

# Erie Day School SUMMER CAMP

## Health and Safety Protocols

The following practices/protocols/principles will be enforced throughout the 2020 Summer Camp experience at Erie Day School:

### *Overall Community Mitigation*

1. Students are invited to attend Summer Camp if the child does NOT indicate the following symptoms prior to Camp: headache, low-grade fever of 100.4 degrees or higher, cough, upset stomach, diarrhea, conjunctivitis, fatigue, and loss of taste/smell. If a parent or sibling is sick at home with similar symptoms, the child cannot attend Camp. If anyone has been exposed to a potential COVID patient or has experienced exposure to a known COVID patient (meaning they have been notified that they were in contact with someone within 48 hours before they were positive for COVID, they need to stay home and self-isolate.
2. Students should enter the Summer Camp experience through the School Office. Parents and other visitors should not enter the School.
3. A temperature reading should occur upon entry and recorded/filed confidentially.
4. Students should exit Camp under supervision and should be led parent vehicles. Parents should not enter the School unless asked to do so.
5. Students should practice social distancing. Seating, walking, playing and working, students should maintain a 6' perimeter (or greater) while outdoors / indoors during the camp experience.
6. Objects should not be shared. Students should maintain their own personal space and equipment, tools, resources, playthings, etc.
7. Students should maintain the spacing perimeters well marked and guided. Any entry/exiting/hallway walking should occur with proper guidance from the Summer Camp faculty member.
8. Students should use the restroom one at a time.
9. Handwashing should occur for 20 seconds, minimum, with soap and water. Hand sanitizer should be utilized throughout the day.
10. Campers and faculty should wear cloth face coverings at all times for your child's safety and that of others.
11. Students should pack/bring their own nut-free lunch, if eating at school. Students will eat among the faculty present and should not share meals. Face coverings may be removed while eating.
12. Students should bring their own well-marked water bottles for water consumption and refrain from using the drinking fountain.
13. Community playground equipment should not be utilized unless authorized to use.
14. Campus quarantine should host students and staff in the nurse's office until safe departures have been arranged/processed.

15. Students exhibiting symptoms of COVID-19, per EDS Health Screening, should not be permitted to return to Summer Camp until fever or symptom-free for 72 hours. A doctor's note may be required.
16. If a camper or faculty/staff member has been notified that there has been direct exposure to a person diagnosed with COVID-19, the School must be notified immediately.

### *Overall Prevention*

17. Students or faculty members presenting symptoms of illness will be sent home from the office immediately (per CDC symptom guidelines). A waiting area is designated for ill children/adults in the nurse's office.
18. Campers at higher risk for severe illness should provide information to the school office. Action plans should be followed for students with asthma and allergies.
19. Any in-person camp should be hosted in the designated areas (i.e. dining room, performing arts center, science lab, gym or outdoors) intended / set up for social distancing with deep cleaning. These areas should also have well-marked reminders of hygiene posted.
20. Surfaces should be cleaned and disinfected regularly.
21. Student camps should not be hosted jointly. Separate spaces will be provided to each of the camps.
22. Campers should not pass in the halls from other camps, co-mingling.
23. Signs should be posted in highly visible locations to promote everyday protective measures such as social distancing, hand washing, and face covering.
24. Announcements should be read each day promoting hygiene.
25. Proper ventilation to the room should be provided. Air/vents/doors and windows should be open as possible to promote circulation of air.
26. Student schedules should be staggered for hallway transitions.
27. Visitors are not permitted in the school during the Summer Camps.
28. EDS should not implement organized teams until further notice.
29. Faculty / staff should be trained in the Summer Camp Guidelines.
30. EDS should host virtual camps for students as a primary means of education throughout the summer months. In-person camps should abide by the above guidelines.

### *References*

<https://www.education.pa.gov/Documents/K-12/Safe%20Schools/COVID/GuidanceDocuments/Pre-K%20to%2012%20Reopening%20Guidance.pdf>

<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/summer-camps.html>

<https://www.governor.pa.gov/newsroom/wolf-administration-releases-summer-camp-and-recreation-guidance/>

*Coordinated Leadership and Team Member Requirements Established*

<p><b>Pandemic Coordinator</b></p>	<p>Karen Tyler</p>	<p><b>Roles &amp; responsibilities:</b> The coordination of the team meetings; research and distribution of documentation to the team related to PDE, CDC, local/state/national recommendations; contributions to team planning efforts; and documentation/updates of protocols in the Summer Camp Health and Safety Guidelines, Student and Employee Handbooks and academic year plans are completed by the pandemic coordinator.</p>
<p><b>Pandemic Team Members</b></p>	<p>All Toddler – Grade 8 Educators</p>	<p><b>Roles &amp; responsibilities:</b> Team members participate in team meetings; review documentation provided by the coordinator related to PDE, CDC, local/state/national recommendations for health and safety; make suggestions to protocols for Summer Camps and academic year plans for health and safety.</p>
<p><b>Stakeholders</b></p>	<p>Parents, Board of Trustees (BOT), Faculty, Staff and Students</p>	<p><b>Involvement opportunities:</b>  A Parent Survey was published via School Speak, 5/22/20 to ascertain information/perspectives/recommendations from parents.   A Medical Advisory Group was formed and met June 18, 2020. Additional meetings TBA.   Campus Weekly Updates including Health &amp; Safety Improvements are published via School Speak each week, beginning 5/29/20.   An Annual Meeting between the BOT and all stakeholders is scheduled, 6/19/20 (Q &amp; A solicitation/follow through).   Ongoing communications with parents, students, BOT, staff, faculty and community can be accessed through email and/or phone calls.  <a href="mailto:ktyler@eriedayschool.com">ktyler@eriedayschool.com</a>  814.452.4273</p>

*Protecting Students and Staff at Higher Risk for Severe Illness Requirements Established*

<p><b>Faculty/Student Action Plans</b></p>	<p>Faculty and students that have pre-existing health conditions (i.e. asthma, suffer from seizure disorders, allergies, etc.) should have an action plan from a physician on file in the school office, classrooms of attendance and the nurse’s office. The action plans should be adhered to and any/all steps that require follow-through should be addressed.</p> <p>Additional considerations/supports needed for students with action plans or physical challenges (i.e. disabilities, temporary casts, etc.) should be determined to ensure safety for the students/faculty/staff.</p>
<p><b>Communication</b></p>	<p>Data collection should continue with local/state/national authorities to determine mitigation levels in Erie.</p>
<p><b>Attendance</b></p>	<p>Students, faculty and staff can maintain educational standards with blended learning opportunities (e.g. remote, face-to-face) when applicable.</p> <p>Students desiring remote learning due to concerns for health and safety/ and or extended illness may elect an online educational experience.</p>
<p><b>Travel</b></p>	<p>Families desiring the need for out-of-county non-essential travel are recommended to refrain from travel. If travel cannot be avoided, a Travel Disclosure needs to be submitted to the school office <b>(Appendix A)</b>.</p> <p>Students, parents, faculty, staff and BOT are reminded that equity and truancy risks are related to international students and English learners.</p>

*Students, Faculty, and Staff Monitoring Systems*

<p><b>Temperature Screenings</b></p>	<p>All students, faculty and staff are asked to take temperatures in the morning prior to school departure. <b>(See Appendix C for recommendations to parents.)</b></p>
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	<p>All students, faculty and staff should have temperature readings upon entry into the school. Record of temperatures should be kept in the School Office, confidentially.</p> <p>During the Summer Camp experience, students may enter through the School Office only. Faculty/staff should read and record temperatures from the School Office prior to entering Summer Camp.</p> <p>Temperatures should also be read and recorded at or around the lunch break, routinely during the Summer Camp for children staying the full day, and daily throughout the Academic Year.</p>
<b>Symptoms</b>	<p>All students, faculty and staff that demonstrate illness symptoms upon temperature screenings or otherwise should be formally screened. (See EDS Health Screening, Appendix B.)</p> <p>A quarantine area is designated in the nurse's office. A full disinfection of the nurse's and School Office should occur upon the exit of the faculty, staff, student or visitor.</p> <p>Faculty, staff, and students should stay home if exhibiting any symptoms.</p> <p>Individuals may return to school when fever-free for 72 hours (below 100.4 degrees). A doctor's note may be required.</p>
<b>Travel Disclosures</b>	<p>Faculty and staff traveling out of the county are asked to disclose information pertaining to destination dates and locations to be filed confidentially in the office. (See Travel Disclosure, Appendix A.)</p> <p>Parents traveling intermittently and extensively for work/leisure are asked to submit a Travel Disclosure in the School Office. Families traveling on vacation are mandated to submit a Travel Disclosure to</p>

	<p>be kept on file in the School Office indicating dates and locations of travel destinations.</p>
<p><b>Quarantine</b></p>	<p>Faculty, staff, students or visitors to Erie Day School exhibiting COVID-19 like symptoms should be quarantined to the nurse's office while on campus.</p> <p>If a faculty, staff, child or visitor has exhibited symptoms of COVID-19 upon entry as identified by faculty/staff at the entry point, the symptomatic individual should be directed to the School Office – by way of the exterior of the School. The EDS Health Screening should be read and answers should be interpreted by office staff. Anyone not meeting health standards should be quarantined and sent home.</p> <p>Individuals in quarantine should exit within 30 minutes from start.</p> <p>If an individual has been sent to the School Office during operational hours due to exhibited symptoms, the EDS Health Screening should be read and answers should be interpreted by office staff. Anyone not meeting health standards should be quarantined and sent home.</p> <p>Individuals in quarantine should exit within 30 minutes from start.</p> <p>A full disinfection of the nurse's and School Office should occur upon the exit of the faculty, staff, student or visitor.</p> <p>Individuals exhibiting symptoms and participating in the EDS Health Screening may be alerted to contact their PCP for further guidance regarding symptoms, faculty, staff and families that have been exposed.</p> <p>Any confirmed cases of COVID-19 resulting from a visit to the School Office should be communicated through a notification to</p>

	local health officials, faculty, staff and families that have been exposed.
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*Guidelines for Hygiene*

<b>Handwashing</b>	<p>Students will receive direct instruction in effective handwashing procedures.</p> <p>Faculty, staff and students should practice handwashing routinely.</p> <p>Before and after snack, lunch and recess handwashing should occur.</p> <p>Signs to remind students proper handwashing techniques and frequency will be posted.</p>
<b>Face Coverings</b>	<p>Students will receive direct instruction in face covering when/while sneezing and coughing.</p> <p>Faculty, staff and students should cover sneezes and coughs.</p> <p>Students (PK – Grade 8) should routinely wear face coverings upon entry, in the classroom, at departure, in hallways, common areas, at lockers, in the locker room, and when in a crowded area.</p> <p>Students should routinely change face coverings to maintain health. Daily changes are expected with regular washings.</p> <p>Visitors must wear face coverings while in the School.</p> <p>Face coverings are required among faculty, staff and students, PK – Grade 8, unless social distancing <i>can be maintained</i> (i.e. outdoors on the playground/exercising and while eating lunch).</p>
<b>Supplies</b>	<p>Adequate supplies should be on hand for faculty, staff and students for proper hygiene, including but not limited to</p>

	tissues, hand sanitizer, soap, paper towels, no-touch trash cans, and disinfectant.
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*Health and Safety Guideline Promotion and Practice*

<p><b>Notifications</b></p>	<p>The EDS Health Screening; guidelines for handwashing, social distancing, and face coverings will be posted on walls.</p> <p>The EDS Parent-Student Handbook and Faculty/Staff Handbook will communicate direct EDS Health and Safety Guidelines to be followed.</p> <p>The EDS website and parent-communication portal will share updated communications with parents, faculty, staff based on the EDS Health and Safety Guidelines and current recommendations.</p> <p>Updates to the approved EDS Health and Safety Guidelines will be published through the EDS website and parent-communication portal (per CDC and PDE recommendations).</p> <p>Daily announcements will occur including health and safety reminders during the school day.</p>
<p><b>Cleaning, Sanitizing, Disinfecting and Ventilating Procedures</b></p>	<p>Frequently touched surfaces should be cleaned and disinfected routinely throughout the school day (e.g. bathroom sinks, toilets, water bottle stations, hand rails, surfaces such as desks, chairs, tables).</p> <p>Ventilation systems should operate properly.</p> <p>Classroom windows should be opened as often and long as possible to increase circulation (unless air conditioning is more appropriate to conditions).</p> <p>Doors should remain open as often and long as possible to increase circulation.</p>



	<p>Drinking fountains should be inoperable but water bottle filling stations can be utilized.</p> <p>Student supplies, lockers, belongings should be individualized, without sharing.</p>
<b>Social Distancing</b>	<p>Schedules should be determined for students, T – Grade 8 in alignment with social distancing.</p> <p>Staggered schedules should accommodate smaller groups of students.</p> <p>Toddlers, PS, PK and K students should be in “family-style” classroom settings with an expectation of social distancing when appropriate.</p> <p>Small groups of students should migrate hallways with adherence to social distancing, in face coverings.</p> <p>Staff should be present in the hallways, classrooms, communal spaces, outdoors, etc. during transitions to monitor social distancing.</p> <p>Interactions between students should be restricted. When necessary, face coverings should be worn.</p> <p>Desks should be arranged for student seating distances at 6’ or better.</p> <p>Student gatherings should occur only with social distancing.</p>
<b>Snacks and Meals</b>	<p>Students should bring snacks from home to be eaten individually. Snacks may not be shared.</p> <p>Faculty in early childhood may elect to purchase, package or group and distribute individual snacks for students.</p> <p>Students are able to bring in labeled water bottles from home that may be filled during the school day from the water filling</p>

	<p>stations (that have been disinfected regularly).</p> <p>Students should bring lunch from home to be eaten individually. Lunches may not be shared.</p>
<b>Before or After-Camp Activities</b>	<p>Social distancing should be maintained in before or after school activities.</p> <p>Students should wear face coverings within the before or after school activity if social distancing is compromised.</p> <p>When playing outdoors, students should maintain social distancing and handwash before and after recess.</p>
<b>Organized Sports</b>	<p>Safe opportunities for exercise should occur with groups of students under 25.</p> <p>Social distancing at 6' or better should occur as possible.</p> <p>Face coverings should be mandated.</p> <p>Equipment should only be shared under direct supervision of faculty/staff.</p> <p>Students with a high risk should have communicated evidence and plans with faculty/staff.</p> <p>Students should practice hygiene guidelines with frequent handwashing, face coverings, and social distancing.</p>
<b>Training</b>	<p>All EDS faculty/staff should be involved in the development and sustainability of the EDS Health and Safety Guidelines.</p>

\*Please note that payment for the Summer Camp is non-refundable.

Updated 6.23.20

Erie Day School Board of Trustees approval 6.23.20

