

RE: NECC 2021 Summer Camps Structure, Guidelines, and Rules

Dear Summer Camp Parents,

We are happy to have the opportunity to see your children at camp this summer. The NECC successfully provided day camps during summer 2020 and has offered Emergency Childcare since September of 2020. We are committed to providing programs that are safe for children and staff, and in the following document, you will find NECC's guidelines and rules to support this commitment. Since the Oregon Health Authority has not yet published their Summer Camp 2021 guidelines, this information is subject to change and may be updated. We will be in touch if that happens.

Please read through every page carefully. We want to provide you with as much information as possible before you send your child to camp. We know this is a lot of information, but we can only provide a safe environment if all campers and their families understand and adhere to these guidelines. We will send you more specific information approximately one week before camp begins, we ask that you talk with your camper about the camp guidelines and protocols, and we ask that you specifically understand and agree to follow these guidelines before camp begins.

During this challenging period where we have learned more about how COVID-19 is transmitted and the dangers to children and adults, we want to be clear that while guidelines, rules and protocols can help greatly reduce the risk of spreading the virus, attendance at camp may increase risk to campers and staff. Attending camp this summer may not be the right choice for every child, even if they have attended NECC camps in the past. If your child or anyone in your household has a pre-existing health condition or are immuno-compromised, or if you anticipate your child may have challenges following the physical distancing requirements or often needs additional support from staff members, we encourage you to carefully consider whether NECC's day camp is an appropriate choice for your child this summer. We hope you understand and would love to work with your child in the future.

If you have any further questions or concerns after reading through this document, please contact me directly at [youth@necommunitycenter.org](mailto:youth@necommunitycenter.org). I look forward to having your child in camp!

Nohea Waiwaiole  
Youth Program and Camps Coordinator

## CAMP INFORMATION

### General Camp Guidelines

The Oregon Health Authority and Oregon Department of Education Early Learning Division have published guidelines that the NECC will follow this fall. We have adopted additional protocols to support the safety of children and staff.

- **Cohorts with Dedicated Staff.** Each camp will be limited to a maximum of two cohorts/groups made up of 12 campers/group. Each cohort will only interact with campers from their own cohort, and the cohorts will not interact with one another. With the exception of one supervisory person, NECC staff will remain with one cohort (they will not go between cohorts).
  - One supervisory staff from the NECC may interact with both cohorts during the day. In addition, Spark Arts staff will interact with both cohorts during the day. These staff members will utilize masks, and wash and/or sanitize their hands if they move between cohorts.
  
- **Base Camp Outside.** Camps will primarily take place outside. We will utilize a large tent in the NECC's parking lot as home base for all camps. Between certain hours, campers will be scheduled for a period of time in the gym with their cohort. All camp personnel and cohorts will utilize a separate entrance and bathrooms in our main facility. This will ensure campers will not come into contact with NECC members or anyone outside of their cohort. Campers may also spend a limited number of hours inside Spark Arts studio.
  
- **Face Coverings.** For everyone's protection, campers are required to wear a properly fitting face covering during camp activities. A face covering is required while indoors or outdoors when physical distancing is not possible. This includes when at Spark Arts, when entering or exiting the NECC facility to use the restroom or the NECC gymnasium and when walking in lines outdoors, since physical distancing is not safe at this time.
  - Staff members, including NECC and Spark Arts staff, will wear face coverings at all times during camp. **(We strongly recommend that you talk with your child about the importance of wearing a face covering and that your child is prepared to interact with staff while staff members are wearing a face covering).**
  
- **Physical Distancing.** The NECC and Spark Arts will make every effort to structure activities that are fun and engaging but which encourage physical distancing. However, due to the nature of children and certain safety concerns, we are not able to guarantee children will stay apart throughout the course of an entire week of camp. It will be necessary for staff to come close to campers during certain activities or necessary camp functions, but we will limit these interactions as much as possible. In addition, there may be times that campers are unable to distance from each other. For example, when walking to Spark Arts, for safety it will be necessary to have children closer than 3 or 6 feet. All organized activities, including table or craft times, will be structured to support campers are keeping some distance from each other.
  - Siblings, campers from the same household or children already "podding" together will not have to physically distance from one another, but will still be asked to keep their hands and food to themselves like usual.
  
- **Swimming.** We are waiting for OHA guidelines regarding Summer Camps and pool use to determine whether swimming will be a safe camp activity. We are hoping to be able to offer swimming for campers this summer. If campers are permitted to swim, they will not wear masks

when in the pool and we will encourage them to keep their distance from one another.

- **Cleaning, Disinfecting, and Bathroom Breaks**

- Campers will be required to wash their hands and use hand sanitizer many times throughout the day. Outdoor handwashing and sanitation stations will be available for campers.
- Equipment and supplies will not be shared between cohorts. If supplies must be shared between cohorts, they will be properly cleaned and sanitized between groups.
- All spaces campers use will be sanitized before and after use. For example, touch surfaces in the gym will be thoroughly sanitized prior to campers using the space.
- The NECC and Spark Arts have both developed safe ways for children to use the restroom and be sure the toilet, faucet handles, and touch surfaces are properly sanitized after/before each use.

- **Staff.** During the ten days weeks prior to the start of camp, all staff will monitor their own health, the health of those in their households, and - to the extent possible - anyone they come in contact with. If they or anyone in the above groups display symptoms of a fever, new cough, or other symptoms of COVID-19, they will not work camp until they have completed the required self-isolation period or taken the necessary precautions.

- The NECC and Spark Arts Center will complete a temperature and symptom check of all staff each morning.
- If staff members start to display a fever, a new cough, or symptoms of COVID-19 during camp, they will immediately leave camp. The NECC will report this information to the local health authority, report relevant information to other campers (while maintaining the privacy of the person affected), and work with the local health authority in taking appropriate action.
- A majority of NECC Summer Camp Staff have received the COVID-19 vaccine.

### **Ten Days Before Camp Begins through the end of camp.**

- During the ten days prior to the start of camp, parents/guardians must monitor their households and those they come in contact with. During that period:

- If the child is exposed to COVID-19, they will not be permitted to attend camp.
- If the child or anyone in their household has recently been ill with fever or a new cough, the child should remain home for at least 10 days from illness onset and until 72 hours after the fever is gone without fever reducing medicine and COVID-19 symptoms are improving.
- If the child is exposed to a person with a presumptive case of COVID-19, the child must self-isolate for 10-days before attending camp. The 10-day isolation period starts on the day that child last had contact with the presumptive COVID-19 person. If that person subsequently tests negative for COVID-19, the child may return to camp.
- After the appropriate self-isolation period, children may return to camp.

### **One Week Before Camp Begins**

- You will receive a packet of information that includes the following:
  - Specific information about your child's camp;

- **Required** waiver of liability indicating that you understand the risks of participation in NECC programs;
- **Required** Permission to Pick-Up and Emergency Contact Information Form;
- List of ground rules designed to protect children and staff. **It is important that you review these rules with your child before the first day of care.**
- Camp Questionnaire. We will ask you to let us know, in advance, whether there are specific friends your child wants to be in a cohort with. Siblings will always be assigned to the same cohort. This is also the place to let us know about pre-existing coughs, food allergies, who is authorized to pick-up your child, and any other relevant information about your children that you would like us to know.
- If you do not receive that packet of information at least a week before your camp begins, please email me at youth@necommunitycenter.org.

- **Please return the Camp Questionnaire by the end of the day on Wednesday prior to camp.**

- Due to safety and physical distancing requirements, we cannot alter the cohort assignments on the first day of camp or anytime during the week.

### **Three Days Before Child-Care Begins**

- You will receive a camp information email with the following information:
  - Your child's cohort assignment.
  - Directions to the location of your child's check-in - we will have different check-in sites (both at the NECC) for separate cohorts.
  - Other general information to help prepare you and your child for the upcoming week.

### **The First Day of Camp (and Every Day of Camp)**

- Each morning at check-in, NECC staff will use a touchless thermometer to take children's temperature and will ask questions to screen for symptoms of COVID-19. Those symptoms include fever (over 100.4), unusual or new cough, shortness of breath, diarrhea, vomiting, headache, sore throat, and rash.
  - If a child has a temperature of 100.4 or higher, they will not be permitted to attend camp.
  - In regards to all symptoms besides a fever, children who have been seen and cleared by a medical professional, with proper documentation, may remain or return to camp.
  - For guidance in whether your child should stay home and for how long, see the attached *Exclusion Summary for Child Care Providers* prepared by the Oregon Department of Education Early Learning Division.
  - In the event your child develops a new cough or other symptoms of COVID-19 during the week, parents/guardians **must** communicate that information to the NECC and keep their child home for the remainder of the week. If that occurs, the NECC will promptly notify other families (while maintaining privacy), contact the local health authority, and take the appropriate action. In some situations, this may include cancelling camp for the remainder of the week or up to two-weeks.
- Campers will be assigned a cohort, and parents/guardians will deliver their child to the appropriate cohort check-in location, taking care to maintain physical distance from other children and families. Please remember that all persons over the age of two must wear a properly

fitting face covering during drop-off and pick-up.

- NECC is required to keep a record of every adult who drops-off or picks-up their child at our facility.
- If your child will be dropped off and picked up by different people each day, or if you want your child to go home with another adult, you must provide that information to NECC staff in writing during drop-off.

### **Ten Days After Child-Care Concludes**

- For 10 days following the conclusion of care, parents/guardians agree to promptly notify the NECC if their child or a member of their household starts to display a fever, a new cough, or other symptoms of COVID-19.

## **WHAT MIGHT A DAY AT CAMP LOOK LIKE?**

In the morning, campers and their parent/guardians will arrive at the NECC for camp - we'll be happy to see you! Maintaining 6 feet of distance between their family and others, campers will find the check-in station for their assigned cohort. We encourage only parents/guardians and their camper attend drop-off, but if it is necessary to have other children present, we ask that all members of the drop-off party wear face coverings (except children younger than 2 years old). Camp staff will check-in your child, take your child's temperature using a touchless thermometer, and complete a daily health check.

Following check-in, one cohort will remain at base camp while the other cohort heads to Spark Arts. Depending on the activity scheduled for the day, the cohort at base camp may remove their face covering while outside, create a fun team name for their cohort, play camp games, walk to Grant Park, or participate in other activities that encourage physical distancing. On hot days, campers might play games that involve getting a little wet, so maybe pack your camper a change of clothes if they want. While at Grant Park, campers will not have access to the play structure. Because we will not use the public bathrooms at Grant Park, we will provide campers the opportunity to use the restroom immediately before leaving for the park, but campers might be without immediate access to a bathroom for up to one hour. If you think this could be a concern for you camper, please let us know.

The cohort heading to Spark Arts will wear their face covering during the walk there and while they are in the facility. At Spark Arts, tables and supplies will be arranged so campers can maintain at least 3 feet of distance between them. There may be days when Spark Arts activities occur outside.

Between noon-3:00pm, cohorts will remain separated while each cohort has an opportunity to each lunch and use the gym for fun games and activities. The gym will be sanitized before use, between use, and after use. During this time, Spark Arts will be sanitizing their studio as well.

Around 1:30pm, the cohorts will "switch" activities, with one heading to Spark Arts and one staying at base camp or walking to Grant Park.

At 3:45, both cohorts will return to their respective areas of base camp while maintaining separation between the cohorts. Checkout will take place in the same way as check-in.

## FAQ'S

● **Is this the right camp for my child?** If your child or anyone in your household has a pre-existing health condition or are immuno-compromised, we encourage you to carefully consider whether NECC's day camp is an appropriate choice for your child this summer. In addition, if your child is unable to consistently and comfortably delay their need to use the bathroom for up to 90 minutes at a time, it may be a challenge for your child to walk to and from Grant Park where there are no restroom available (they will have an opportunity to go to the restroom immediately before leaving for the park). If you decide that this is not a good fit for your child this summer, we hope to have the opportunity to see them in classes or activities in the future. If you have any more questions or concerns about this, please email Nohea Waiwaiole: [youth@necommunitycenter.org](mailto:youth@necommunitycenter.org)

● **Can my child be in a group with their sibling or friend?** Yes, you must return your Camp Questionnaire by the Wednesday before the start of camp to let us know if there are certain friends your child wants to be in a cohort with. Siblings will be automatically required to be in a cohort together. If you need to make edits/changes to your Camp Questionnaire, you must email Nohea directly at [youth@necommunitycenter.org](mailto:youth@necommunitycenter.org) changes past the Wednesday prior to camp may not be able to be accommodated.

● **Does my child have to wear a face covering or mask?** We encourage campers to wear a face mask at all times. Campers may have opportunities to take a break from wearing their face mask when outside and 6-feet apart from others.

● **Will you provide masks for my child?** We strongly encourage you to send your child with a properly-fitting mask that they are comfortable with. If your child needs a mask, please let us know prior to the beginning of camp. If your child forgets a mask, theirs breaks, or has trouble staying up above their nose, we will provide them with a new one.

● **What happens if my child refuses to wear a mask during one of the required times?** Unfortunately, for the safety of your camper, other campers, staff, and others at the NECC, we will be unable to make exceptions to this requirement. If this were to occur, we would compassionately isolate your child and contact you to come pick up your camper. If this happens, they will not be permitted to return to camp.

● **How will you enforce physical distancing?** In addition to the camp structures we outlined above, we will plan all activities and crafts to encourage physical distancing. For example, campers will sit at least 3-feet apart during circle or craft time. They will each have their own space that is taped off. It is important for parents/guardians to know, however, that there are times campers and staff will come within 3-feet of one another. We have tried to anticipate when those situations might occur and limit them as much as possible.

● **What happens if someone becomes ill?** We will isolate the sick person and have them removed from camp, contact the local health authority, promptly inform other campers (maintaining privacy), and take the appropriate steps necessary for the situation. Depending on the circumstances, these steps could include a range of responses, from enhanced sanitation and disinfection up to the cancellation of the camp (or camps). Camper and staff health and safety will be the most important consideration, in addition to guidance from our local health authority, in determining the appropriate steps for each situation.

● **Can I send my child to camp if they have a cough?** If you let us know on your Camp Questionnaire that your child has a pre-existing cough caused by other factors (hayfever, etc.),

please feel free to send your child to camp. If this is a new cough, or your child has a fever or other symptoms of COVID-19, please keep your child home from camp and immediately notify the NECC.

● **Will you use the play-structures or bathrooms at Grant Park?** No. Your child will need to be able to use the restroom before we go to the park and be without a restroom for potentially an hour. Let us know if you think this will be a problem.

### **WHAT'S NEXT?**

1. Monitor your camper's health ten days before the start of camp.
2. Stay on the lookout for the Camp Information email (sometimes this goes to junk mail). Complete and return the Camp Questionnaire by Wednesday of the week before camp.
3. Review camp rules and guidelines with your camper.
4. Complete necessary waivers and permission forms and bring them with you to camp.
5. Stay on the lookout for an email with Cohort Assignments and Check-in instructions.
6. Follow those instructions and we'll see you at camp.

If you have any questions, please contact Nohea Waiwaiole, Youth Programs and Camps Coordinator, at [youth@necommunitycenter.org](mailto:youth@necommunitycenter.org).