



YMCA Camp Benson

Summer 2021 Policies & Procedures

OUR MISSION

To build stronger campers by creating opportunities in the outdoors for personal growth and character development.

OUR YMCA CORE VALUES

Caring, Honesty, Respect, Responsibility, Dedication and Inclusiveness are the six core values that serve as the foundation of everything we do here at YCB. These are the character values we strive to instill in our campers and staff through intentional programming and relationship building.



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FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

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A MESSAGE FROM OUR CAMP DIRECTOR

We know that the last year has been challenging, scary and difficult. Almost every aspect of our lives and our children's lives has been impacted by the coronavirus pandemic. It is our hope that Summer Camp, the highlight of so many children and staff's summer, is the first step towards a return to normalcy or at least the new normal.

Please know, the health and safety of our campers, their families and our staff is and always will be our top priority. Over the last year, our Summer Camp Team has been working tirelessly to update our Policies and Procedures and to make operational changes to ensure that we are able to provide the safest camp experience possible this summer. Guidance related to COVID-19 provided by the Centers for Disease Control (CDC), the American Camp Association and our local health department were used when developing this plan.

Below are just some of the safety measures that we will be implementing this summer in response to COVID-19.

1. Mandatory daily health screening and temperature checks of campers and parent during Check-In. If any individual in the vehicle has a temperature over 100.0 F, the campers will not be allowed into camp that day. Campers must be fever free for 24 hours before they are allowed to attend camp.
2. Drop-Off and Pick-Up will happen via curbside, meaning parents will remain in their vehicle during these times. Staff greeting vehicles will be wearing cloth masks.
3. Campers will be placed into small camper groups (AKA cohorts) that adhere to the State Health Department guidelines. We will strive to have campers remain with that same cohort of campers for the duration of the week.
4. Social distancing will be practiced between cohorts with a focus on preventing intermingling of cohorts. Social distancing will also be practiced within cohorts to the best of our abilities.
5. Hand washing stations will be set up all around camp and campers will wash hands with soap often throughout the day. Staff will also have hand sanitizer with them at all times.
6. Program staff will be dedicated to each cohort group and will not interact with other cohorts.
7. The use of shared equipment between campers and groups will be minimized as much as possible.
8. A thorough, regimented cleaning and sanitization plan has been developed for all equipment, buildings and communal spaces.



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FREQUENTLY ASKED QUESTIONS

1. What will group sizes be at camp?

Our camper groups will be 30 or less and campers will travel together to and from activities with the same group of campers the entire time they are at camp. Some activities will have a groups of 15 campers of the same age group.

2. What will happen if a camper presents flu-like symptoms?

The camper will go to the Sick Bay to be evaluated by our Camp Nurse. The Camp Nurse, wearing upgraded personal protective equipment will ask campers questions and take their temperature. If the camper has a temperature over 100.0 F or presents any of the symptoms listed as potentially having a flu-like illness, the camper's 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?

Staff will have a screening and temperature check upon arrival at camp each day. The same protocol for a camper with a temperature above 100.0 F or exhibiting COVID-19 symptoms will apply to staff.

4. How will campers practice social distancing in the water?

Research doesn't show any evidence of transference in the water. However, campers will wash their hands before going to the Wakarusa, sanitize their hands after changing their clothes and wash their lifejackets in a mild soap solution and hang dry after use.

5. Will the campers have fun at camp?

Camp is about experiencing safe, fun adventures while making friends in an amazing place! We are committed to keeping kids safe. This is and will always be our top priority. This summer we added things to make sure that campers and staff wash and sanitize their hands between each activity. We are committed to creating magical experiences that make great memories for the kids!

6. What can I do as a parent to prepare my child for camp this summer? We all want camp to be a positive experience. We want the kids to make friends, go on adventures, learn more about themselves, others and the natural world all while having a blast outdoors. Parents can help us by discussing: how to wear the 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. If after reading carefully over these policies and procedures you have more questions, please feel free to contact our Camp Director:

Gwyn "Mama G" Bemis | gwyn@ymcacampbenson.org | 815.244.8722



RESIDENT CAMP

Policies & Procedures



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CHECK-IN

Before Camp

- Campers should quarantine 7 days prior to arrival at Camp.
- It is preferred that all campers have a negative COVID-19 test 3 days prior to their arrival at camp.
- Parents will be told that their camper will be receiving a temperature check and lice check from trained staff. The Camp Nurse and Camp Director will be available throughout the entire check-in process. If campers are not feeling well or showing COVID-19 symptoms, they will be advised to stay home.
- All staff interacting with parents or families will wear a cloth mask.

Procedures:

- **Camp Leadership Members** (wearing masks and gloves): Greet and direct families. Parents are reminded to stay in their vehicle for the duration of check-in.
- **Camp Program Staff** (wearing masks and gloves): Holds master roster of campers directs families to designated parking spots.

Staff members will have the following tasks at each vehicle:

- a. Conduct Health Screen
 1. If the camper's temperature is over 100.0, staff calls over the Camp Nurse or Camp Director to recheck. If twice over 100.0 the Camp Director informs parents that their child cannot stay at camp. Luggage is NOT removed from the vehicle until a nurse gives a clearance.
 2. To return to camp, campers must have been fever-free for at least 24 hours without the aid of fever reducing medication.
- b. Lice Check
 1. Campers will step out of the car and be given a lice check from staff. If lice is suspected, the nurse will be called over to recheck. If confirmed, the nurse informs parents they cannot stay at camp until they have received lice treatment.
To return to camp, campers must be cleared of lice and rechecked by a nurse.
- c. If the campers' lice check is clear, staff will remove luggage and camper mail from car, tag with camper's name and cabin number, and take to luggage carts.
- d. If campers have medicine to turn in please radio for the Camp Nurse.

Medicine Check- In:

- a. The Camp Nurse or Check-In Staff will retrieve medication from parents, go over dosage and instructions, and all required forms.
 - b. Enough spaces will be between cars so the Camp Nurse and parents can have one on one conversations preferably through the passenger side window.
- If a parent needs to speak with the Director, the staff member checking in the camper will radio for the Director. The Camp Director will wear a mask when speaking with the parents.
 - Once the vehicle check-in has been completed campers will proceed to A-Field to stand with the rest of their Cabin.
 - Parents then drive out of the parking lot and have completed check-in.



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CHECK-OUT

- At Check-In, parents will receive information about how check out will work, including times and a reminder to bring **Photo ID**.
- Staff interacting with families closer than six feet will wear masks. Staff should strive to speak to parents through the passenger window.

Luggage:

- a. Campers will be fully packed with luggage in the A-Field immediately following breakfast.
- b. When called by parking lot team, the camper will grab their luggage and proceed to their car. A staff member will be available to assist with luggage if needed.

Meds

- a. The Camp Nurse will have organized any medications to be returned to campers by name and cabin number on Friday evening.
- b. When called, Nurse/Director will deliver medication to the vehicle.



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CABINS

Facility Changes

- a.** We added sanitation stations on the porches of the cabins. Campers will sanitize their hands before they touch the door knob entering the cabin.
- b.** We will lower the capacity of campers in the cabins to 50% capacity (approximately 5 campers).
- c.** Moved bunks to create separation of at least 4 feet between bunks and will alternate top and bottom bunks for sleeping.

Check-In

- a.** Only campers and staff will be allowed into assigned cabins. Parents, families, and other outside people will not be permitted into cabins to limit exposure and number of people on site.

Social Distancing Precautions/Procedures/Provisions:

- a.** Bunks are positioned to maximize the distance between each bunk.
- b.** Campers will be arranged so that the heads of campers on the top bunks will be over the feet of campers on the bottom of the next bunk. This allows for 6 feet of separation between campers when sleeping.
- c.** Each camper is the only camper allowed on their bed, and only campers staying in that cabin are allowed into that cabin.
- d.** Every camper will have a designated space under their bunk for their belongings.

Daily Cabin Procedures:

- a.** Campers will sanitize their hands before entering cabin.
- b.** Campers and Staff are expected to shower, change clothes daily.
- c.** Camper and staff temperatures will be checked at breakfast, lunch and dinner. Any temperature over 100.0 will be reported to the nurse immediately and camper removed from cabin. Any temperatures near but not over 100.0 will continue to be monitored closely.

Cleaning/Sanitizing:

- a.** Daily Cabin Clean Up with campers will now include wiping down door knobs, railings, faucet handles, and other shared items with sanitizing wipes
- b.** Cabins and restrooms will be sanitized by staff multiple times a day.

Facility and Equipment Daily/Weekly Sanitation Procedures:

- a.** Cabins and restrooms will be deep cleaned and sanitized weekly, paying specific attention to bathrooms and headboards in each bunk by Staff on Saturdays.
- b.** Mattresses will be sprayed and wiped down after each session.
- c.** Every Cabin and Bathhouse will be sanitized with an electrostatic sprayer daily.



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MEALS

Dining Procedures

- a. All food will be individually packaged.
- b. Campers will eat all meals outside in designated spaces around camp or on their cabin porches.
- c. Before and after eating, all campers must wash their hands for at least 20 seconds.
- d. Tables and benches will be sanitized before and after meals.



ACTIVITY AREAS

Policies & Procedures



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ARCHERY

Upon Arrival to Activity:

- a. Program Staff will sanitize all bows and arrows.
- b. Campers will all sanitize or wash their hands before entering the range.

Social Distancing Precautions/Procedures/Provisions During the Activity:

- a. Limit one group of 10-15 at the range at a time.
- b. Campers are to be spread equally on benches sitting on seating marks.
- c. Campers are instructed to only pick up their arrows on the range.
 - Each camper will have 3 or 4 color coded arrows that are assigned to them for the duration of the activity.
- d. If a Program Staff has to violate social distancing to provide instruction they must wear a mask or face shield.

Cleaning/Sanitizing at the Conclusion of the Activity:

- a. Following activity, Program Staff will wipe down all of the bows, arrows and hip quivers.
- b. Arm guards are placed in soiled bucket at the conclusion of the activity period. These are to be washed using soap and water at the end of the day.

Facility Sanitation Procedures:

- a. Benches are sanitized before the first group of the day, at lunch and after the last group leaves.
- b. Door handles to be sanitized daily.



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ARTS & CRAFTS

Practices

1. Before Arts & Crafts
 - a. Campers use mounted hand sanitizer and/or hand washing station outside of Unit.
 - b. Campers sit at their designated cohort picnic tables. No more than 5 campers per table.
2. Campers are not allowed to grab supplies and equipment freely.
 - a. More like classroom where raise hand and ask for what they need from bin- to minimize number of things campers touch and potentially contaminate.
3. Every time a camper is finished using a tool or art supply - staff must sanitize it before storing it properly.

Arts & Crafts Activities

- a. Organize activities AHEAD OF TIME to be SINGLE CAMPER craft ready and prepped EX: Gallon zip lock bag per camper with all materials in it for the given activity
- b. Every time a camper is finished using a tool or art supply - staff must sanitize it before storing it properly.

End of each Activity Period

- a. Wiped down with wipes or sanitized and wiped down.
 1. Benches
 2. Table Tops
 3. Tools/equipment used that period

End of each DAY/Week

- a. Wipe down with wipes or sanitizer and wipe down.
 1. Benches
 2. Tools/equipment
 3. Table tops



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CAMPFIRE

- Campfire will be hosted at the Amphitheater. Cabin Groups will be assigned to a certain section of the Amphitheater and must remain in that section for the duration of their stay.

Practices

- a. Seating area have clear indications of where cabins will sit.
- b. Cabin Groups will be separated by at least 6 feet.
- c. Counselors and directors will direct campers to spot to avoid clusters or lines.

Counselor Practices

Songs and skits that require campers and/or staff touching/moving close to one another will not be permitted.

Social Distancing Precautions/Procedures/Provisions During the Activity:

- a. Cohorts must stay together and must not intermix with other cohorts.
- b. Cohorts will maintain social distance of at least six feet from other cohorts.



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Kayaking and Tubing

Upon Arrival to Activity:

- a. Campers and staff must wash hands with soap and water or sanitize hands upon arrival.
- b. Campers participating in the activity will grab a sanitized PFD.

Cleaning/Sanitizing at the Conclusion of the Activity:

- a. Staff will spray lifejackets with a sanitizing solution and hang out to dry after the activity has ended under the supervision of a staff member.
- b. Paddles, sides of kayaks and seats must be sanitized at the end of the rotation.
- c. Everyone must wash hands and sanitize at earliest moment upon leaving the waterfront.

ROPES

- NO Low Ropes activities - too close to others in order to facilitate successful team activities.

Zip Line

- a. 1 group of 10-15 MAX at one time
- b. 4 Staff to run activity - Staff wear cloth masks or face shield when social distancing is not possible.
- c. Sanitizer spray at harness area and by belay bench.
- d. Staff must sanitize hands after helping each camper - at bottom, top and harness area of Zip Line.
- e. Campers should sit six feet apart while waiting to Zip.

Giant Swing

- a. 1 group of 10 MAX at one time.
- b. 2 Staff to run activity - Staff wear cloth mask or face shield entire time
- c. Campers sanitize hands before they attach to Giant Swing
- d. Sanitizer spray with supplies nearby.
- e. Staff must sanitize hands after helping each camper.
- f. Campers not wanting to do giant swing can play non-contact game in the program area or sit 6 ft. apart on benches or table.

Rockwall and Other Elements

- a. 1 group of 15 MAX climbing on EACH wall at a time
- b. Staff wear masks while interacting closely with camper.
- c. Sanitizer spray at harness area.
- d. Staff must sanitize hands after helping each camper
- e. Campers sanitize hands before each climb.



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At the End of each Activity Rotation

- a. All carabiners and ATCs should be sprayed with sanitizer.
- b. All harnesses should be sprayed with sanitizer and hung out to dry.
- c. Helmets should be sanitized.
- d. Webbing should be sprayed with sanitizer.
- e. Ladders should be sprayed with sanitizer.

At the End of the Day

- a. Used rope should be sprayed using sanitizer and hung out to dry.
- b. All seating areas should be sanitized.



SPORTS

General Safety Precautions:

- a. Everyone washes hands before activity.
- b. Everyone sanitizes hands at activity area
- c. No more than one cohort at an activity. If multiple activities in an area, groups must remain at least 6 ft apart (e.g., different sides of field)
- d. 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.
- e. All equipment handled by campers or staff (balls, racquets, etc.) will be sprayed and wiped down after each activity.
- f. Commonly touched surfaces (gaga pit ledges, gate latches or handles, etc.) will be sanitized daily.
- g. Use sanitizer between games (hydration break + clean hands, at least every ten minutes)
- h. Everyone sanitizes hands as they leave.

Basketball

- a. When possible, limit games to low or no contact (e.g., HORSE, Knock Out, etc.) or drills (e.g., dribbling, passing, etc.).
- b. Team Games can be played within the same cohort (e.g., 5-on-5), but not against other cohorts or mixing with other campers.
- c. When lining up or waiting to play, give space and avoid contact.
- d. Take frequent breaks to hydrate and re-clean hands because of shared equipment.
- e. Sanitize basketballs after each session.

Volleyball

- a. When playing games, avoid body contact whenever possible. Limit team size to prevent contact.
- b. Team Games can be played within the same cohort (e.g., 5-on-5), but not against other cohorts or mixing with other campers.
- c. Encourage activities with more distance like passing drills.
- d. When lining up or waiting to play, give space and avoid contact
- e. Take frequent breaks to hydrate and re-clean hands because of shared equipment.
- f. Spray and wipe down volleyballs after each session.

Gaga Ball

- a. No more than one cohort in the gaga ball pit, including staff.
- b. Limit body contact inside the pit
- c. 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.
- d. Take frequent breaks to hydrate and re-clean hands because of shared equipment.
- e. Sanitize gaga balls after each session.



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LOST & FOUND POLICY

In response to the COVID-19 pandemic, YMCA Camp Benson 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. Sleeping Bags, Blankets, Pillows
3. Prescription glasses, durable medical equipment, prescription medication
4. Shoes (not water shoes or sandals)
5. Backpacks

Camp will keep to these items for no longer than two weeks from the end of the session. After this time, 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: socks and underwear, all toiletries and toiletry bags, all swim gear including swim suits and goggles, hats, t-shirts, pants, shorts, pajamas washcloths and towels, water shoes including sandals, water bottles, sunglasses, flashlights and headlamps, toys, cameras, arts and crafts projects including tie dye.

Daily cabin cleanup help campers 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 or favorite stuffed animals can be easily lost or damaged. Electronics, including phones, are not permitted at camp. Phones may not be used at camp and will be confiscated and returned to families at the end of the session. Camp is not responsible for any lost, damaged, or stolen items—including confiscated phones.

After the camp session ends, if one of the listed items is missing, please contact a director to arrange a safe pickup:

Gwyn "Mama G" Bemis | Camp Director | gwyn@ymcacampbenson.org

Madison "Pawz" Vandersee | Assistant Camp Director | madison@ymcacampbenson.org