

WEST VIRGINIA STRONG

The Comeback



Guidance for Summer Camps

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Under Gov. Justice's reopening plan, **West Virginia Strong — The Comeback**, summer camps, to the extent they may have been limited, may resume operations. To facilitate the safe operation of these camps, Gov. Justice has issued the following guidance to mitigate the exposure and spread of COVID-19 among campers and counselors. These guidelines, in addition to any and all relevant guidelines established by the Centers for Disease Control (CDC) and the West Virginia Department of Health and Human Resources (DHHR) will help West Virginians safely participate in summer camp activities. These summer camps are allowed and encouraged to implement more stringent protocols as they see fit.



Note: Effective as of November 14, 2020, all individuals over the age of 9 are required to wear face coverings while in confined, indoor spaces where other individuals may be present, regardless of one's perceived ability to social distance from other individuals, pursuant to the Governor's Executive Order 77-20. This requirement does not apply to individuals in their own residence, individuals actively engaged in the consumption of food and/or beverage, and those individuals who are in an enclosed office or separate room.

Per CDC Guidance, exempt from this requirement are:

- children younger than 2 years old,
- anyone who has trouble breathing through a face covering, and
- persons who are unable to remove the face covering without assistance

As your facility and/or organization reviews and implements these new measures, we encourage you to share and discuss them with staff, campers, and parents or guardians. Communicating enhanced cleaning and sanitization practices will make individuals feel more confident in your operations.

Note further: Camp operators, counselors, campers, and parents or guardians should consult the relevant guidelines published by federal, national, or other regulatory or governing bodies, as applicable, to determine additional best practices specific to their operations, including CDC guidelines for the safe operation of summer camps: [CDC Guidance for Camps](#).

Failure to adhere to these guidelines may result in appropriate enforcement measures.

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OPERATIONAL RESTRICTIONS/REQUIREMENTS

- **Plan:** Develop and implement appropriate policies, in accordance with federal, state, and local regulations and other relevant guidance, and informed by best practices for your particular camp operations:
 - Prepare the facility and grounds for reopening;
 - Prepare your counselors, staff, and other employees, as applicable, for their return to work;
 - Prepare your campers and, as applicable, their parents or guardians for their return to camp;
 - Create a social distancing plan to manage and reduce excessive contact and interaction among campers, counselors, and other employees;
 - Create a plan for personal protective equipment for campers, counselors, and other employees;
 - Reduce touch points to the maximum extent possible and plan for a reduction in the sharing of common spaces and equipment;
 - Increase cleaning frequency and the availability of hand sanitizer, disinfectant wipes, and other DIY cleaning products to ensure touch points and common elements are properly sanitized between each use;
 - Establish an open line of communication with campers, counselors, other employees, and parents or guardians regarding safety.
- **Occupancy:** Manage the number of campers to ensure proper social distancing may be achieved and excessive interaction among individuals is limited to the maximum extent possible. Reduce facility occupancy as necessary to ensure proper social distancing may be achieved in accordance with CDC guidelines.
- **Social Distancing and Equipment:** Implement strict social distancing guidelines of at least six feet between campers, counselors, and other employees to the greatest extent possible. Modify scheduling to reduce unnecessary or excessive interactions among campers.
- **PPE:** Per Executive Order 77-20, all individuals over the age of 9 are required to use face coverings (masks, bandannas, face shields, etc.) when in confined, indoor spaces where others may be present, other than for individuals in their own residence, individuals actively engaged in the consumption of food and/or beverage, and those individuals who are in an enclosed office or separate room.
- **Cleaning:** Ensure that enough supplies are available to enable enhanced sanitization and cleaning measures in accordance with appropriate CDC guidelines.
- **Common Elements and Touch points:** All common surfaces and other touch points which are commonly used and shared by campers, including without limitation sporting equipment, tables, chairs, toys, books, writing utensils, art materials, and any other equipment that is commonly lent to campers for use throughout the day should be cleaned and sanitized between each use or touch by a camper or counselor. To the greatest extent possible, limit the sharing of equipment and other items between campers and other individuals who do not reside together, and where equipment must be shared, any such equipment should be sanitized before and after. Other common touch points, including without limitation any point of sale equipment, gate latches, doorknobs, light switches, and buttons should be cleaned and sanitized frequently.
- **Transportation:** While field trips should be limited or canceled to the greatest extent possible, if transport vehicles (e.g., buses) are used by the camp, drivers should practice proper hygiene and use appropriate PPE, including face coverings, to the greatest extent possible. If buses are used, groups on buses must be spaced six (6) feet apart, and the maximum capacity permitted on a fifty-five (55) person capacity bus should be eighteen (18) campers. All windows must be down. Buses must be properly sanitized after each use. To clean and disinfect school buses or other transport vehicles, see CDC guidance for [bus transit](#).

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- **Drop-off:** Stagger arrival and drop-off times or locations for campers and/or develop additional protocols to minimize contact between groups of campers, counselors, and parents or guardians.
- **Payments/Ticketing:** Encourage individuals to make non-cash payments and purchase tickets, food, or other merchandise electronically.
- **Group Events and Field Trips:** Limit, to the greatest extent possible, group events, gatherings, or meetings where social distancing of at least 6 feet between people cannot be maintained and avoid activities and events that require additional travel, such as field trips.
- **Visitation Policy:** Develop a policy to limit nonessential visitors, volunteers, and activities involving external groups or organizations to the greatest extent possible.
- **Overnight Considerations:** If hosting overnight campers, adjust sleeping layout to allow for proper social distancing between individuals and, where such distancing is not feasible, consider installing physical barriers to reduce the likelihood of transmission. Ensure proper cleaning and sanitization of shared spaces and common surfaces. Establish schedules or protocols for use of any common areas such as restroom or shower facilities. Develop a plan for isolating and/or transporting campers, counselors, and/or staff who may develop or exhibit COVID symptoms.
- **Limitations on Facilities:** The following should be installed or remain closed or limited to the maximum extent possible:
 - Install physical barriers and visual cues (for example, tape floors, sidewalks, and/or other common areas) and signs to ensure that campers, counselors, other employees, and visitors stay at least six feet apart from one another to the greatest extent possible.
 - Any cafeterias, food services, or snack bars must be run in accordance with current orders and guidelines for restaurants, found at governor.wv.gov.
 - Restroom and shower facilities should limit the number of users at any one time based on the facility size and current social distancing guidelines and such facilities should be regularly cleaned/sanitized per CDC recommended protocols.
 - Water fountains, common areas, check-in counters, and other areas in which campers, counselors, other employees, and visitors may congregate should be limited to the greatest extent possible, and where such items cannot be closed must be cleaned/sanitized frequently.
- **Plan:** Plan for potential COVID-19 cases and work with local health department officials when needed (i.e., monitor and trace COVID-19 cases, deep-clean facilities).
- **Signage:** Post extensive signage on health policies, including the following documents in the workplace to help educate all on COVID-19 best practices:
 - workplace to help educate all on COVID-19 best practices:
 - [CDC: Stop the Spread of Germs](#)
 - [CDC: COVID-19 Symptoms](#)

CAMPER PROTECTION

- **Camper Screening:** Campers should be screened for COVID-19 symptoms prior to entrance:
 - Temperature checks.
 - Have you been in close contact with a confirmed case of COVID-19?
 - Are you experiencing a cough, shortness of breath, or sore throat?
 - Have you had a fever in the last 48 hours?
 - Have you had new loss of taste or smell?
 - Have you had vomiting or diarrhea in the last 24 hours?

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- **PPE:** To the greatest extent possible, campers should be required to wear appropriate PPE, including face coverings as applicable.
- **Sharing Equipment:** Discourage sharing of items that are difficult to clean, sanitize, or disinfect. Ensure adequate supplies to minimize sharing of high-touch materials to the extent possible (e.g., assign art supplies or other equipment to a single camper), or limit use of supplies and equipment to one group of campers at a time and clean and disinfect between use. Avoid sharing electronic devices, toys, books, and other games or learning aids.
- **Campers' Belongings:** Keep each camper's belongings separated from others' and in individually labeled containers, cubbies, or areas.
- **Personal Hygiene:** Provide a sanitizing station with soap and/or bottle of hand sanitizer and require regular hand washing.
- **Monitor:** Monitor your campers for indicative symptoms and keep an open line of communication. Encourage counselors, employees, and staff to report any safety and health concerns to the camp operator. Develop a clear policy for how to handle campers who may display symptoms.
- **Ventilation:** Keep doors and windows open where possible to improve ventilation. To the greatest extent possible, meetings, events, and other classes should be held outdoors.
- **Signage:** Post signs encouraging social distancing of at least six feet between individuals.
- **Cleaning:** Consider providing disinfecting wipes and hand sanitizer at common touch point locations and request that individuals clean/sanitize any touchpoints or common surfaces they come in contact with, in addition to frequent and regular cleaning to be done by counselors or staff.

COUNSELOR/STAFF/EMPLOYEE/VISITOR PROTECTION

- **Employee screening:** Screen counselors, staff, other employees, and any visitor for COVID-19 symptoms prior to their entrance.
 - Temperature checks.
 - Have you been in close contact with a confirmed case of COVID-19?
 - Are you experiencing a cough, shortness of breath, or sore throat?
 - Have you had a fever in the last 48 hours?
 - Have you had new loss of taste or smell?
 - Have you had vomiting or diarrhea in the last 24 hours?
- **PPE:** Counselors, staff, other employees, and visitors should be required to wear appropriate PPE, including face coverings as applicable.
- **Monitor:** Monitor counselors, staff, and other employees for indicative symptoms and keep an open line of communication. Encourage counselors, employees, and staff to report any safety and health concerns to the camp operator. Develop a clear policy for how to handle individuals who may display COVID symptoms.
- **Personal Hygiene:** Provide a sanitizing station with soap and/or bottle of hand sanitizer and require regular hand washing.
- **Contact:** Limit counselor, staff, and other employees' contact with one another to the greatest extent possible and require proper cleaning and sanitization of common surfaces or areas where individuals may encounter one another.
- **Distancing:** Practice recommended social distancing to the greatest extent possible.