**Covid Safety Plan**

Taken from WorkSafeBC website

<http://www.worksafebv.com/en/resources/health-safety/checklist/covid-19-safetyplan?lang=en>

**First Level Protection (elimination): Limiting People & Physical Distancing**

List your control measures for maintaining physical distance:

* Controlled entrance into the building during check in.
* Floor decals for lining up at check in tables in the foyer.
* Chairs set up a minimum 6 ft apart.
* Children will be grouped into 5 cohorts and will remain with that group the entire week.
* Leaders will remain the same for each cohort for the entire week.
* All games and activities will be designed to keep distance throughout the camp time.
* Separate entrance and exit doors. One way traffic only.
* Limit on bathroom occupancy. Only same cohort members can use at the same time.

Sec**ond Level Protection (engineering): Barriers & Partitions**

Describe how barriers or partitions will be used:

* No barriers officially as cohorts will stay together and more than 6ft physical distance from other groups at all times.

**Third Level Protection (administrative): Rules & Guidelines**

List the rules and guidelines that everyone has to follow:

* All camp participants will pre-register so we have updated contact information and can put a limit on the number of attendees.
* Only one adult permitted to drop off/pick up each day. That adult must be the same person each day.
* Families must line up outside the building, spaced 6ft apart, and only enter when signalled by the attendant.
* Parents will be asked to conduct a wellness check for their children at home and will again when checking in their children each morning. All camp volunteers will also conduct a wellness check before coming to camp each day.
* All participants (children & volunteer staff) are required to sanitize hands and have a temperature check before being checked in to camp. This check will occur each morning.
* Bathrooms can only be used by same cohort members.
* When needed, we will use single use products that can be discarded in the garbage after use.
* Each day, after camp, there will be a preliminary clean of each cohort’s area by group leaders. Each evening, a thorough cleaning will be done by our custodian.
* Hand sanitizer and regular handwashing will be mandatory. Children and leaders will sanitize their hands when entering and exiting the building.

**Fourth Level Protection: Using Masks**

Who will use masks?

* All persons over 12 years of age will wear a mask while indoors. Masks will be worn at all times in the building without exception. For children under 12 years old, wearing a mask will be basked on their family/caregiver’s personal choice.

**Cleaning & Hygiene Practices**

* Hand sanitized will be used by everyone when they come and leave.
* All high touch areas, including group tables/chairs/supplies will be wiped down each afternoon by volunteer staff.
* Our custodian will also do an additional proper cleaning of the entire space each evening.
* Hand sanitizing stations will be in every area and easily accessible to everyone.
* Regular handwashing will be encouraged by volunteer staff. Group leaders will ensure children wash their hands before and after food breaks.

**Develop Policies**

* We will have a forehead temperature reader at check in to make sure no one is sick. Anyone with a temperature above 100 degrees will not be admitted to camp.
* If anyone feels sick or shows signs of illness, they will be removed from their group and parents will be immediately contacted for pick up.
* If anyone has travelled outside the country or province in the 14 days prior to camp, they will not be able to attend.
* The above policies apply to both participants and volunteer staff.

**Develop Communication Plans & Training**

* Prior to camp, all volunteer staff will receive training on our Covid Safety Plan. They will understand policies and protocols relating to this plan.
* Communication with parents will be via email regarding our Covid Safety Plan.
* Parents will be required to provide a contact number in the event that we need to reach them quickly by phone.
* Lisa Grant (Camp Director) will be the primary contact for parents’ questions & concerns.
* All children attending camp will be instructed in how to be safe at camp on the first day and will receive regular reminders from their cohort leaders.

**Monitor Your Workplace and Update Plans as Necessary:**

* After each day of camp, our leaders will get together to discuss any concerns or ideas on how we can make the next day even safer.
* Lisa Grant (Children’s Director) will also consult Pastor Dave and the board on everything and will take advice from them when needed.

**Assess & Address Risks from Resuming Operations:**

* Volunteer Staff will be re-trained on what is required of them for resuming in person Summer Kids Camp.