wash hands for 20 seconds before using equipment and at the end of the activity session
- Campers will wear masks for all activities except swimming.
- If sharing a ball or equipment in their cabin group, staff will call for cleaning breaks every ten minutes. This would be used in volleyball or basketball for example. During the breaks, campers would wash hands again and staff would sanitize equipment.
- No contact sports or games or activities requiring close proximity to one another.
- Games requiring close contact, sharing of equipment, or shared structures will not be played between cabin groups (ie basketball, soccer, gaga, volleyball etc)

Facility and Equipment Sharing and Cleaning

- Cabin Group Equipment: When possible, each cabin group will be assigned its own toys and equipment for the week. This would include: Board games, balls and general sports equipment, and craft supplies. Items will remain stored in their cabin and are not to be shared with other cabin groups. Equipment will be cleaned/sanitized prior to and after each activity. Some will be cleaned between each use.
- Campwide Equipment: Some equipment must be shared by all such as Ropes Course equipment, Target Range Equipment and Aquatics Equipment. This will be cleaned between each individual use and sanitized between each Cabin Group Use.
- Outdoor Structures: Benches, railings, monkey bars, seats, high-traffic surface areas will be wiped down with 1:10 Bleach water between each use by Cabin Groups
- Some structures and equipment will need special care and may use alcohol based cleaners or warm soapy water pending manufacture recommendations. This would be ropes course equipment and PFDs to name a couple.
- In addition to cleaning between individual and group uses, equipment will be cleaned and sanitized and left to dry as needed between camp / event sessions. (once a week)
- Facilities will be cleaned at the end of each day when activity rotations are complete and between camps / events (weekly)

Cleaning Practices:

- Clean equipment or facility structure of all dirt and visible debris with soap and water.
- Dry the equipment / facility as best as possible.
- Use sanitizer spray or wipes on the item or surface and let air dry.
- Rotate equipment as much as possible to allow for proper clean and dry time between uses.

Rentals and Private Events

This refers to:

- Cabin rentals, Day Passes or Visitors of On-site events
- Any Venue or Facilities Reservations
- User Camps or Retreats

Local and Camp Guidelines

WMC will implement all current guidelines in place by Morris County Health Department. WMC may require additional safety.

Events exceeding the MCH gathering size limit must apply for approval with the Morris County Health Department. WMC can provide the form. Application for approval is the responsibility of the renter and WMC will adhere to the recommendations of MCH.

If reserving an activity or event that requires WMC staff (meals, activities, counselors, etc) the group must abide by the procedures in place by WMC including: wearing proper masks, social distancing, hand hygiene, and not participating if symptomatic or recently exposed to Covid-19.

Before Making your reservation,

- **Check for Travel Restrictions:** Be sure your state or county, or ours (Morris County, Kansas) don't have any travel restrictions in place that may prevent you from coming. [Kansas Department of Health Travel Restrictions](#)
- **Deposits:** Any deposits made after June 1, 2020 are held to our standard refund policy and may not be eligible for refunds due to Covid-19. In some cases, deposits can be held as "store credit" for a future reservation.
- **Agreements:** Guests must sign all proper paperwork, event agreements and waivers prior to arrival. WMC will implement cleaning, signage and other strategies to attempt to reduce the spread of disease, but by renting with WMC you do so at your own risk.

Before arriving on-site:

- **Symptomatic or Sick:** Do not come to WMC if sick in any way, especially if experiencing symptoms related to Covid-19 ([Information about Symptoms](#))
- **Possible Exposure:** Do not come to WMC if exposed to individuals who have tested positive for Covid-19 or are awaiting results for a Covid-19 test within the past 14 days.
- **Bring Your Own Stuff:** We will have some sports equipment and other supplies on site, however, we recommend that you bring your own equipment, toys, sports gear rather than use equipment and toys provided by WMC. This may include: balls, lifejackets, paddles, swimming pool floaties and toys, etc.

While On Site:

- **At Your Own Risk:** Recognize that while our staff take measures to provide a safe environment for our guests by sanitizing regularly, allowing time between rentals, cleaning equipment, promoting safety to guests and working with our local Health Department, you are still choosing to visit at your own risk.
- **Wear a Mask:** Morris County, as recommended by the State of Kansas, requires the wearing of proper masks when around groups from other households, indoors, or while within 6 ft of others for longer than 10 minutes. [Information on Masks](#) and also [Full Details on Morris County Mask Mandate](#)
 - We require that guests wear a mask if around other renters, those not in their household, and WMC staff.
- **Follow instructions from posted signs** for your safety such as pool capacity, maintain social distance, sanitize equipment prior to and after using, report any symptoms or change in health to WMC staff and wash hands regularly.
- **Activities:** WMC has adapted some of its activities which may lead to longer wait times, unoffered services, or extra safety precautions. These will be continually updated to reflect guidelines from various health organizations. Check in when booking an activity to see if we have any special requirements at that time.

After Your Event

- **Keep us informed:** Report if you or anyone in your group tests positive for Covid-19 within 14 days of visiting WMC - also report if anyone became "active" or experienced symptoms while on site prior to your leaving so proper sanitation can be managed.