

# Round Rock Parks and Recreation Department

## Summer Day Camp Operation Plan

### Phase 2 – May 22, 2020

*With guidance from the Opening Up America Again, Open Texas Plan and CDC the following guidelines and protocol are put in place to allow for modified operations.*

#### Hours of Operation Monday – Friday, 7am – 6pm

Team Members	<ul style="list-style-type: none"> <li>• Team Members are to stay home if they feel sick or show signs of COVID-19 infection. Recommendations of 48 hours symptom free without the aids of medication are advised before resuming employment.</li> <li>• Team Members and Instructors will be screened daily before entry is allowed into the camp facility. They will be screened to same criteria of the camper prescreening.</li> <li>• Team Members are to wash their hands with soap and water regularly</li> <li>• Team Members are to maintain a 6 ft. distance from patrons and co-workers</li> <li>• PPE, including face covering and gloves will be provided</li> </ul>
Drop Off Procedures	<ul style="list-style-type: none"> <li>• <b>Check In/Out Station:</b> To help reduce the number of contacts inside our camp locations. The Check In/Out station will be located outside the camp facility. One of the camp supervisor's will be present to help preform the check in process and the camper prescreening.</li> <li>• <b>Camper Prescreening:</b> For health and safety of our participants and employees, our current operations are requiring us to screen all individuals before allowing entry into the camp, which will include taking a temperature of each person upon arrival each day and denying entry to any person that meets the following criteria:             <ul style="list-style-type: none"> <li>○ A temperature of 100.4 degrees Fahrenheit or above</li> <li>○ Signs or symptoms of a respiratory infection such as cough, sore throat, shortness of breath and a low grade fever</li> <li>○ In the previous 14 days has had contact with someone with a confirmed diagnosis of COVID-19; is under investigation for COVID-19 or is ill with a respiratory illness</li> <li>○ In the previous 14 days has travelled internationally to countries with widespread, sustained, community transmission</li> </ul> </li> <li>• The CDC guidance requires us to look for flushed cheeks, fatigue, extreme fussiness, coughing, or fever when a child arrives to the center. If you child has any of these please keep your child home for the day.</li> <li>• <b>Hygiene Station:</b> We will have a table outside with hand sanitizer, and we will be guiding you camper in hand sanitation before they enter the camp location.</li> <li>• <b>Campers Entering the Location:</b> The CDC guidance requires parents and team members to remain six feet apart even at drop off and pickup times. Please give your camper all their camp materials at the drop off point and a team member will escort them into the camp facility. Parents/Guardians will not be able to go beyond the check in point.</li> <li>• <b>Parent Masks:</b> if you have an mask, please wear it as you come to the camp</li> </ul>

	<p>for drop off and pickup.</p> <ul style="list-style-type: none"> <li>• <b>Designated Parent:</b> the CDC is recommending families to designate one parent to do both drop off and pick up to reduce the number of contact points. If this is feasible for your family, then we would appreciate your assistance with this.</li> </ul>
Pick Up Procedures	<ul style="list-style-type: none"> <li>• Please call us directly to let us know that you are 10 minutes away from the camp.</li> <li>• We will start getting your camper ready for pickup. We will wash hands and gather together all your camper's personal belongings. Our goal is to reduce contact points by avoiding situations where campers go back in and out of the building for missing backpacks, especially since other families are present for pickup and drop off.</li> <li>• Once you arrive, we will escort your child to the sign out station. If there are other parents, please remain six feet apart as you are waiting.</li> <li>• Limited in person conversations, will take place at the sign out station. If you would like to meet or discuss anything big or small, please call the camp or email us and we would be happy to arrange a time to meet with you.</li> </ul>
Social Distancing Strategies	<ul style="list-style-type: none"> <li>• Campers will be group into small groups of no more than 10 campers. Each camper will remain with the same group every day. Counselors will also stay with the same group everyday and will not switch from group to group, when feasible.</li> <li>• During the camp day, activities will be held in the individual groups and we will limit group-to-group interaction, when feasible.</li> </ul>
Hydration	<ul style="list-style-type: none"> <li>• We know that staying hydrated is important during the summer months, so we ask that you send a water bottle with your camper daily.</li> <li>• Hydration stations will be available at each camp facility for campers who need to refill their water bottles.</li> <li>• Hydration stations will be operated by a camp team member who will be wearing gloves.</li> <li>• Hydration stations will be sanitized frequently.</li> </ul>
Food Safety	<ul style="list-style-type: none"> <li>• All snacks that will be provided to campers will be individually prepacked items.</li> <li>• Lunches must be provided by the parent/guardian.</li> <li>• Campers will not allowed to share food or other items.</li> <li>• Hand washing will be required before and after snack/lunch breaks.</li> <li>• Individual group table locations will be set up for the campers to eat lunch at.</li> </ul>
Activities	<ul style="list-style-type: none"> <li>• Activities will be conducted outdoors as much as possible, with respect to environmental considerations</li> <li>• Campers will be guided in practicing proper hand hygiene. <ul style="list-style-type: none"> <li>○ Campers will be instructed to wash hands with soap and water for 20 seconds before and after activities, or</li> <li>○ Provide alcohol-based hand sanitizer containing at least 60% alcohol before and after activities.</li> </ul> </li> <li>• All shared items and equipment (e.g., tennis rackets, balls, art supplies) will be cleaned and disinfected between use, when individual supplies are not available.</li> </ul>

Field Trips	<ul style="list-style-type: none"> <li>• Field trips will still take place when possible. We will coordinate with the various locations on any modifications or safety protocols that are in place and communicate that to all registered participants. <ul style="list-style-type: none"> <li>○ If a field location is not able to accommodate our camp, the field trip will be replaced with alternate activities</li> </ul> </li> <li>• Seats will be assigned to campers, so they occupy the same space each time.</li> <li>• The vehicles will be cleaned and disinfected between each use.</li> <li>• Empty rows of seating will be placed between each group on the bus to keep different groups separated, if possible.</li> <li>• An empty space will be placed between campers on the bus, when feasible.</li> </ul>
PPE, Cleaning Supplies & equipment	<ul style="list-style-type: none"> <li>• Team Members <b>MUST</b> use <b>E23 Neutral Disinfectant</b> or any other approved cleaning products to clean and sanitize commonly used surfaces</li> <li>• Team Members will be given face coverings and gloves.</li> </ul>
Cleaning Expectations	<ul style="list-style-type: none"> <li>• Team Members are to clean and sanitize commonly touched surfaces every hour</li> <li>• Commonly touched surfaces include but are not limited to, doorknobs, handrails, pens, sinks, paper towel dispensers, soap dispensers, toilet paper dispensers, water fountains and counters.</li> <li>• Team members will also be assigned tasks to clean and sanitize floors, windows, bathroom stalls, toilets, sinks, doors, doorknobs, walls, and take out trash.</li> </ul>
<p style="text-align: center;"><b><i>As the summer progresses, should modifications change, we will update our operation plan and guidelines.</i></b></p>	