Day Camps – Phase Two

These guidelines are intended to apply to daytime programs offering supervised educational, recreational, and sporting activities for children.

What is required of my business during Phase Two of Reopening?

- All businesses or facilities open to the public shall post conspicuous signage at all public entrances in accordance with Public Health Order 4. A template of the required signage can be found at [https://asafenashville.org/business-toolkit](https://asafenashville.org/business-toolkit).
- Encourage everyone inside your establishment to observe CDC Guidelines for social distancing and proper hygiene.
- All employees who interact with the public or who cannot maintain a safe social distance from their co-workers are required to wear a face covering or mask. Consider requiring patrons to wear facial coverings or masks.
- Restrict occupancy to no more than proper social distancing allows, but in no case more than 50% of the posted maximum occupancy for each of your facility spaces. Social distancing can be accomplished through the use of physical barriers between people or groups.
- All campers should be screened for temperature and other symptoms prior to entrance of the facility. Information on symptoms can be found at [https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html](https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html) Any camper with symptoms or a temperature of 100.4 degrees Fahrenheit or greater must leave the premises immediately.

How should I prepare my business for reopening?

- **Flush all water systems** – Metro Water Services has posted flushing guidance on the COVID-19 website at [https://www.asafenashville.org/status-of-nashville-services/](https://www.asafenashville.org/status-of-nashville-services/)
- **Ensure you have sufficient staff in order to meet enhanced needs** for operations, safety, and cleaning as a result of COVID-19. You may need time to recruit, hire, orient, and properly train or retrain staff at all levels, and you may need to increase key functions such as custodial services and security.
- **Ensure that you have adequate supplies to support healthy hygiene** behaviors for staff and visitors, and that you have time to properly clean/disinfect your facilities.
- **Create or amend your employee protection policies and procedures to include:**
  - Allowing employees to work from home as much as possible;
• Temperature and symptom screening questions for all employees reporting to work. Information on symptoms can be found at [https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html](https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html). An employee showing symptoms or a temperature of 100.4 degrees Fahrenheit or greater must leave the premises immediately;

• Requiring all employees to wear face coverings or masks if they interact with the public or cannot maintain a safe social distance from their co-workers;

• Mandatory adherence by all employees to CDC guidance on social distancing and hand sanitizing;

• Requiring that any employee should stay home if feeling ill;

• Increased opportunities for hand washing;

• Requiring vendors to adhere to the same policies put in place to help protect your employees; and

• A plan for a potential Covid-19 case or exposure.

**For employees who have tested positive:**

• If the employee DOES NOT have symptoms, they must be at least 10 days past the day they were tested before being allowed to return to work.

• If the employee DOES have symptoms, they must be at least 10 days past when the symptoms began; they must be feeling better; and they cannot have had a fever in the previous 72 hours during which time they did not take any medication that reduces fever (acetaminophen or ibuprofen) before being allowed to return to work.

**For employees who have been in direct contact with a positive case:** (Public health officials in their county of residence likely will have contacted them with this information):

• They must self-isolate for 14 days before returning to work. If they become symptomatic during this time, they should be tested. Refer employees who need to be tested to their personal medical provider or to a community assessment center. If they test positive, they should follow the information above.

**For employees who have been tested and are awaiting results:**

• Such employees cannot return to work until the results are back. Before they can return to work, they must have both a negative test result and not have been a contact of a positive case within the previous 14 days. If they test positive, they should follow the information above.

• **Create, amend, and implement your cleaning and disinfection policies and procedures to include:**

  • Following CDC guidelines for policies and procedures for employee protection and disinfection. CDC guidelines can change often, so update your policies as needed;

  • Frequent cleaning and sanitation of high-touch areas including but not limited to payment stations, touch screens, doorknobs and handles, railings, keyboards, phones, and light switches. Partitions or shields used to establish appropriate social distancing should also be cleaned frequently;
o Conduct more frequent cleanings of restrooms; conduct a full deep-clean of your facility every evening;
o Train staff to wipe down surfaces after every interaction;
o Promoting frequent handwashing by placing hand sanitizer stations in lobbies, bathrooms, cashier stations, and all other high traffic areas;
o Using disposable, virtual, or no-touch day camp guides or maps;
o Using single service condiments or sanitizing regular table-service condiments between each use; and
o Sanitizing chairs and tables after each use.
• **Create, amend, and implement your policies to minimize contact and exposure for campers, visitors, and staff:**
o Identify an isolation room or area to separate any campers who exhibits COVID-19 symptoms during the day until they can leave the premises.
o Consider dedicated hours or appointment times for the elderly, medically vulnerable and health care workers;
o Consider limiting cash and paper receipt transactions; “touchless” payment options are recommended;
o Consider separate entrances and exits to encourage social distancing;
o If possible, establish one-way flow through your business to facilitate distancing;
o Limit the number of people in an elevator to allow compliance with CDC guidance on social distancing;
o Consider dedicating a management-level employee to ensuring customer and employee compliance with social distancing guidelines;
o Increase social distancing reminders such as signs and audio announcements; and
o Use signage or barriers to enforce social distancing guidelines.
• **Reduce the capacity of your place of business, including common areas and break rooms, by:**
o Adequately space (or close) tables and chairs to provide for proper social distancing; Space customers apart and use all of the dining space available to you when seating your allowable capacity;
o Accomplish social distancing through the use of physical barriers between people or groups; consider installing barriers or protective panels for the safety of staff and patrons;
o Mark indoor/outdoor waiting areas to provide for reduced capacity and proper social distancing using tape or barriers;
o Limit the number of people in elevators to allow compliance with CDC guidance on social distancing; and
o Using signage to mark areas “Closed” or “Staff Only”.
• **For day camps that provide transportation for campers and/or employees:**
o All campers and staff must be screened for temperature and other COVID-19 symptoms prior to boarding;
o All bus riders should use hand sanitizer prior to boarding, on both incoming and outgoing trips;
o All bus riders should wear a face covering unless wearing a mask would be contrary to the health or safety of the wearer; in that instance the unmasked camper should be properly socially distanced from all other riders;
o All internal surfaces should be disinfected before and after each route;
o Camp staff should be dedicated to each bus to ensure compliance with social distancing, including the wearing of masks; and
o Campers should sanitize hands after exiting the bus on both incoming and outgoing trips.

• **For day camps that provide meals and snacks as part of the camp schedule:**
o All campers and staff should wash their hands before and after eating;
o No self-serve food, beverage stations, and water fountains shall be allowed during Phase Two. Campers should be encouraged to bring water bottles that can be filled by staff or through other non-contact filling methods;
o No cafeteria lines, buffet lines, and other self-service food options shall be allowed at day camps during Phase Two. Day camp facilities should prepare plates or boxed lunches, or campers should bring packed meals and snacks from home;
o Use single service condiments or sanitize regular table-service condiments between each use; and
o Snacks should be pre-packaged or apportioned before being given to campers.

• **Day camps should modify the daily curriculum and activities by:**
o Assigning campers to small groups (the American Camp Association recommends a ratio of 1 counselor to 10 campers) that will remain intact throughout the duration of camp, and have only incidental interaction with other groups. This will accomplish several things:
  ▪ It will be easier for counselors to ensure proper social distancing and the use of face coverings for the campers;
  ▪ By reducing the number of campers/counselors each person comes into contact with, any potential transmission of illness will be reduced; and,
  ▪ In the event a camper/counselor is found to be positive for COVID-19, the camp will have a record of each potential contact.
o All recreational equipment (balls, oars, racquets, etc.) should be disinfected after each use. All campers should wash their hands before and after using shared equipment;
o Sports and games that normally require close contact should be modified to incorporate social distancing, or eliminated from the curriculum; and
o Arts and crafts supplies should be pre-sorted, to the extent possible, so campers do not sort through community supplies. All supplies should be cleaned after each use.
For additional questions and other best practices, refer to guidance on [www.asafenashville.org](http://www.asafenashville.org) and [www.CDC.gov](http://www.CDC.gov).

If you still have questions, please go to HubNashville or call 311 within Davidson County to submit your question.