



## INTERIM GUIDANCE FOR CHILD CARE, DAY CAMP, AND OVERNIGHT CAMP PROGRAMS DURING THE COVID-19 PUBLIC HEALTH EMERGENCY

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As of May 19, 2021

### Purpose

This Interim Guidance for Child Care, Day Camp, and Overnight Camp Programs during the COVID-19 Public Health Emergency (“Interim COVID-19 Guidance for Child Care, Day Camp, and Overnight Camp Programs”) was created to provide owners/operators of child care, day camp, and overnight camp programs with precautions to help protect against the spread of COVID-19.

**The following guidance applies to both regulated and unregulated programs for children. Additional requirements for overnight programs are contained in Section V.**

These guidelines are minimum requirements only and the owner/operator of any child care, day camp, or overnight camp program is free to provide additional precautions or increased restrictions. These guidelines are based on the best-known public health practices at the time of publication, and the documentation upon which these guidelines are based can and does change frequently. The Responsible Parties – as defined below – are accountable for adhering to all local, state and federal requirements relative to child care, day camp, and overnight camp program activities and operations. The Responsible Parties are also accountable for staying current with any updates to these requirements, as well as incorporating same into any activities and/or Site Safety Plan.

### Background

On March 7, 2020, Governor Andrew M. Cuomo issued Executive Order 202, declaring a state disaster emergency in response to the COVID-19 public health emergency. Since May 15, 2020, New York State has developed and deployed a phased economic reopening strategy based on science and data, which has allowed specific industries to safely resume or increase activities and operations while protecting public health during the COVID-19 pandemic.

In addition to the following standards, businesses must continue to comply with the guidance and directives for maintaining clean and safe work environments issued by DOH.

Please note that where guidance in this document differs from other guidance documents issued by New York State, the more recent guidance shall apply.

### Standards for Responsible Operation of Child Care, Day Camp, and Overnight Camp Programs in New York State

No activities or operations at a child care, day camp, or overnight camp program can occur without meeting the following minimum State standards, as well as applicable federal requirements, including but not limited to such minimum standards of the Americans with Disabilities Act (ADA), Centers for Disease Control and Prevention (CDC), Environmental Protection Agency (EPA), and United States Department of Labor’s Occupational Safety and Health Administration (OSHA).

The State standards contained within this guidance apply to all child care, day camp, and overnight camp programs in operation during the COVID-19 public health emergency until rescinded or amended by the State. The owner/operator of the child care, day camp, or overnight camp program, or another party as may

be designated by the owner/operator (in either case, “the Responsible Parties”), shall be responsible for meeting these standards.

The following guidance is organized around three distinct categories: people, places, and processes.

## I. PEOPLE

### A. Physical Distancing

- Responsible Parties must implement a property-specific capacity limitation for children/campers that ensures appropriate social distancing (e.g. six-foot separation or other appropriate social distancing for the setting) can be maintained between individuals who are not fully vaccinated during meals and between stable groups of children/campers during activities and travel throughout the property.
  - Fully vaccinated against COVID-19 is defined as 14 days after completion of the vaccine series. All other individuals are considered unvaccinated.
- Social distancing and face covering requirements do not apply to those who are fully vaccinated except as otherwise specified in this document.
- Responsible Parties must ensure that staff who are not fully vaccinated maintain a distance of at least six feet from other unvaccinated staff at all times, unless safety or the core activity requires a shorter distance (e.g. jointly caring for a child or responding to the needs of a camper). Staff shall include all employees, volunteers, and household members in home-based day care modalities while interacting with day care children and/or in the day care space.
- Responsible Parties must ensure that children/campers age 2 and older and staff who are not fully vaccinated wear face coverings except when eating, drinking, showering, swimming, or sleeping/resting. Children/campers may also remove face coverings **outdoors** when they are unable to tolerate a face covering for the physical activity. Face coverings must be worn by individuals who are not fully vaccinated during transportation.
  - DOH strongly recommend masks in indoor settings where vaccination status is unknown.
  - Stable groups that include unvaccinated children/campers must maintain at least a six-foot distance from other stable groups of campers.
  - Unvaccinated staff must wear a face covering at all times.
  - Fully vaccinated staff must model wearing a face covering when with children/campers at times when children/campers must wear face coverings.
- Face coverings should **never** be worn by children under age 2, or by a child unable to medically tolerate a face covering. Children/campers who are unable to tolerate face coverings may be within six feet of unvaccinated staff, who are wearing a face covering, to receive necessary services.
- Acceptable face coverings:
  - Acceptable face coverings for COVID-19 include but are not limited to cloth-based 2-ply face coverings and disposable masks that securely cover both the mouth and nose (bandanas, buffs and face shields are not acceptable face coverings).
  - However, cloth, disposable, or other homemade face coverings are not acceptable face coverings for workplace activities that typically require a higher degree of protection for personal protective equipment (PPE) due to the nature of the work. For those activities, N95

respirators or other PPE used under existing industry standards should continue to be used, as is defined in accordance with OSHA guidelines.

- Responsible Parties must ensure that staff and children/camper groupings are as static as possible by having the same group of children/campers stay with the same staff whenever and wherever possible. Group size should be as small as possible but must be limited to no more than thirty-six (36) children or campers. While the maximum sized group can be up to 36 children, programs must still follow applicable regulations regarding group sizes and staff/child ratios. The restriction on group size does not include staff providing supervision for children/campers.
  - Responsible Parties must limit groups to 36 or fewer children/campers, excluding staff, in a specific area (e.g. room) at any given time whenever possible.
  - Responsible Parties must ensure that different stable groups of up to 36 children/campers have no or minimal contact with one another and avoid utilizing common spaces at the same time, to the greatest extent possible.
  - Responsible Parties should maintain a staffing plan that does not require staff to “float” between different classrooms or stable groups of children, unless such rotation is necessary to safely supervise the children/campers.
  - If Responsible Parties allocate time for children/campers to rest during the day (e.g. nap time), Responsible Parties should place children/campers at least six feet apart and head-to-toe for the duration of rest, when feasible.
- Responsible Parties may modify the use and/or restrict the number of work areas and seating areas for their staff, so that individuals who are not fully vaccinated are at least six feet apart in all directions (e.g. side-to-side and when facing one another) and are not sharing work areas without cleaning and disinfection between use. When distancing is not feasible between work areas, Responsible Parties must provide and require the use of face coverings for individuals who are not fully vaccinated and may consider the use of physical barriers in areas where they would not affect supervision, air flow, heating, cooling, ventilation, fire safety or egress.
- If used, physical barriers should be put in place in accordance with [OSHA guidelines](#).
- Physical barrier options may include strip curtains, cubicles, or other fire-resistant impermeable dividers or partitions.
- Shared workstations (e.g. “hot-desks”) must be cleaned and disinfected between users.
- Responsible Parties should prohibit the use of small spaces (e.g. supply closets, storage areas, vehicles, kitchens, or restrooms) by more than one staff member who is not fully vaccinated at a time, unless all unvaccinated staff in such space at the same time are wearing acceptable face coverings.
- Responsible Parties should increase ventilation with outdoor air to the greatest extent possible, unless such air circulation poses a safety or health risk (e.g. allowing pollens in or exacerbating asthma symptoms) to children or campers using the facility.
- Responsible Parties should put in place measures to reduce bi-directional foot traffic where feasible.
- Responsible Parties should put in place measures for child/camper drop-off and pick-up procedures to allow for strict social distancing of six feet between parents/guardians and staff.

- Parents/guardians should remain in the facility the minimum amount of time necessary for drop-off or pick-up of children, and for any other reason, and should not be allowed to remain in the facility unless their presence is required for the work of the child care or children’s camp facility.
- Responsible Parties must post signs throughout the site, consistent with DOH COVID-19 signage. Responsible Parties can develop their own customized signage specific to their workplace or setting, provided that such signage is consistent with DOH signage. Signage should be used to remind individuals to:
  - Cover their nose and mouth with a mask or cloth face-covering.
  - Properly store and, when necessary, discard PPE.
  - Adhere to physical distancing instructions.
  - Report symptoms of or exposure to COVID-19, and how they should do so.
  - Follow hand hygiene and cleaning and disinfection guidelines.
  - Follow appropriate respiratory hygiene and cough etiquette.

## B. Caring for Young Children or Children with Disabilities

- Recognizing that maintaining social distancing is not possible when caring for young children or some children with disabilities, Responsible Parties must implement precautionary measures for their unvaccinated staff who are taking care of such young children and campers during the COVID-19 outbreak, including:
  - Frequent and thorough hand hygiene for both staff and children/campers.
  - Staff may consider wearing an over-large button-down, long sleeved shirt or smock and putting long hair up off the collar in a ponytail or other updo. Shirts and smocks should be washed or laundered after use or whenever soiled.
  - When soiled with a child’s secretions (including drool), staff should change the button-down shirt or smock and wash anywhere that met a child’s secretions (e.g. neck or hands).
  - Whenever a child is soiled with secretions, change the child’s clothes and, as necessary, clean the child (e.g. wash hands or arms).
    - Children in child care or day camp programs should have multiple changes of clothes on hand in the program facility or area. Responsible Parties should make efforts to have spare changes of clothes for children who either do not have extra clothes or have used their extra clothes, as practicable.
    - Contaminated clothes should be placed in a plastic bag and sent home for laundering, or where applicable, washed on premises.
  - When diapering/aiding with toileting, wear gloves, wash hands (staff and child), and follow cleaning and disinfection steps between each child.
    - Reference CDC guidelines, “Supplemental Guidance for Child Care” for additional information.
- If possible, wear a clear mask when caring for children/campers with disabilities (not a face shield).

### C. Child Care Program and Camp Activities

- Responsible Parties should prioritize program activities that maximize social distancing (i.e. minimal person-to-person contact) at all child care and camp program facilities and areas.
- For pool and aquatic activities, Responsible Parties must:
  - Ensure face coverings are not worn while in the water;
  - Responsible Parties may allow staff who are not fully vaccinated and providing supervision of children/campers to wear a mask in shallow water (e.g. water less than waist deep) when the mask is not expected to get wet. The Responsible Party must educate the staff on the risks of a mask becoming wet prior to them wearing a mask in the water. A second face covering must be available for use in the event that the first face covering gets wet and becomes unusable. Keep stable groups of children/campers separated from other stable groups and limit swimming sessions to single stable groups of children/campers whenever feasible;
  - Encourage water activities where staff can safely supervise older children/campers in the water without being in the water themselves versus activities which require staff to be in the water with children/campers;
  - Ensure appropriate social distancing is maintained between children/campers/staff who are not fully vaccinated when feasible; and
  - Enhance cleaning and disinfection protocols.
    - Reference CDC guidelines, [“Considerations for Public Pools, Hot Tubs, and Water Playgrounds During COVID-19”](#) for additional information.
- For sport and athletic activities, Responsible Parties must:
  - Keep stable groups that include unvaccinated children/campers separated by at least 6 feet between the groups during activities;
  - Focus on activities with lower and moderate risk contact (e.g. running or hiking) as identified in the DOH guidance [“Interim Guidance for Sports and Recreation;”](#) and
    - Encourage sports that involve less physical contact or less shared equipment and gear that cannot be cleaned and disinfected between uses.
    - Encourage activities that are lower risk, such as individual or small group skill-building and conditioning over those that may result in closer, higher-risk contact.
  - Ensure that activities with close contact or shared equipment are only held within stable groups of children/campers.
  - Ensure that **indoor** activities/sports are not permitted if they involve less than six feet distance between individuals who are not fully vaccinated and face coverings cannot be worn/tolerated based on the nature of the activity.
  - Enhance cleaning and disinfection protocols.
    - Reference CDC guidelines, [“Considerations for Youth Sports”](#) for additional information.
- For meals and snacks, Responsible Parties must:
  - Serve individual portions to children/campers and staff;

- Prohibit shared food and beverages among children/campers and/or staff;
- Keep stable groups of children/campers separated;
- Consider staggering mealtimes to reduce occupancy within an indoor space or congregation within an outdoor area;
- Separate tables with seating at least six feet apart from other tables; and
- Separate seating for all children/campers and staff who are not fully vaccinated, including those within stable groups, by at least six feet when feasible.
- For excursions and trips, Responsible Parties must discourage excursions away from child care or children's camp programs (e.g., field trips) to public settings where children/campers and staff are likely to come in contact with people who are not fully vaccinated or activities with other child cares or camps. Examples of acceptable trips may include hiking and rental/use of a facility in its entirety.
  - However, if transportation occurs, Responsible Parties must make all reasonable efforts to maintain stable groups of children/campers in vehicles.
    - Stable groups must maintain six-foot separation from other stable groups.
    - In any situation where groups of children/campers are transported outside their stable groups (e.g. to or from camp), the Responsible Parties must ensure that seating of individuals, including the staff and children/campers, is arranged in a manner that maximizes the distance between individuals who are not fully vaccinated, except for transportation to and from the camp for individuals who reside together (e.g. siblings).
    - Responsible Parties must ensure that all individuals who are not fully vaccinated, including the driver, staff, and children/campers who are age two and older and able to medically tolerate a face covering, are wearing face coverings.
    - Responsible Parties should ensure that when children/campers are boarding the vehicle, they are occupying seats from back to front, where feasible.
    - Responsible Parties should increase ventilation, when weather permits, within any vehicle (e.g. opening the top hatches of buses or opening windows) within the discretion of the driver or program operator/manager.
    - Responsible Parties must assure that bus operators perform regular transportation cleaning and disinfection measures.
    - Responsible Parties must train children/campers and staff prior to boarding regarding social distancing on the bus, and at unloading times.
- On rainy days or inclement weather, Responsible Parties should consider setting program or activity capacity that allows for appropriate social distancing between stable groups of children/campers, when, due to the weather, groups must remain indoors or under shelters (e.g. park pavilions).

#### D. Gatherings in Enclosed Spaces

- Responsible Parties should limit occupancy of enclosed spaces and gatherings to a stable group of children/campers and staff if they are not fully vaccinated whenever possible.
- Responsible Parties must take reasonable steps to ensure the separation of different stable groups.

- Responsible Parties must ensure that different stable groups remain socially distanced from one another and should, to the greatest extent possible, avoid using common spaces at the same time.
  - Large indoor spaces such as cafeterias and gymnasiums may be utilized by multiple stable groups when the space is configured to have separate and distinct areas for each stable group that maintains at least 6 feet from other groups.
  - The maximum occupancy of any indoor area shall be limited to the capacity set by the licensing standards for the child care program or the certificate of occupancy for camp inclusive of staff and children/campers.
  - In addition to face coverings, physical barriers may be used in areas where they would not affect supervision, air flow, heating, cooling, ventilation, fire safety or egress.
    - If used, physical barriers should be put in place in accordance with OSHA guidelines.
    - Physical barrier options may include strip curtains, cubicles, or other fire-resistant impermeable dividers or partitions.
- Ensure ventilation systems operate properly and increase circulation of outdoor air as much as possible, for example, by opening windows and doors. Do not open windows and doors if doing so poses a safety or health risk (e.g. risk of falling or triggering asthma symptoms) to children/campers using the facility.
- Responsible Parties may also consider adopting additional ventilation and air filtration mitigation protocols per CDC and ASHRAE recommendations, particularly for buildings older than 15 years.
- Responsible Parties must limit in-person staff gatherings (e.g. breaks, meetings) involving individuals who are not fully vaccinated to the greatest extent possible and use other methods such as video or teleconferencing whenever possible, per CDC guidance “Guidance for Businesses and Employers to Plan and Respond to Coronavirus Disease 2019 (COVID-19)”.
  - When videoconferencing or teleconferencing is not possible, Responsible Parties should hold staff meetings in open, well-ventilated spaces and ensure that individuals maintain six feet of social distance between one another (e.g. if there are chairs, leave space between chairs, have individuals sit in alternating chairs).
- Responsible Parties should keep in-person staff meetings brief and minimize the number of participants who are not fully vaccinated while adhering to social distancing rules.
- Responsible Parties should encourage social distancing by limiting occupancy or closing non-essential amenities and communal areas (e.g. gaming areas, computer rooms, vending machines, lounges) that do not allow for social distancing protocols. If open, Responsible Parties must clean and disinfect any areas between use and make hand sanitizer or disinfecting wipes available next to equipment near such amenities (e.g. vending machines, communal coffee stations).
- Responsible Parties must put in place practices for adequate social distancing in small areas, such as restrooms and breakrooms, and signage and systems (e.g. flagging when occupied) to restrict occupancy when social distancing cannot be maintained in such areas; and
- Responsible Parties should stagger schedules for their staff to observe social distancing (i.e., six feet of space) for any gathering (e.g. coffee breaks, meals, and shift starts/stops).

## E. Workplace Activity

- Responsible Parties must take measures to reduce interpersonal contact and congregation of staff who are not fully vaccinated, through methods such as:
  - shifting design (e.g. A/B teams, staggered arrival/departure times);
  - prioritizing tasks that allow for social distancing (e.g. smaller team/classroom activities) over those that do not (e.g. activities that involve multiple teams or different groups of children); and/or
  - avoiding multiple child care or children’s camp teams working in one area by staggering scheduled tasks and using signs to indicate occupied areas.

## F. Movement and Commerce

- Responsible Parties must prohibit non-essential visitors, who are not fully vaccinated, on site except under emergency circumstances. Responsible Parties may allow individuals on site for programming/activities when following appropriate social distancing and COVID-19 guidance requirements.
- Vendors providing essential services to children, such as early intervention providers, are considered essential visitors and should be allowed on site.
- Responsible Parties must establish designated areas for pickups and deliveries, limiting contact to the extent possible.
  - Responsible Parties must ensure staff practice hand hygiene before and after transferring a delivery (e.g. practice hand hygiene before starting to load items; and once all items have been loaded, finish by practicing hand hygiene again).
- Responsible Parties should limit on-site interactions (e.g. designate areas for staff leaving their shifts and a separate area for staff starting their shifts, designate an ingress and egress for parents/guardians/caregivers dropping off/picking up their child) and movements (e.g. staff should remain near their designated areas as often as possible).
- Where feasible, Responsible Parties should limit the number of entrances to (1) manage the flow of people into the facility and (2) facilitate health screenings, as described below, while maintaining compliance with fire and other safety regulations.
  - Develop a plan for people to maintain six feet of social distance while waiting inside or outside of the facility or site for screening, as applicable.

## II. PLACES

### A. Protective Equipment

- In addition to the necessary PPE as required for certain child care and day camp activities, Responsible Parties must procure, fashion, or otherwise obtain acceptable face coverings, and provide such coverings to their staff while at work at no cost to the staff member.
- An adequate supply of face coverings, masks and other required PPE should be on hand in the event children/campers or staff members need a replacement. Acceptable face coverings include, but are not limited to, cloth (no bandanas, buffs), surgical masks, and N95 respirators.
  - Responsible Parties must work with any entities with which they have contracted to agree upon who will provide PPE to contractors or vendors who are physically present on site.



- Face coverings must be cleaned or replaced after use and may not be shared. Please consult the [CDC guidance](#) for additional information on cloth face coverings and other types of PPE well as instructions on use and cleaning.
- Responsible Parties must allow their staff to use their own acceptable face coverings but cannot require their staff to supply their own face coverings. Further, this guidance shall not prevent staff from wearing their personally owned additional protective coverings (e.g. surgical masks, cloth face covering, N95 respirators, or face shields), or if the Responsible Parties otherwise requires staff to wear more protective PPE due to the nature of their work. Employers should comply with all applicable OSHA standards.
- Responsible Parties must train their staff on how to adequately put on, take off, clean (as applicable), and discard PPE, including but not limited to, appropriate face coverings.
- Responsible Parties must put in place reasonable measures to limit the sharing of objects, such as electronic equipment, arts and craft materials, touchscreens, as well as the touching of shared surfaces; or, require staff to wear gloves (trade-appropriate or medical) when in contact with shared objects or frequently touched surfaces; or, require staff and children/campers to practice hand hygiene before and after contact.
- Responsible Parties should consider installing physical barriers at reception and security desks.
  - As mentioned above, physical barriers should be put in place with accordance with OSHA guidelines.

### C. Hygiene, Cleaning, and Disinfection

- Responsible Parties must ensure adherence to hygiene and cleaning and disinfection requirements as advised by the CDC and DOH, including “[Public and Private Facilities Cleaning and Disinfection Guidance](#),” and the “[STOP THE SPREAD](#)” poster, as applicable. Responsible Parties must maintain logs that include the date, time, and scope of cleaning and disinfection.
- Staff and children/campers must perform hand hygiene immediately upon entering the program.
- Responsible Parties must provide and maintain hand hygiene stations on site, as follows:
  - For handwashing: soap, running warm water, and disposable paper towels.
  - For hand sanitizing: an alcohol-based hand sanitizer containing at least 60% alcohol for areas where handwashing facilities may not be available or practical.
  - Make hand sanitizer available throughout common areas on site. It should be placed in convenient locations, such as at entrances, exits, elevators, and security/reception desks.
- Responsible Parties should place signage near hand sanitizer stations indicating that visibly soiled hands should be washed with soap and water; hand sanitizer is not effective on visibly soiled hands.
- Responsible Parties should place receptacles around the facility for disposal of soiled items, including PPE.
- Responsible Parties must require children and staff to practice hand hygiene and require supervision of young children/campers:
  - Upon arrival to the first program activity;
  - Between all program activities;

- After using the restroom;
- Before eating; and,
- Before departing the last program activity.
- Responsible Parties must provide appropriate cleaning and disinfection supplies for shared and frequently touched surfaces (e.g. door handles, multi-seat strollers, handrails, toys, art supplies, areas where children eat) and encourage their staff to use these supplies following manufacturer's instructions for use before and after use of these surfaces, followed by hand hygiene.
- Responsible Parties must conduct regular cleaning and disinfection of the site and more frequent cleaning and disinfection for high risk areas (e.g. common areas, doorknobs, handrails, bathrooms, kitchens) used by many individuals and for frequently touched surfaces. Cleaning and disinfection must be rigorous and ongoing and should occur at least after each shift, daily, or more frequently as needed. Please refer to DOH's "[Public and Private Facilities Cleaning and Disinfection Guidance](#)" for detailed instructions on how to clean and disinfect facilities.
  - Responsible Parties must ensure regular cleaning and disinfection of restrooms. Restrooms should be cleaned and disinfected more often depending on frequency of use.
    - Responsible Parties must ensure distancing rules are adhered to by using signage, occupied markers, or other methods to reduce restroom capacity where feasible.
  - Responsible Parties must ensure that equipment and toys are regularly cleaned and disinfected using registered disinfectants. Please consult [NYS Office of Children and Family Services Cleaning and Sanitizing - Understanding Recent Changes to Bleach Concentrations](#) for appropriate sanitizing and disinfection dose information and the [Department of Environmental Conservation's \(DEC\) list of products](#) registered in New York State and identified by the EPA as effective against COVID-19.
  - Responsible Parties must implement measures that limit children/campers from using shared toys that cannot be cleaned and sanitized (e.g. soft toys, dress-up clothes, puppets).
    - Responsible parties must strongly encourage children not to bring in toys from home. Should a toy from home be brought to the child care or children's camp facility, Responsible Parties must ensure that children do not share the toy with others.
  - Responsible Parties must implement measures to limit sharing of personal items between children/campers by keeping each child's or camper's belongings separated from others', in individually labeled containers or areas, and must ensure they are taken home and cleaned and disinfected regularly, as possible.
  - For child care or day camp programs that offer a rest period (e.g., nap) for children or campers, Responsible Parties must make individual clean bed coverings available for each child/camper requiring a rest period. Bedding, which is the removable and washable portion of the sleeping environment, must not be shared between children unless cleaned and disinfected. Sleeping surfaces, including bedding, must not come in contact with the sleeping surfaces of another child's rest equipment during storage. Mats and cots must be stored so that the sleeping surfaces do not touch when stacked.
  - If cleaning and disinfection products or the act of cleaning and disinfecting causes safety hazards or degrades the material or electronics, Responsible Parties must put in place hand hygiene stations between use and/or supply disposable gloves and/or limitations on the number of staff using such material or electronics.

- Responsible Parties must provide for the cleaning and disinfection of exposed areas in the event an individual is confirmed to have a positive case of COVID-19, with such cleaning and disinfection to include, at a minimum, all heavy transit areas and high-touch surfaces (e.g. dining areas, handrails, door handles, vending machines, communal coffee stations).
- CDC guidelines on “[Cleaning and Disinfecting Your Facility](#)” if someone is suspected or confirmed to have COVID-19 are as follows:
  - Close off areas used by the person suspected or confirmed to have COVID-19.
    - Affected areas need to be closed off and cleaned and disinfected.
    - Shared building spaces used by the individual must also be shut down, cleaned and disinfected (e.g. elevators, lobbies, outdoor common space).
  - Open outside doors and windows to increase air circulation in the area, to the extent practicable while maintaining all health and safety standards.
  - Wait 24 hours before you clean or disinfect. If 24 hours is not feasible, wait as long as possible.
  - Clean and disinfect all areas used by the person suspected or confirmed to have COVID-19, such as offices, bathrooms, common areas, and shared equipment.
  - Once the area has been appropriately cleaned and disinfected, it can be reopened for use.
    - Staff without close or proximate contact with the person suspected or confirmed to have COVID-19 can return to the work area immediately after cleaning and disinfection.
    - Consult with local health department for information on “close or proximate” contacts.
  - If more than seven days have passed since the person suspected or confirmed to have COVID-19 visited or used the facility, additional cleaning and disinfection is not necessary, but routine cleaning and disinfection should continue.
- Responsible Parties must prohibit shared food and beverages among staff (e.g. self-serve meals and beverages). If the staff eat separately from the children, Responsible Parties should encourage staff to bring lunch from home, and reserve adequate space for staff to observe social distancing while eating meals.

#### D. Phased Reopening

- Responsible Parties are encouraged to phase-in reopening activities so as to allow for operational issues to be resolved before production or work activities return to normal levels. Responsible Parties should consider limiting the number of staff hours, and number of children/campers available to be served when first reopening so as to provide operations with the ability to adjust to the changes.
- Responsible Parties should monitor staff absenteeism and have a roster of trained back-up staff, as practicable.

#### E. Communications Plan

- Responsible Parties must affirm that they have reviewed and understand the state-issued industry guidelines, and that they will implement them.
- Responsible Parties must train all staff on the applicable precautions and policies contained within this guidance either remotely or in-person, using appropriate social distancing and requiring face coverings for all participants.

- Responsible Parties should train staff on how to support children’s development of good public and individual health behaviors to prevent the spread of COVID-19, including hand hygiene and social distancing.
- Responsible Parties should designate a staff person to be responsible for responding to COVID-19 concerns. Staff and parent/guardians should know who this person is and how to contact them.
- Responsible Parties should develop a communications plan for staff, parents/guardians and children/campers that includes applicable instructions, training, signage, and a consistent means to provide staff with information. Responsible Parties may consider developing webpages, text and email groups, and social media as part of their communications plan.
- Responsible Parties should encourage individuals to adhere to CDC and DOH guidance regarding the use of PPE, specifically face coverings, through verbal communication and signage, as appropriate.
- Responsible Parties should post signage inside and outside of the facility to remind individuals to adhere to proper hygiene, social distancing rules, appropriate use of PPE, and cleaning and disinfection protocols.

### III. PROCESSES

#### A. Screening

- Responsible Parties must collect COVID-19 vaccination status, including date(s) for staff and children, and collect documentation of vaccinations for review by health department or OCFS staff as needed.
- Responsible Parties must instruct staff and children/campers to stay home if they or any member of their household are sick or show any symptoms of COVID-19 and/or do not otherwise pass pre-screening.
  - Staff and parents/guardians must look out for signs and symptoms of COVID-19 in children/campers.
- Responsible Parties must implement mandatory daily health screening practices of their staff and visitors, such as parents/guardians, contractors, or vendors. Screening is also mandatory for children/campers, either directly or through their parent/guardian.
  - Screening practices may be performed remotely (e.g. by telephone or electronic survey), before the individual reports to the child care or children’s camp program, to the extent possible; or may be performed on site.
    - For children/campers arriving to a program via bus transportation and for staff who provide supervision on the bus, screening must be completed prior to boarding the bus, where feasible.
  - Screening should be coordinated to prevent individuals from intermingling in close or proximate contact with each other prior to completion of the screening.
  - At a minimum, screening must include temperature checks and be completed using a questionnaire that determines whether the individual has:
    - (a) knowingly been in close or proximate contact in the past 10 days with anyone who has tested positive through a diagnostic test for COVID 19 or who has or had symptoms of COVID-19;

- Exception: Responsible Parties may allow asymptomatic staff and children/campers to attend a day care or a children’s camp if the staff/child/camper is fully vaccinated or has recovered from laboratory confirmed COVID-19 in the previous 3 months and has not been placed on quarantine.
  - (b) tested positive through a diagnostic test for COVID-19 in the past 10 days;
  - (c) experienced any symptoms of COVID-19 including a temperature of greater than 100.4°F in the past 10 days and/or
  - (d) has traveled within the past 10 days and not complied with requirements of the [New York State Travel Advisory](#).
- Refer to CDC guidance on “[Symptoms of Coronavirus](#),” for the most up to date information on symptoms associated with COVID-19.
    - Responsible Parties must require staff to make visual inspections of children/campers, throughout the day, for signs of potential COVID-19 illness which could include flushed cheeks, rapid breathing or difficulty breathing (without recent physical activity), fatigue, or extreme fussiness.
  - Temperature checks should occur per U.S. Equal Employment Opportunity Commission or DOH guidelines. Responsible Parties are prohibited from keeping records of staff health data (e.g. the specific temperature data of an individual), but are permitted to maintain records that confirm individuals were screened and the result of such screening (e.g. pass/fail, cleared/not cleared).
  - Responsible Parties must ensure that any personnel performing screening activities, including temperature checks, are appropriately protected from exposure to potentially infectious individuals seeking to enter the site. Personnel performing screening activities should be trained by employer-identified individuals who are familiar with CDC, DOH, and OSHA protocols.
  - Screeners should be provided and use PPE, including at a minimum, a face mask, and may include gloves, a gown, and/or a face shield.
  - Any staff, parent/guardian, or child/camper who screens positive for or exhibits symptoms of COVID-19 or a temperature of greater than or equal to 100.4°F must not be allowed to enter the facility or area, and must be sent home with instructions to contact their healthcare provider for assessment and testing.
    - Children or campers who are being sent home because of a positive screen (e.g. onset of COVID-19 symptoms) must be immediately separated from other children or campers and supervised until their parent/guardian or emergency contact can retrieve them from the program facility or area.
    - Responsible Parties should provide such individuals with information on healthcare and testing resources.
    - Responsible Parties must immediately notify the state and local health department about the case if test results are positive for COVID-19.
  - Responsible Parties should consult with their local health department regarding protocols and policies for staff, parents/guardians, or children/campers seeking to return to work or the site after a suspected or confirmed case of COVID-19 or after such person has had close or proximate contact with a person suspected or confirmed with COVID-19.
  - Responsible Parties must designate a central point of contact, which may vary by activity, location, shift or day, responsible for receiving and attesting to having reviewed all questionnaires, with such contact

also identified as the party for individuals to inform if they later are experiencing COVID-19 related symptoms, as noted on the questionnaire.

- Identified point of contact for the site should be prepared to receive notifications of suspected or positive cases and initiate the respective cleaning and disinfection procedures.
- Responsible Parties must designate a site safety monitor whose responsibilities include continuous compliance with all aspects of the site safety plan, for staff.
- Responsible Parties must maintain a log of every person, including staff, parents/guardians, children, and any essential visitors who may have close or proximate contact with other individuals at the work site or area; excluding deliveries that are performed with appropriate PPE or through contactless means. Log should contain contact information, such that all contacts may be identified, traced and notified in the event a parent/guardian, child, staff, or visitor is diagnosed with COVID-19. Responsible Parties must cooperate with state and local health department contact tracing efforts.
  - In the event that a parent/guardian or other household member of a child/camper in the child care or children's camp program must be isolated because they have tested positive for, or exhibited symptoms of, COVID-19, Responsible Parties must advise the parent/guardian or other household member that they cannot enter the site for any reason, including picking up their child.
  - If the parent/guardian – who is a member of the same household as the child/camper – is exhibiting signs of COVID-19 or has been tested and is positive for the virus, Responsible Parties must utilize an alternate parent/guardian or emergency contact authorized by the parent to come pick up the child. As a “close contact,” the child/camper must not return to the child care or children's camp for the duration of the quarantine.
  - If the parent/guardian – who is a member of the same household as the child/camper – is under a quarantine order from the local health department, without symptoms or a positive test, Responsible Parties must utilize an alternate parent/guardian or emergency contact authorized by the parent to come pick up the child. As a “contact of a contact,” the child/camper may return to the child care or children's camp during the duration of the quarantine.
  - If a child/camper or their household member becomes symptomatic for COVID-19 and/or tests positive for COVID-19, the child must quarantine in accordance with local health department guidance and may not return or attend the child care or children's camp program until after quarantine is complete.

## B. Tracing and Tracking

- Responsible Parties must notify the state and local health department immediately upon being informed of any positive COVID-19 test result by a staff member or child/camper at their site.
- Responsible Parties must designate a site safety monitor whose responsibilities include continuous compliance with all aspects of the site safety plan.
- Responsible Parties must design and implement policies to prepare for a positive staff or child/camper that includes at a minimum the following:
  - Records of staff, children/campers, and their respective cohort or stable groups, that can be provided to a local health department in a rapid manner.
  - Designated isolation area for individuals who test positive for COVID-19 with adequate supply of PPE.

- Detailed attendance logs such that Responsible Parties may readily assist in identifying close and proximate contacts, as well as any areas occupied by an ill individual.
- Should a staff member or child/camper test positive for COVID-19, the Responsible Parties must cooperate with the state and local health department as required to trace all close and proximate contacts of the case dating back to 48 hours before the case first began experiencing COVID-19 symptoms or tested positive, whichever is earlier. Responsible Parties in child care settings must immediately notify the parents of children in care and OCFS upon learning of a positive test for COVID-19. Confidentiality must be maintained as required by federal and state law and regulations.
- State and local health departments may, under their legal authority, implement monitoring and movement restrictions of infected or exposed persons including home isolation or quarantine.
- Individuals who are alerted by a health department that they are designated as having close contact with a person with COVID-19 are required to self-report to the child care or children's camp owner/operator/manager at the time of alert and shall follow the protocol referenced above.

## IV. EMPLOYER PLANS

Responsible Parties must conspicuously post completed COVID-19 safety plans on site for staff. The State has made available a business reopening safety plan template to guide business owners and operators in developing plans to protect against the spread of COVID-19.

**Additional safety information, guidelines, and resources are available at:**

New York State Department of Health Novel Coronavirus (COVID-19) Website  
<https://coronavirus.health.ny.gov/>

Centers for Disease Control and Prevention Coronavirus (COVID-19) Website  
<https://www.cdc.gov/coronavirus/2019-ncov/index.html>

Occupational Safety and Health Administration COVID-19 Website  
<https://www.osha.gov/SLTC/covid-19/>

New York State Office of Children and Family Services COVID-19 Website  
<https://ocfs.ny.gov/programs/childcare/#COVID19>

**[At the link below, affirm that you have read and understand your obligation to operate in accordance with this guidance:](https://forms.ny.gov/s3/ny-forward-affirmation)**

<https://forms.ny.gov/s3/ny-forward-affirmation>

## V. Additional Guidance for Overnight Camps

**Responsible Parties for both regulated and unregulated overnight programs for children must comply with the following in addition to the guidance above.**

## I. PEOPLE

### A. Physical Distancing

- Responsible Parties must take into account the single stable group occupancy criteria for sleeping rooms/areas and quarantine/isolation needs within the guidance when determining the overall property specific capacity.
  - Additional bed space must be reserved to accommodate individuals who are displaying signs or symptoms of COVID-19 or determined to be a contact with a positive case that requires quarantine; this also applies to having separate toilet and bathroom facilities, unless procedures for cleaning and disinfection between each use is in place.
- Responsible Parties must ensure all travel guidelines in place at the time of staff and camper arrival are followed.
- Responsible Parties must restrict camper attendance to:
  - those who can demonstrate the ability to be picked up within 24 hours of notification of quarantine or isolation, using private transportation by someone who will be living with the camper; or
  - those whose parents/guardians have agreed for the Responsible Parties to provide individual onsite quarantine/isolation and supervision for the camper, if needed.
    - When camper quarantine/isolation will occur onsite for more than 24 hours, bed space must be reserved to accommodate staff and campers' individual quarantine/isolation; this also applies to having separate toilet and bathroom facilities, unless procedures for cleaning and disinfection between each use is in place.
    - Campers will be required to quarantine/isolate onsite in accordance with applicable guidelines for the duration of their quarantine/isolation unless private transportation can be arranged.
    - Responsible Parties must plan for additional staff that may be required to provide supervision of campers in quarantine/isolation and individual quarantines/isolations that may extend beyond the camper's registered session or the camp season.
- Campers or staff displaying signs or symptoms of COVID-19 must be separated from other campers/staff and receive a diagnostic test within 24 hours. For campers, diagnostic testing may either be arranged by the camp or by the parent or guardian within the 24 hours.
- Campers or staff who test positive for COVID-19 must be isolated from other campers/staff. Campers and staff who are determined to be contacts of a case must be quarantined from other campers/staff outside their stable group.
  - Campers who cannot be picked up by parents/guardians within 24 hours of notification must be quarantined/isolated individually onsite with proper supervision at all times.
  - Arrangements must be made for staff to complete required isolation including all necessary accommodations (meals, access to healthcare, etc.).
  - Asymptomatic individuals who are fully vaccinated or have recovered from laboratory confirmed COVID-19 in the previous 3 months who screen positive for COVID-19 exposure may remain at camp.



- Responsible Parties must prohibit non-essential visitors, who are not fully vaccinated, on site including volunteers, guests, individuals for activities, shows or performances, and parents/guardians except under emergency circumstances, to the extent possible.
- Responsible Parties must ensure that staff and camper cohorts remain as stable as possible by having the same group of campers stay with the same staff in “stable groups.” Group size should be as small as possible but must be limited to no more than thirty-six (36) campers. The restriction on group size does not include staff providing supervision for campers.
  - Responsible Parties should consider the impacts of a positive case, which will likely require all campers in a stable group to be sent home and all staff in the stable group to quarantine, when determining group size up to the limit of 36.
  - Responsible Parties must ensure that different stable groups of up to 36 campers have no or minimal contact with one another when utilizing common spaces at the same time, to the greatest extent possible.
  - Responsible Parties should develop staffing plan that assign staff to stable groups of campers. Unvaccinated staff should not “float” between different stable group of campers, unless such rotation is necessary to safely supervise the campers due to staffing breaks and unforeseen circumstances (e.g. staff absence).
    - Unvaccinated staff not assigned to supervise specific campers should be cohorted in as small a unit as possible based on their role (e.g. administrative staff, kitchen staff) and contacts with other staff at camp.
    - A daily roster of all staff and stable groups must be maintained onsite for contact tracing as needed.
  - In addition to allowances within this document for camper/staff who are not fully vaccinated to remove face coverings including during outdoor physical activities where face coverings cannot be tolerated, overnight camps may form a “camp household” allowing campers and staff who are not fully vaccinated within that stable group to remove face coverings when within six feet of each other and not with campers/staff from outside their camp household under the following conditions:
    - (a) after a ten-day consecutive period with no suspect or positive cases of COVID-19. Unvaccinated staff must receive weekly COVID-19 testing after mask use is discontinued within the stable group; or
    - (b) after negative COVID-19 diagnostic test for each person in the stable group collected three to five-days after start of camp session with no suspect or positive cases of COVID-19 in the stable group. Fully vaccinated asymptomatic campers/staff or those who recovered from laboratory confirmed COVID-19 in the previous 3 months can refrain from testing.
      - Unvaccinated staff must receive weekly COVID-19 testing after mask use is discontinued within the camp household.
      - Staff assigned to a stable group must resume mask use with each new group of campers.
      - A rapid test may be used to diagnose asymptomatic staff/campers; those testing negative can remove their mask within the camp household.

- (c) If a suspected or positive case of COVID-19 is identified at any time following the formation of a camp household, face covering use must resume within the camp household at all times for all quarantined staff/campers, except when exempted by this guidance.
- No campers or staff may leave their designated stable group except for essential activities such as a doctor's appointment or to obtain essential supplies. Whenever unvaccinated staff or campers circulate outside of the stable group for an essential activity, acceptable face coverings must be worn, and social distancing maintained to the extent possible.
- All staff on their days off should continue to adhere to social distancing and face covering requirements.
- Unvaccinated staff who go off site for nonessential activities or oversee multiple stable groups of campers (e.g. lifeguards, specialty staff) are required to undergo weekly COVID-19 testing. Unvaccinated staff that only go off site occasionally may receive COVID-19 testing three to five days after they return to camp in lieu of weekly testing.
- Responsible Parties must arrange sleeping areas (campers and staff) such that campers/staff are spaced a minimum of six feet apart in all directions.
  - Where beds are not spaced six feet apart, campers/staff must be in a head-to-toe orientation with a minimum distance between beds to maintain six feet separation from the heads of neighboring individuals in all directions (e.g. the diagonal distance between the edge of the beds where the head of an individual would rest).
  - Responsible Parties ensure that all campers and staff are sleeping or resting in a head-to-toe position to neighboring individuals.
  - Beds must be placed at least six feet away from aisles or walkways where possible.
  - Increase ventilation with outdoor air to the greatest extent possible (e.g. open windows, use window fans blowing outward).
  - The capacity of a room or sleeping area must be limited to one stable group of campers and supervising staff.
  - Barriers shall not be constructed, placed, or hung between beds as they may obstruct exits, restrict ventilation, and pose other fire safety hazards.
  - Tents with campers/staff who are not fully vaccinated should be limited to one occupant or occupants within a stable group who normally reside together (e.g. siblings). If occupied by multiple people within a stable group who do not normally reside together, a minimum distance of six feet between heads of neighboring individuals must be maintained in all directions.
  - Unvaccinated staff should be housed in smallest groups possible based on their role (e.g. administrative staff, kitchen staff) and contacts with other staff at camp.

## II. PROCESSES

### A. Screening and Testing

- Before Arrival at Camp:

- Responsible Parties must require and ensure that all campers and staff received a negative diagnostic test result for COVID-19 using a Food and Drug Administration (FDA) or DOH authorized polymerase chain reaction (PCR) or other nucleic acid amplification test (NAATs) of comparable analytical sensitivity performance that was performed on a specimen (e.g., swab) collected within 72 hours of arrival at the camp.
  - As an alternative to the testing requirement, campers and staff may provide proof of having completed the COVID-19 vaccination series at least 14 days prior to the date of arrival at camp or documentation of laboratory confirmed COVID-19 in the previous 3 months.
  - To minimize potential exposure, throughout the 10 days prior to camp arrival (including while waiting for PCR results) unvaccinated campers and staff should be monitored for symptoms of COVID-19, wear a face covering when in public, maintain social distancing, and should avoid extended periods in public, contact with strangers, and large congregate settings.
  - Responsible Parties are required to identify and establish partnerships with local providers and/or testing services that can accommodate testing needs in the event a camper or staff member becomes symptomatic after arrival. In such situations, it is preferable to have rapid testing available. Ability to test onsite is preferred.
  - Responsible Parties must instruct staff/campers to stay home if they are sick or show any symptoms of COVID-19 and direct staff/campers that do not pass pre-screening to not come to camp.
  - For campers arriving to a program via bus transportation and for staff who provide supervision on the bus, screening procedures must be completed, and documentation of a negative COVID-19 diagnostic test or proof of having completed the COVID-19 vaccination series at least 14 days prior to the date of arrival at camp or documentation of laboratory confirmed COVID-19 in the previous 3 months must be obtained prior to boarding the bus.
    - The camp program must prohibit campers, staff, and parents/guardians from entering the site, or boarding the bus to the site, if they are showing symptoms of COVID-19.
  - Responsible Parties must ensure all travel guidelines in place at the time of staff and camper arrival are followed.
- Upon Arrival at Camp or Prior to Boarding Buses for Transportation to Camp:
  - All staff and campers must present documentation of a negative COVID-19 diagnostic test performed within the last 72 hours or proof of having completed the COVID-19 vaccination series at least 14 days prior to the date of arrival at camp or documentation of laboratory confirmed COVID-19 in the previous 3 months.
  - Responsible Parties must keep documentation of COVID-19 vaccination status on file for all staff and campers at the camp for review by health department staff as needed.
  - All campers and staff must be screened for COVID-19.
    - Screening should be coordinated in a way that prevents any close or proximate contact between individuals.
    - At a minimum, screening must include temperature checks and be completed using a questionnaire that determines whether the individual has:

- (a) knowingly been in close or proximate contact in the past 10 days with anyone who has tested positive through a diagnostic test for COVID 19 or who has or had symptoms of COVID-19;
    - Exception: Responsible Parties may allow asymptomatic staff and children/campers to attend a children’s camp if the staff/child/camper is fully vaccinated or has recovered from laboratory confirmed COVID-19 in the previous 3 months and has not been placed on quarantine.
  - (b) tested positive through a diagnostic test for COVID-19 in the past 10 days;
  - (c) has experienced any symptoms of COVID-19 including a temperature of greater than 100.4°F in the past 10 days and/or
  - (d) has traveled within the past 10 days and not complied with requirements of the New York State Travel Advisory.
- Responsible Parties should require staff to immediately disclose if and when their responses to any of the aforementioned questions change, such as if they begin to experience symptoms.
  - Anyone who screens positive for or exhibits symptoms of COVID-19 or a temperature of greater than or equal to 100.4°F must not be allowed to board a bus, enter the facility or area, and must be sent home with instructions to contact their healthcare provider for assessment and testing.
- Responsible Parties must ensure that when providing transportation to the camp at least 6 feet of separation is maintained between all individuals that will be assigned to separate stable groups.
    - Responsible Parties must ensure that all individuals who are not fully vaccinated, including the driver, staff, and campers are wearing face coverings.
    - Responsible Parties should ensure that when campers are boarding the vehicle, they are occupying seats from back to front, where feasible.
    - Responsible Parties should increase ventilation, when weather permits, within any vehicle (e.g. opening the top hatches of buses or opening windows) within the discretion of the driver or program operator/manager.
- Throughout the Duration of Sessions:
    - Responsible Parties must implement daily health checks for COVID-19 of campers and staff consistent with HIPAA.
      - Staff must check camper temperatures (non-contact thermometers recommended) every morning and evening, and make visual inspections of campers throughout the day for signs of potential COVID-19 illness which could include flushed cheeks, rapid breathing or difficulty breathing (without recent physical activity), fatigue, or extreme fussiness.
      - Staff must complete temperature checks daily in the morning and evening and be instructed to report to the infirmary immediately if they are experiencing COVID-19 related symptoms or become aware of any potential exposures, as noted on the questionnaire.
      - Temperature checks should occur per U.S. Equal Employment Opportunity Commission or DOH guidelines.

- Daily temperature checks for campers and staff are recommended to occur prior to the individuals' breakfast and dinner.
- Refer to CDC guidance on "[Symptoms of Coronavirus](#)," for the most up to date information on symptoms associated with COVID-19.
- Anyone showing symptoms of or suspected of having COVID-19 or a temperature of greater than or equal to 100.4°F must immediately be separated from others, brought to the camp infirmary, and isolated.
- Responsible Parties must ensure that any personnel performing screening activities, including temperature checks, are appropriately protected from exposure to potentially infectious individuals seeking to enter the site. Personnel performing screening activities should be trained by employer identified individuals who are familiar with CDC, DOH, and OSHA protocols.
- Screeners should be provided and use PPE, including at a minimum, a face mask, and may include gloves, a gown, and/or a face shield. Responsible Parties must designate a central point of contact to ensure that daily health screenings are being conducted for staff and campers and who are notified in the event of a suspected or confirmed COVID-19 case.
  - The identified point of contact for the site should be prepared to receive notifications of suspected or positive cases and initiate the respective cleaning and disinfection procedures.
- Responsible Parties must designate a site safety monitor whose responsibilities include continuous compliance with all aspects of the site safety plan, for staff.
- To the extent possible, Responsible Parties should maintain a log of every person, including staff, campers, and any essential visitors who may have close or proximate contact with other individuals at the work site or area; excluding deliveries that are performed with appropriate PPE or through contactless means. Logs should contain contact information, such that all contacts may be identified, traced and notified in the event a staff member, camper or visitor is diagnosed with COVID-19. Responsible Parties must cooperate with state and local health department contact tracing efforts.

## B. Quarantine and Isolation:

- Staff and campers displaying signs or symptoms of COVID-19 must obtain a diagnostic test to determine the need for them and others (e.g. campers from the same stable group) to isolate or quarantine.
  - Responsible Parties must obtain parental consent to administer or obtain COVID-19 testing for a camper or affirmation that parents/guardians will pick up their child within 24 hours to obtain prompt testing and provide documentation of laboratory results back to the camp.
  - A rapid COVID-19 diagnostic test is acceptable for determining if a symptomatic person is positive with COVID-19.
- Staff and campers displaying signs or symptoms of COVID-19 must be immediately separated from others pending test results.
- Responsible Parties must ensure staff and campers who test positive for COVID-19 or are determined to be a contact of a person who tested positive for COVID-19 are isolated/quarantined in accordance with [applicable guidelines](#) and the following.
  - Exposed campers/staff within a stable group may quarantine together for the first 24 hours while campers are waiting to be picked up.

- Individual accommodations and proper supervision must be provided to campers who parents have agreed to individual onsite quarantine/isolation; this also applies to having separate toilet and bathroom facilities unless procedures for cleaning and disinfection between each use is in place.
- Campers will be required to quarantine/isolate onsite for the duration of their quarantine/isolation unless private transportation by someone who will be living with the camper can be arranged.
- Responsible Parties must plan for individual quarantines/isolations that may extend beyond the camper's registered session or the camp season.
- Responsible Parties must ensure that accommodations are provided on or offsite for the duration of staff isolation/quarantine period.
- Asymptomatic individuals who are fully vaccinated or have recovered from laboratory confirmed COVID-19 in the previous 3 months who screen positive for COVID-19 exposure do not require quarantine and may remain at camp.
- Responsible Parties must reassign the impacted staff member's duties to other staff in a manner that ensures continued supervision and health and safety of campers.
- Campers testing positive for COVID-19 or determined by the local health department to be a contact of a person diagnosed with COVID-19 and requiring quarantine (e.g. campers from a stable group) must be picked up by parents or guardians within 24 hours. Enrollment in camp must be limited to campers whose parents/guardians agree to be available and able to pick up campers upon 24-hours notice.
  - Contacts may include but not be limited to all campers and staff within the stable group of a positive case. Additional contacts may be determined by local health departments through contact tracing.
  - Asymptomatic individuals who are fully vaccinated or have recovered from laboratory confirmed COVID-19 in the previous 3 months who screen positive for COVID-19 exposure may remain at camp.
- Responsible Parties must provide written notification to parents/guardians prior to their child's enrollment regarding quarantine and isolation procedures including:
  - The need to be available to pick up campers within 24-hours and of COVID-19 testing requirements.
  - In the event that a parent/guardian who is a member of the same residence of a camper has tested positive for, or who is exhibiting symptoms of COVID-19, Responsible Parties must advise the parent/guardian that they cannot enter the site for any reason, including pick up of their child. Responsible Parties must utilize an alternate parent/guardian or authorized emergency contact to pick up the child.
- Campers who are being sent home because of a positive screening (e.g. onset of COVID-19 symptoms) must be immediately separated from other campers and supervised until their parent/guardian or emergency contact can pick them up from camp.
- Responsible Parties must immediately notify the state and local health department about the case if test results are positive for COVID-19.
- Responsible Parties should consult with their local health department regarding protocols and policies for staff, parents/guardians, or children/campers seeking to return to work or the site after a suspected or confirmed case of COVID-19 or after such person has had close or proximate contact with a person suspected or confirmed with COVID-19.

- If the camper is determined through health department contact tracing to have been a contact of someone with COVID-19 prior to their arrival at camp, they must be immediately separated and picked up within 24 hours (e.g., if a family member becomes symptomatic shortly after the child starts the overnight camp program).

### C. Tracing and Tracking

- Responsible Parties must notify the state and local health department immediately upon being informed of any positive COVID-19 test result involving a staff member or camper at their site.
- Responsible Parties must designate a site safety monitor whose responsibilities include continuous compliance with all aspects of the site safety plan.
- Responsible Parties should design and implement policies to prepare for a positive staff or camper that includes at a minimum the following:
  - Records of staff, campers, and their respective cohort or stable groups, that can be provided to a local health department in a rapid manner.
  - Records of staff and camper COVID-19 vaccination status, including dates of vaccination.
  - Designated isolation area for individuals who test positive for COVID-19 with adequate supply of PPE.
  - Detailed attendance logs such that Responsible Parties may readily assist in identifying close and proximate contacts, as well as any areas occupied by an ill individual.
- Should a staff member or camper test positive for COVID-19, Responsible Parties must cooperate with the state and local health department as required to trace all close and proximate contacts of the case, dating back to 48 hours before the case first began experiencing COVID-19 symptoms or tested positive, whichever is earlier. Confidentiality must be maintained as required by federal and state law and regulations.
- State and local health departments may, under their legal authority, implement monitoring and movement restrictions of infected or exposed persons including home isolation or quarantine.
- Individuals who are alerted by a health department that they are designated as having close contact with a person with COVID-19 are required to self-report to the camp owner/operator/manager at the time of alert and shall follow the protocol referenced above.