

Happy Hollow Day Camp COVID-19 Mitigation & Operations Plan

At Happy Hollow Day Camp, we take standards for hygiene and cleanliness very seriously and are taking additional steps to protect our campers, families and employees. Our health and safety measures are designed to address the camp environment and program and include everything from handwashing hygiene and cleaning product specifications to the cleaning of program equipment, watercraft and the tools of our trade.

The purpose of this plan is to develop and implement a strategy to operate Happy Hollow Day Camp programs while preventing the spread and outbreak of COVID-19. We are closely monitoring government policy changes and are following the strict Mandatory and Recommended Best Practice Guidance of the [American Camp Association \(ACA\) Operations Field Guide](#), Centers for Disease Control (CDC) [Youth and Summer Camp](#) and [Pool Guidelines](#), and mandates the State of Ohio “Responsible ReStart Ohio Guidelines” as well as from federal, state and local governments and health departments. All of our resources are listed at the end of this document. We will continue to make changes, as necessary or appropriate, to our protocols and procedures to ensure our due diligence in making Happy Hollow Day Camp a viable and safe option for our campers and staff this season.

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DISCLAIMER

Although protocols have been implemented, the activities at Happy Hollow Day Camp (HHDC) include a variety of traditional sports, games, activities, and events that may prove to be impossible to consistently implement any social distancing of 6 feet or less that may be recommended by local, State and Federal health guidelines. Camp is a place where campers, counselors, and staff are often in contact and near each other every day. HHDC will be taking more health precautions this summer. Precautions during camp include encouraging and enforcing more handwashing, more use of hand sanitizers, more wiping down of doorknobs and high use areas with antibacterial wipes, etc. HHDC plans to be in constant communication with state and local health departments. We plan to send campers and staff home that have a high temperature or have symptoms related to COVID-19. Even taking these and other extra precautions, campers may still be exposed to an illness, including COVID-19.

The activities and risks of HHDC are an integral part of the camp experience. If eliminated, campers would be deprived of the opportunity for the growth and development which Happy Hollow and its campers and families expect.

Ultimately, it is up to each individual family to decide as to whether a week at HHDC is a viable option for their camper. Friendly House and Happy Hollow have made numerous changes to mitigate the risk to our staff and to your camper and families. This document serves as a brief summary/overview of the policies, procedures, and protocols that have been developed by Friendly House and HHDC to help mitigate communicable disease and COVID-19.

The information presented is not intended to be an exhaustive list of the precautions that are implemented internally with regard to medical care, equipment, sanitation, PPE, testing, etc. These COVID-19 protocols have been created by Friendly House and HHDC staff in accordance with the American Camping Association, local and State Health Department recommendations, and the CDC. Friendly House has decided that when the State Of Ohio COVID-19 health orders are rescinded, Friendly House will continue our mitigation plans through the end of summer, if not longer.

Note: Updates to this plan are made routinely. The date of updates are listed at the bottom of each page. Update notes are listed at the back of the document. Please contact our main office with any questions or concerns that you may have.

SUMMER CAMP CONSIDERATIONS

- **Capacity Modification:**
To allow for a reduction of individuals onsite, as well as maximizing the opportunity for continued daily disinfection and cleaning, each session will allow a maximum of 70 total campers. This is a decrease from the standard 130 per week.
- **Facility Upgrades:**
Beginning in 2020, we have made facility improvements including, but not limited to: outdoor hand washing stations, hand sanitizers at activity areas, closure of high contact

surface program areas, reduction in cabin/group size, and the construction of a large covered outdoor pavilion, and more.

- **Camp Start Date:**

In order to ensure that we have adequate time to fully train our staff, isolate onsite prior to campers arriving, and make the modifications necessary to operate camp safely this season, counselor training will begin on June 7 and run to June 11. The camp season will still be our regular nine weeks with the first week beginning on June 14. You can find an updated schedule of sessions on our website.

- **Major Program Changes:**

- Only campers from Richland County may attend HHDC this summer.
- Cabin group ratios will be limited to 1 staff member for each 12 campers.
- Cabin groups will remain together each day and have little interaction with other groups.
- Cabin groups will rotate between activity areas.
- NEW - As part of the camp fee, both lunch and a snack will be provided by Friendly House.
- You can find an updated schedule of sessions on our website.
- Public health conditions may change over the summer in a way that requires camp sessions to be cancelled. We will monitor reports about infection rates so that camp is conducted only if data about community infections is reassuring.

FREQUENTLY ASKED QUESTIONS

- **Will my child have to wear a mask?**

The COVID-19 vaccine is now available to those above the age of 12. Friendly House recommends that all that are eligible get the vaccine. Those that are vaccinated do not need to wear a mask. Friendly House will no longer enforce the wearing of masks in the community center or any properties. We recommend that those that are not vaccinated wear a face mask except for when eating, swimming or during play outside or in the gym. All visitors to Friendly House or other properties (HHDC) who are not vaccinated are requested to wear a mask. Friendly House will no longer provide masks to the children in our care. As a parent, if you would like your child to continue to wear a mask, they may. Parents must provide a mask and reinforce your wishes with your child. If your camper wants to wear a mask, they may. Masks will be recommended when indoors, in a close quarters situation, where 6 feet distance is not able to be maintained between cabin groups, and when traveling between activities when contact with others is possible. Campers should always have a mask with them at all times.

- **What if my child is ill?**

Do not send your child if they are ill. At drop off parents will be asked Health Screening Questions and the child's temperature will be taken. If your child has a temp over 100 degrees they may not attend camp that day and may not return to camp until they are fever free for 24 hours, without the use of fever-reducing medication. For example: if

your child is sent home on Tuesday, they may return on Thursday, if fever conditions are met.

- **What is the refund policy if my child is ill?**

All refunds are at the discretion of the Friendly House Director.

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

The camper will go to the Office to visit the camp secretary. Staff, wearing gloves and a mask will ask campers questions and take their temperature. If the camper has a temperature over 100.3 or presents any of the symptoms listed as potentially having a flu-like illness or COVID-19 symptoms, the emergency contact will be contacted immediately, and the child will need to be picked up as soon as possible.

- **What will happen if there is a confirmed COVID-19 case while my child is attending camp?**

Friendly House is required to immediately notify ODJFS in writing if an employee or child test positive for COVID-19. If anyone shows any symptoms of illness that person will be isolated and be required to be picked up immediately by a parent or guardian. The area that the ill person used will be shut down and sanitized before reopening.

- **Will camp close if there is a COVID-19 case identified?**

Friendly House and Happy Hollow Day Camp will follow the directives from the Ohio Department of Health and Richland Health. As a parent, it is your responsibility to have back-up child care.

- **What symptoms will disqualify my child from attending camp?**

Cough, shortness of breath or difficulty breathing, fever 100 degrees or higher, chills, muscle pain, sore throat, loss of taste or smell. Not all symptoms are required to be disqualified.

- **How will staff be screened to make sure that they are symptom-free?**

Staff are asked to self-quarantine for 10 days prior to the start of counselor training. Staff will have a screening and temperature check upon arrival to staff training (7 days prior to the start of camp). Staff will have daily temperature checks throughout the season.

- **Will camp staff take the COVID-19 vaccine? Will I know if my child's counselor has taken the vaccine?**

This is a difficult question to answer. As of May 10, 2021, all Ohio residents over the age of 12 are eligible for the COVID-19 vaccine. Friendly House has taken the stance that we recommend that anyone that is eligible for the vaccination should be vaccinated against COVID-19. We have discussed this with our staff but will not make vaccinations a requirement of employment. Also, due to HIPPA guidelines, we are unable to report who has and has not been vaccinated. It should also be noted that as of this publication

there is not a viable vaccination for those under the age of 12. When a vaccination for those under the age of 12 is available, Friendly House will recommend but also not require campers to be vaccinated. You must make the best decision for you and your family regarding vaccinations.

- **How many campers are you able to accommodate this year and what will group sizes be?**

Camp will accommodate 70 campers per week. Our cabin groups will be 14 or less (12 campers and 2 counselors), and campers will travel together to and from activities with the same cabin group the entire day. Some activities will have a few more groups of 12 campers, but the groups will not mix. If someone were to have symptoms, we would be able to trace every staff person and camper and alert their families. Some cabins may house additional staff but there will be no more than 15 occupants per group.

- **How are restrooms set up to keep my camper safe?**

Since 2020, Friendly House and HHDC have been working to make improvements to our restroom facilities. The facilities will be sanitized between cabin groups each day. Toilets and sinks are partitioned to help avoid close contact. Campers and staff are to avoid sharing and keeping personal items in the restrooms. No camper will be denied bathroom access if it is not their 'time'.

- **What type of sanitizer do you use to keep my children safe?**

We follow CDC guidelines and recommendations on products for sanitizing surfaces. Sanitization supplies are stored in all activity areas. Sanitizer bucket in the activity storage area and should include a bucket, disposable gloves, bottle of sanitizer solution and hand sanitizer. Supplies should be kept full and ready at all times and should be filled weekly at a minimum.

- **Will there be lifeguards at the pool and pond?**

Yes, there will be dedicated lifeguards at all water activities. The lifeguards are stationed to provide life saving efforts when needed. Lifeguards are not stationed to monitor COVID-19 guidelines. This duty will be the responsibility of counseling staff.

- **How will campers practice social distancing in the water?**

Research thus far does not show any evidence of transference in the water. However, campers will wash their hands before going to the pond or pool, sanitize their hands after changing their clothes and wash their life jacket in a disinfecting solution and hang dry after use. While in the water, campers will remain socially distanced as much as possible and will only interact with their own cabin group. Campers coming from the pond activities will rinse off and use a sanitizer solution.

- **Will 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 as our first priority. This summer we added things to make sure that campers and staff wash and sanitize their hands between each activity. As much as we are able, we will create cabin groups so your child is able to meet new friends. We are committed to creating magical experiences that make great memories for the kids!

- **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 their world while having a blast outside! How you can help is by discussing: how to wear a mask correctly, good hygiene like proper hand washing, what 6 feet of separation is (avoid hitting, tackling or hanging on others) and discouraging your camper from touching their own face. We are promoting healthy habits and we appreciate your help. Discuss that camp will be different this year, and that is okay. We recommend that you limit travel and contact with others in the 2 weeks prior to your campers start date. Please, do not send a sick child to camp.

- **Will Happy Hollow be open all summer long?**

We will follow the guidelines of the Ohio Department of Health and our local Richland Health Department. If mandated or due to the decision of the Friendly House Board of Managers and/or the Director of Friendly House, we may close at any time to ensure the health and safety of our staff and campers. As a parent it is your responsibility to have a back up plan for child care.

- **Does the parent or guardian have to be working for my child to attend HHDC?**

No. Enrollment is on a first come first serve basis each week. Once we are full, your child will be placed on a wait list. The only way to guarantee your child's space at camp is to prepay for the weeks you would like your child to attend.

- **Will my child be able to wash hands while at camp?**

Yes, there are restrooms at camp and we have purchased additional mobile hand washing stations that will be placed at camp. Campers are asked to wash hands upon arrival for the day, after breaks, and upon returning from activities, after toileting, after handling animals, before eating, when visibly soiled and before being picked up.

- **Is my camper able to bring their own lunch?**

Yes they may; however, Friendly House will be providing a nutritious meal including milk as well as an afternoon snack for each camper. If you choose to pack a lunch it must be packed in disposable containers - no reusable lunch boxes.

- **Is my camper able to leave any personal items at camp like towels and swimsuits during the week?**

ALL personal items must be taken home every day.

If after reading carefully over these policies and procedures you have additional questions, please feel free to contact our office at 419-522-0521 or email:

Happy Hollow Camp Director: Veronica William Payne EMAIL ADDRESS NEEDED

Assistant Director, Friendly House: Greg Mead gmead@friendlyhouseonline.com

Executive Director, Friendly House: Terry Conard

SCREENING PROCEDURES

- Screening Employees and Volunteers:
 - Every morning each employee must pass a temperature screen, and then answer the following questions. Answers will be logged and kept on file:
 - “Since your last day of work, have you had any of the following:”
 - A new fever (100.3 or higher, or a sense of having a fever)?
 - A new cough that you cannot attribute to another health condition?
 - New shortness of breath that you cannot attribute to another health condition?
 - A new sore throat that you cannot attribute to another health condition?
 - New muscle aches that you cannot attribute to another health condition, or that may have been caused by a specific activity (such as physical exercise)?
 - Nausea, vomiting, or diarrhea?
 - Congestion or a runny nose?
 - Have you lost your sense of smell and/or taste?
 - If an employee answers yes to any of the screening questions, the screener will immediately activate the emergency protocol for COVID-19 by following these steps:
 - Remove the employee from the work area and isolate the employee from others.
 - Implement the use of masks and gloves by the employee and co-workers until a status can be determined with a medical test.
 - Have the employee examined and tested by a medical professional.
 - If an employee tests positive:
 - Quarantine the employee at their home.
 - Assure adequate medical care and treatment for the employee.
 - Coordinate with local officials to conduct “contact tracing”, as necessary and recommended, especially among other employees.
 - Have other employees who have been in close contact with the positive employee tested, as necessary and recommended.

- As deemed necessary by medical and public health professionals, quarantine those employees who have been in close contact with the employee who tests positive.
- Staff/Volunteer Modifications:
 - In order to reduce any chance of communicable disease at camp this season, restrictions on staff are to be implemented, including but not limited to:
 - Elimination of Out of State Staff/Volunteers.
 - Elimination of International Staff/Volunteers.
 - Daily screening for staff/volunteers.
 - Enhanced communicable disease and sanitation training.
 - As deemed necessary by medical and public health professionals, quarantine those employees who have been in close contact with any employee who tests positive.
- Screening Campers:

Prior to the arrival/check-in of a scheduled camping session, all participants and families will be required to complete and sign the “Assumption of Risk and Waiver of Liability Relating to Coronavirus/COVID-19”. Campers will not be checked in without this paperwork complete. This will contain some important explanations of inherent risks related to COVID-19 and will also include the following affirmation from each participant.

I affirm that, within the last 14 days, I have not:

1. Had a new fever of 100.3 or higher, or a sense of having a fever.
2. Developed a new cough, congestion or runny nose that cannot be attributed to another health condition.
3. Developed shortness of breath that cannot be attributed to another health condition.
4. Developed a new sore throat that cannot be attributed to another health condition.
5. Experienced muscle aches that cannot be attributed to another health condition, or that may not have been caused by a specific activity such as physical exercise.
6. Developed nausea, vomiting, or diarrhea.
7. Experienced the loss of smell and/or taste.
8. Traveled within an area identified as a COVID-19 “hot-spot.”
9. Been in contact with an individual who has been ill with respiratory complaints or fever, or who I know has tested positive for COVID-19.
10. Been diagnosed with COVID-19.

- **Arrival/Check-In:**
 - Signage will be displayed as you enter, asking that if you have any COVID symptoms, please do not leave your vehicle.
 - We will have a one-way flow of traffic and there will be signs posted.
 - Outside check-in and screening will occur at each vehicle prior to getting out.
 - Once each participant has completed the intake questionnaire, each participant's temperature will be taken with a touchless infrared thermometer.
 - If the temperature is 100.3, or higher, we will not allow them to remain at camp. Refunds are at the discretion of the Executive Director.
 - If a camper comes to camp with ANY sort of illness, COVID-19 related or not, they will not be permitted to remain at camp.
 - Parents will only be allowed to exit their vehicle at drop off/pick up to release/fasten the buckles on a young child's safety seat and to escort the camper through our modified check-in procedure. We are adopting a "one parent/one camper" rule during check-in. Parent's must remain with the vehicle.
 - Each camper is recommended to bring 2 clean masks each day. Masks should be marked with the name of the wearer.
 - Staff are required to sanitize hands often.

- **Check-Out:**
 - If picking up a camper early, all children in the family must be picked up at the same time to mitigate exposure.
 - Families picking up their camper will wait in their vehicle.
 - Each camper will have a final temperature check before departing.

- **Screening while at Camp:**
 - At least, twice daily temperature check of campers and staff and symptom questionnaires. This will occur at check in and after lunch. This information will be recorded by cabin counselors.
 - Daily review of symptom questionnaires and temperature logs by senior camp staff.

WHAT IF SOMEONE EXPERIENCES COVID-19 SYMPTOMS DURING CAMP?

Even with all precautions being followed at all times, there is a chance of a staff member or campers becoming symptomatic. This section covers care and management for campers or staff with symptoms suspicious for Covid-19.

1. Consult with federal and health agencies to determine availability and justification for evacuation of the individual in question.
2. Person will immediately be physically distanced from others and required to wear a mask for the remainder of camp, and continue this until evacuated from camp.
3. One staff member liaison will be identified to interface with this person to provide care.
4. Follow Richland Public Health (RPH) medical protocols and provide appropriate medical treatment.

5. Begin monitoring temperature and vital signs. Document and track. Provide updates to the Camp Director and as necessary the parent or guardian.
6. Keep hydrated.
7. Quarantine in an isolation room/area. If a staff member, isolate in a 'quarantine area'
8. Testing is mandated at the earliest opportunity. While the test is being processed, self quarantine should take place away from all other campers and staff.
9. Have the employee examined and tested by a medical professional, if necessary.
10. After evaluation and care, notify appropriate agencies, all staff at camp, and parents of campers of results. Maintain HIPAA protection and confidentiality by using generic terms to describe a "camper", or "participant", who has a confirmed (negative or positive) test.
11. Determine if the camper will be evacuated.

Health management for campers in a cabin/group of individual with suspected Covid-19:

1. Physically distance campers and staff with the person who displayed positive symptoms and place the person in a separate isolation room/area/cabin.
2. Require face coverings for those exposed to this person.
3. Camp Director will communicate with medical care providers to prepare for protected transport of the individual with suspected Covid-19 by the parent or guardian.
4. Families of other campers in the cabin will be notified in accordance with public health guidelines, campers are showing symptoms, and parents will be asked to pick up.
5. If ANY illness is present, a camper may not return to camp for the remainder of the session. Refunds are at the discretion of the Executive Director.
6. As we all know, any time we are in the public domain, it is impossible to avoid potential exposure to a host of infectious germs, viruses and diseases. Potential exposure does not necessarily mean someone is infectious to others unless the proximity and duration guidelines from the CDC are met or exceeded. Camp Director will refer to those current standards and provide all campers and staff current guidance on how to best use appropriate precautions and self-monitor. Similar to traveling through an airport, grocery store, or other public space, always use good hygiene and practices.

Management of staff who have been in a cabin/group with an individual with suspected Covid-19:

1. Staff will immediately be required to wear a face mask and will continue constant hand sanitizing and hygiene.
2. Twice daily monitoring of temperature and document. Hand and surface washing combined with distancing and face coverings are critical to containment.
3. The Camp Director will collect information regarding potential exposure, including length of time, proximity, and any physical contact.
4. If it is determined that an employee is potentially infected, testing is warranted and removal from camp will occur.
5. Have the employee examined and tested by a medical professional.

GUIDELINES FOR CABIN GROUPS

- The cabin groups will consist of the same staff and campers for the entire week.
- For the 2021 season, camp will be different. Individual groups will be limited to a total of 14 individuals. The cabin groups will consist of 12 campers and 2 counselors.
- Masks will not be required for each group when they are appropriately distanced from other cabin groups. However, if your camper wants to wear a mask, they may. Those individuals who are vaccinated do not need to wear a mask. For those that are not vaccinated, masks are recommended when indoors, in a close quarters situation, where 6 feet distance is not able to be maintained between cabin groups, and when traveling between activities when contact with others is possible. Campers should always have a mask with them at all times. Campers are only exempt from wearing a mask if they have a written medical exemption on file with HHC.
- Spacing of campers according to current guidelines: food lines, eating meals, hiking, camping, and at orientations and program areas.
- Campers will sanitize their hands before and after each activity
- Cabin Updates:
 - We added hand sanitizer within the cabins. Campers and staff will sanitize their hands when entering and leaving the cabin.
 - We lowered the capacity of campers in the cabins.
 - 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/Physical Distancing Precautions/Procedures/Provisions:
 - Only campers/staff assigned to a cabin are allowed into that cabin, unless during an emergency situation.
 - Appropriate social/physical distancing between groups will be observed during all activities camp.
 - Campers within the same group and their counselor are not required to maintain full social distance from each other. We will certainly encourage them to maintain the most possible distance at any given time depending on the activity.
 - When outside, including eating, a minimum of 6 feet of space will be maintained between each group and other nearby groups. Other program staff will generally maintain a 6 feet distance from all other staff and campers. Brief close contact is not considered to be high risk by Richland Public Health and may occasionally occur as needed for safety.
 - Campers unable to adhere to safe distancing and hygiene practices will not be allowed to remain at camp.

SANITATION, DISINFECTION & CLEANLINESS

- Restroom Facilities:
 - Staff wear gloves when setting up and cleaning facilities.
 - All surfaces disinfected upon set-up.
 - All toilets and sinks are physically separated by a curtain or space

- Campers will not clean toilets and showers but may help spray surfaces with disinfectant and wipe surfaces.
- Campers instructed to spray surfaces they have touched both pre and post-use.
- Users wash hands before and after using the facilities.
- Where possible, restroom doors and windows will always remain open and exhaust fans will remain on during the daytime hours.
- Restrooms will be cleaned and sanitized multiple times per day by staff.
- Hand Washing:
 - The soap and water hand wash system will be set-up at key points around camp. They will remain set-up for the duration of camp.
 - In addition, hand sanitizer will be used as a supplementary step.
 - Hand washing must occur:
 - Before and after every new activity
 - Before/after eating
 - After coughing or sneezing
 - Before/after using the restroom
 - When hands are physically dirty
- Masks:
 - Individuals who are vaccinated do not need to wear a mask. Those who have yet to be vaccinated are recommended to wear masks unless they are outside and maintaining a six-foot distance from all other employees and campers, or within their cabin groups.
 - There may be some activities that we recommend the camper wear a cloth mask for a short time, for example, while indoors where 6 feet distance is unable to be maintained with other cabin groups. If you prefer for your camper to wear a mask more frequently you may certainly request that they do so, please don't forget to put their name on it. We recommend each camper bring 2 masks. A new mask should be worn each day of camp. Campers should always carry a mask with them at all times. HHDC will not provide masks.
- Daily Cleaning:
 - High touch surfaces will be cleaned continuously throughout the day. This includes railings, doorknobs, bathrooms, etc. We will limit the use of shared equipment to the extent possible based on the activity. For example, markers will likely be necessary for art projects and will be sanitized after each use.
 - Restrooms, cabins, dining hall, and other areas of congregation will be scheduled to clean multiple times per day.
- Office Nursing Changes:
 - Staff will wear masks and gloves as necessary while providing care.
 - A supply of PPE will be maintained in the event they are needed to care for a high risk individual.

PROGRAM MODIFICATIONS

- Food Service:
 - Gloved and masked staff will serve food to campers.
 - Disposable plates and utensils to be used for all participants.
 - Campers may not help prepare or serve food or congregate in the food preparation/serving area.
 - Use of gloves and face covering is mandatory while preparing food.
 - Change gloves between tasks (for example: staff pauses to fill the water and then returns to food preparation).
 - Wash hands frequently.
 - Clean shirts and aprons worn by staff preparing and serving food.
 - Food preparation and service surfaces thoroughly sanitized prior to use, between tasks, and after tasks.
- Camp Equipment:
 - All camp equipment (bows, paddles, etc.) will be thoroughly wiped down before and after individual use by an approved CDC sanitizer.
 - All PFDs (Lifejackets), and other equipment that a camper would “wear”, are disinfected in between every single use through an approved chemical and disinfectant process.
 - All sports equipment, including balls, will be utilized by one cabin group at a time, then disinfected prior to another cabin group utilizing the equipment.
- Large Group Activities:
 - All activities that have occurred as a full camp in the past will be modified to meet the current physical distance guidelines and small intact groups.
 - This includes modifications to flag raising/lowers, all camp activities, campfires, etc.
- Rainy Days:
 - Each group will have a specified area where they will be based if there is a lot of rain.
 - In light rain, activities will proceed as usual as we have done in previous years.
 - In the event of severe thunderstorms, campers will come to the Lodge.
- Swimming:
 - Campers will be allowed to swim in the pond or pool with 20 or less campers at the activity..
 - To swim in the pool campers must pass a swim test. To enter the pond, all campers must wear a PFD, regardless if they passed the swimming test or not.
- Water bottles:
 - Reusable water bottles will be allowed at camp this summer. If your camper brings a reusable water bottle it must have your child’s name on the bottle and

lid. Water bottles are not to be left in the camp and must be washed and sanitized at home each night.

WHAT ITEMS SHOULD MY CAMPER BRING TO CAMP

These guidelines are typical as last year and as always your camper should dress for the weather. Camp is also a place where everyone is outside most of the day and campers will get dirty. This list is not all inclusive and for any questions, please contact us. This list applies to both staff and campers.

- Extra shirt
- Swimsuit
- Water shoes, flip flops for showers
- 2 cloth masks
- Mosquito Repellent
- Hat or visor
- Sunscreen
- Towels for pool/pond
- Raincoat or poncho
- Hand sanitizer

* Campers spend many hours running around outside each day and therefore need shoes that protect their feet and provide support. Flip flops and shoes that do not cover toes and heels are not appropriate footwear for most use at camp. Campers are required to wear shoes at all times.

DO NOT BRING TO CAMP

Please refrain from bringing these items to camp. Your camper will not need these items and may be stored from use for the week if they are found in your camper's possession.

- Cell Phones*
- Drugs, tobacco, alcohol, firearms
- Knives or other weapons
- Valuable Electronic Devices
- Toys or games
- Matches or lighters
- Sport equipment

*Cell phones are part of life outside of camp. It will be more difficult for the parent than the camper to not have a cell phone. Not being in constant contact with your child is part of the camp experience for you and for your child. A major part of your camper finding their way at Hidden Hollow and learning independence is being disconnected from their phone and contact with family. If there is an emergency, you may always call the camp office at 419-524-6690 or Friendly House at 419-522-0521.

LOST & FOUND POLICY

In response to the COVID-19 pandemic, HHDC 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
3. Prescription glasses, prescription medication
4. Shoes, not flip flops or sandals
5. Backpacks

Camp will keep these items for no longer than two weeks from the end of the session, after which, 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. To limit the number of visitors to camp during our sessions, found items will be moved to Friendly House for pick up at the end of each session.

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 swimsuits and goggles, hats, t-shirts, flip flops and water shoes, pants, shorts, pajamas washcloths and towels, water bottles, sunglasses, flashlights, toys, cameras, arts and crafts projects including tie dye, etc.

Daily cabin clean up help: Campers should 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 and cell phones can be easily lost or damaged. Camp is not responsible for any lost, damaged, or stolen items. After the camp session ends, if one of the listed items is missing, please contact the camp office to arrange a safe pickup at Friendly House.

ARCHERY, SPORTS and GAMES, NATURE, SPECIAL ACTIVITIES

In general the above activities should be run the same and the bullet points below apply to all.

Upon Arrival to Activity:

- Counselors will sanitize all equipment with spray bottles and wipe down with rags.
- Campers will all sanitize their hands upon arrival

Social Distancing Precautions/Procedures/Provisions During the Activity:

- Limit one group of 10 at a time.
- Campers spread equally on benches or play areas, maintaining social distance.
- Campers are instructed to only pick up their equipment.
- Between usage counselors or campers will wipe down equipment.
- Games should only involve very limited physical contact if any at all..

Cleaning/Sanitizing at the Conclusion of the Activity:

- Following activity, the counselor will wipe down all of the equipment prior to returning to the storage area.

Facility and Equipment Daily/Weekly Sanitation Procedures:

- Benches are wiped down at the end of each day and supply of rags and cleaner is assessed and topped off if needed.

ARTS & CRAFTS

General Guidelines:

- A maximum of 10 campers will be allowed inside at any one time.

Practices:

- Campers are not allowed to grab supplies and equipment freely.
- Run activity more like a classroom where campers raise their hands and ask for what they need from closets - to minimize the number of things campers touch and potentially contaminate.
- Every time a camper is finished using a tool or art supply, staff must wipe it down with sanitizing wipes before storing it properly.

Arts & Crafts Head Counselor:

- Organize activities AHEAD OF TIME to be SINGLE CAMPER craft ready and prepped, ex: bag per camper with all materials in it for the given activity.
- Every time a camper is finished using a tool or art supply-staff must wipe it down with sanitizing wipes before storing it properly.

End of each Activity Period

- Wiped down with and sprayed with sanitizer at the end of each activity: chairs, tools/equipment used that period, table tops, door handles - prop door open as much as possible during the day, picnic tables.

End of each DAY/Week:

- Wiped down with and sprayed with sanitizer at the end of each activity: chairs, tools/equipment used that period, table tops, door handles - prop door open as much as possible during the day, picnic tables, mop floors, remove all trash, fill sanitizer bottles and cleaning supplies.

THE POOL

General Guidelines:

The pool is a large capacity pool. The pool will be divided up into multiple swim areas and can have more than one cabin group at a time in the water, as long as the cabin groups remain separated into their own roped off area. Lifeguards are only to be conducting the duties of being a lifeguard. Lifeguards are not to be responsible for ensuring social distancing and guidelines. Counseling staff are to be used as spotters and used to ensure social distancing requirements.

Swim Test:

All campers must pass a swim test in order to go into the deep end of the pool. There will not be swimming lessons this year at camp. If a camper fails a swim test they must remain in the shallow end of the pool. Campers will have opportunities to retake the swim test throughout the week.

Arrival:

Campers arriving at the pool must stay in their cabin group and enter through the big gate. If more than one cabin group arrives at the pool at the same time, each group must maintain distance and only stay in their assigned area of the pool.

During Activity:

Lifeguards are assigned to perform life saving duties only. Lifeguards will not assist in COVID-19 social distancing protocols. This duty is left to the camp counseling staff. Assigned areas of the pool may change during an activity but all campers must move to the new assigned area. Any pool toys or equipment that was utilized by campers must be sanitized between groups. Restroom use at the pool will be one camper at a time, the restroom must be sprayed with sanitizer between use.

Departure:

Cabin groups must leave as dismissed and leave as a group.

HORSES

There will be no horse activity at camp this summer.

POND, PADDLE SPORTS and FISHING

General Guidelines:

- Campers will travel by groups of up to 12 campers..
- Use a sanitizer solution to sanitize campers PFDs.

Upon Arrival to Activity:

- Campers and staff will change clothes into swim gear. Those who aren't participating shall stay with the group or go as a group with a counselor to their designated non-swim activity.
- Swimmers, after they are changed, will get the proper sized personal floatation device(PFD).

Social Distancing Precautions/Procedures/Provisions During the Activity:

- Cabin groups must stay together if there is more than one cabin group at the pond.
- Individuals must continue to social distance even in cabin groups.
- Each camper gets their own seat (no overloading boats).
- After a camper/counselor chooses their paddle, they can not trade. They must go back to shore and use a disinfected paddle.
- Games and activities must include staying in their own boat (no switching).

Cleaning/Sanitizing at the Conclusion of the Activity:

- Campers and staff will gather with cabin group rinse off, paying close attention to PFD, swimsuit and feet.
- Under counselor supervision, the campers must rinse off the body and PFD.
- Campers and staff will return the lifejacket to the boat house or drying line.
- The cabin group will leave by way of the trail back to the main camp and should wash hands at a bathroom when back in the main camp before going to the next activity. Everyone must wash hands and sanitize at the earliest moment upon leaving the waterfront.

End of each Activity Period:

- All used equipment wiped down with and sprayed with sanitizer at the end of each activity.

End of each DAY/Week:

- In addition to above, all sanitization supplies should be refilled, all equipment stored in a closed boat house.

ALL CAMP ACTIVITIES

Social Distancing Precautions/Procedures/Provisions During the Activity:

- Campers will move in cabin groups and must stay together.
- Groups will maintain social distance of at least 6 feet from other groups. Groups will observe if stations or activities are occupied and either wait at a safe distance or move on to another location.
- No large congregation spots. Change multiple, spaced out areas.
- Activities will be spaced to prevent overlap. There will also be a waiting spot if timing is off.

Cleaning/Sanitizing at the Conclusion of the Activity:

- Shared costumes and equipment will be sanitized after the game ends.
- Staff will avoid sharing items when designing costumes (e.g., no shared paint brushes for face paint, etc.).

Facility and Equipment Daily/Weekly Sanitation Procedures:

- A large grounds sweep will be conducted at the conclusion of the All Camp Activities.
- Staff will collect and sanitize each area, costume and piece of equipment used.
- All reusable equipment will be stored to have a deep cleaning before the next use.

LUNCH and SNACK

Mealtimes are some of the best times for campers to make friends and meet new people. Happy Hollow is committed to making sure this can occur and will still keep campers and staff as safe as possible. Cabin groups will eat together. The lodge as well as outside and under the new pavilion will be used as needed to separate cabin groups so they may eat and maintain

social distance from other cabin groups. Food is prepared by Friendly House cooks and kitchen staff who will follow CDC and Richland Public Health guidelines for food preparation which includes masks and gloves at all times. Where possible, individual condiment containers, milk boxes and individually wrapped food items will be served.

FLAG RAISING/LOWERING

Cabin groups will attend Flag Raising and Lowering and remain in their designated locations. Locations are farther apart than normal. Masks are recommended to be worn during this activity.

SONG LEADING/SINGING

Masks are recommended to be worn while singing at all times.

RIDING THE BUS

Masks are recommended to be worn while on the bus at all times. As much as possible, campers will be separated by social distance while on the bus. Campers are to follow the directions of staff on the bus at all times.

RESOURCES

We have completed research and studied requirements to ensure protocols are in place to mitigate the risk of a COVID-19 outbreak during the 2021 season. Our research has included the following organizations and documents:

- [American Camping Association “Field Guide for Camps on Implementation of CDC Guidance”](#)
- [New Study on the Symptomatic SARS-CoV-2 Transmission in Youth and Staff Attending Day Camps \(Pediatrics, February 2021\)](#)
- [New Study on COVID Transmission in NC Schools Shows No Reported Child-to-Adult Transmission \(Journal of American Pediatrics, January 2021\)](#)
- [New Study in WI Show K-12 Schools Can Have In-Person Learning with Limited In-School COVID-19 Spread \(CDC, January 2021\)](#)
- [CDC Study: Preventing and Mitigating SARS-CoV-2 Transmission — Four Overnight Camps in Maine \(CDC, September 2020\)](#)
- [Responsible Restart Ohio: Residential Camps](#)
- [Responsible Restart Ohio: Pools and Aquatic Centers](#)
- [CDC Suggestions for Youth and Summer Camps](#)
- [CDC Readiness and Planning Tool](#)
- [CDC Guidance for Public Pools](#)
- [Daily Checklist for Staff - Public Pools](#)
- [Follow These 5 Safety Steps - Pools](#)
- [Campers: Did You Wash Your Hands?](#)
- [Campers: Keep Space Between You and Others](#)
- [Campers: Don't Feel Well?](#)

UPDATE INFORMATION

This section will outline what changes were made to this plan and when they were made.

4/22/2021 - Page 3 - Under FAQs “Will my child be required to wear a mask?” Friendly House has found that we have been going through our supply of masks quickly and have had to give out masks on a daily basis to multiple children. It is the parents responsibility to send your child with a mask to wear. NEW - If your child does not have a mask, one will be provided for .25 cents.

4/22/2021 - Page 9, Arrival/Check In - HHDC has replacement masks for .25 cents each.

4/22/2021 - Pages 12-13, Masks - HHDC has replacement masks for .25 cents each.

05/12/2021 - Page 5 - Group Sizes and have been updated to 12 campers per group. HHDC will enroll 70 children instead of 54. Friendly House continues to follow CDC guidelines and are confident we are able to operate safely with this increased capacity.

5/17/2021 - Page 2 - Disclaimer - Friendly House has decided that when the State Of Ohio COVID-19 health orders are rescinded, Friendly House will continue our mitigation plans through the end of summer, if not longer.

06/11/2021 - Entirety of Document - Updates made due to changes in CDC guidelines.

6/21/2021 - Entirety of Document - campers may now choose the activity they would like to participate in. No activity should have more than 20 campers.

06/24/2021 - Entirety of Document - Effective 6/28/2021 - Staff and campers who are vaccinated against COVID-19 no longer need to wear a mask on Friendly House/Happy Hollow Property. Friendly House and Happy Hollow Day Camp now recommend those that are not yet vaccinated, wear a mask during those times where they are unable to social distance from others. Friendly House and HHDC will no longer provide masks. Parents who want their children to continue to wear a mask while at HHDC, should make sure their camper has a clean mask daily. Staff will no longer enforce campers to wear a mask.