

Workplace Preparedness Plan for Wayzata Community Church Summer Camp at Chi Rho Retreat Center

Guiding Documents

[MN Department of Health's COVID-19 Prevention Guidance for Overnight Youth Camps](#)

[American Camping Association's Field Guide for Camps](#)

[CDC's Suggestions for Youth and Summer Camps](#)

Wayzata Community Church is committed to providing a safe and healthy environment for all our staff, volunteers, and congregation. To ensure such, we have developed the following COVID-19 Workplace Preparedness Plan in response to the COVID-19 pandemic. Our goal is to mitigate the potential for transmission of COVID-19 on our property and within our communities, and that requires full cooperation among our staff as well as our volunteers, renters, visitors, and members. Only through this cooperative effort can we establish and maintain the safety and health of our community.

The COVID-19 Preparedness Plan is administered by Chris Paulson, Director of Camp Ministry and Kris Sanford, Human Resources Director in conjunction with the Wayzata Community Church Safety Team, who maintain the overall authority and responsibility for the plan. However, staff and lay leaders are equally responsible for supporting, implementing, complying with and providing recommendations to further improve all aspects of this COVID-19 Preparedness Plan. Wayzata Community Church staff has the full support of congregational leadership in enforcing the provisions of this policy.

Our staff are our most important assets. We are serious about safety and health and keeping our team working at WCC. Staff involvement is essential in developing and implementing a successful COVID-19 Preparedness Plan. We have involved our staff in this process by developing a cross section of staff members, known internally as the WCC Safety Team, to represent concerns, ideas and feedback from the staff and lay leadership. The Safety Team meets weekly to ensure we are doing all we can to keep our workplace, our staff and our community safe. Our COVID-19 Preparedness Plan follows Centers for Disease Control and Prevention (CDC) and Minnesota Department of Health (MDH) guidelines, federal OSHA standards related to COVID-19 and Executive Order 20-48 and subsequent orders, and addresses:

- ensuring sick workers stay home and prompt identification and isolation of sick persons;
- social distancing – workers must be at least six-feet apart;
- worker hygiene and source controls, including face coverings;
- workplace building and ventilation protocol;

- workplace cleaning and disinfection protocol;
- drop-off, pick-up and delivery practices and protocol; and
- communications and training practices and protocol.

Wayzata Community Church has reviewed and incorporated the industry guidance applicable to Overnight Youth Camps provided by the state of Minnesota for the development of this plan, including the following industry guidance for conditions and circumstances included in the industry guidance and addressed in the plan that are specific to our business include:

- preparation before camp begins;
- maintain group size;
- maintain plan for isolating sick staff and campers;
- maintain plans for access to health care and testing;

Pre-Camp Procedure

Partnering With Parents

- A few days out from dropping your campers off at WCC, you'll receive a new health form and questionnaire.
- Parents will be asked to monitor their camper's temperature and health for the two weeks prior to their arrival.
- Any campers who are ill with symptoms consistent with COVID-19 during the 72-hours prior to arrival at camp will need to contact Camp Director Chris Paulson to reschedule your camp week.
- Any camper that arrives with symptoms consistent with COVID-19 will be returned home immediately.

How will arrival day work?

Only WCC campers and staff will be allowed on grounds this summer. Based on current Executive Orders related to Summer Camp, bus transportation may be available with limited capacity TO camp. Bus transportation from camp will be available for all. Drop off and pick up from camp will either be drive-through with scheduled times or based on the most current Executive Orders and guidelines. Passengers may be asked to remain in the car and are subject to COVID-19 symptoms screening.

- If no transportation TO camp can be provided, we will stagger arrival times at the camp property. Every camper will have a designated drop-off time so we can minimize exposure. Once you arrive at Chi-Rho, we'll take the camper's temperature, grab their luggage, and you can head home after wishing them a great week at camp! If you haven't completed your questionnaire you will need to do so at this time.
- If transportation TO camp can be provided, Curbside Drop-off will be at our East Entrance (by the WCC pre-school entrance). we'll take the camper's temperature, grab their luggage, and you can head home after wishing them a great week at camp! Masks, proper spacing, and open windows will be utilized on the bus or buses.

At Camp Procedure

Cabin Groups - Social Distancing at WCC Summer Camp Part 1

Capacity: In 2021 less is more - this summer we will be running our camp at less than our normal capacity. We are going to keep your camper in as small of a group as possible as we limit the number of campers and staff your camper has contact with. The Minnesota Department of Health requires that we keep our cabin groups no larger than 10. That means your camper will spend most of their time at camp with (7) other friends and (2-3) staff members. We'll clarify more camper movement details in the "How Cabin Pods Interact" section below.

Sleeping arrangements: In order to put as much space as possible between campers while they sleep, campers will be arranged in a head-to-toe fashion in their bunks. Because all cabins are not the same size, we will modify layouts so that adequate spacing can be achieved.

Facemasks at Camp: A 'cabin pod' of 6 to 8 campers and 2 to 3 staff is the number of different people your child will interact with without the need of masking and physical distance. All campers and staff are required to wear facemasks and maintain physical distance when inside common buildings and interacting with other cabins pods or staff.

The ONLY time a camper or staff will not be wearing a mask will be:

- When campers are in their cabin (the equivalent to being "at home")
- Eating during mealtimes (in the Dining Hall distanced from other groups – or outside when able)
- While outside with their cabin pod and distanced from other cabin pods.

If a camper's parent wants their child to wear a mask more often, we will do our best to make sure that happens in areas where it's feasible, for example, it would be unsafe to swim or sleep in a mask.

All campers should bring 2–3 masks to make it through their week of camp.

All support staff (non-cabin leaders) will wear face coverings whenever they are interacting with campers (indoors or outdoors).

Daily Schedules - Social Distancing at WCC Summer Camp Part 2

How will cabin groups interact with other campers? There are some activities around camp that are simply done best in groups a little bigger than a single cabin. Therefore, at times we will mix a cabin group with one or two other cabin groups. Current CDC and MDH guidelines allow this scheduling as long as we limit this activity time and promote social distancing during the time these small groups are together. These small groupings will remain the same two or three cabins throughout the week.

That means your child could be in an outdoor group as large as 50 campers and their counselors depending on the activity they attend. If these activities occur, ALL will be wearing facemasks. Our schedules control these small groups movements in every detail, so if there is an illness, we can trace any camper contacts accordingly.

This approach lets campers get to know a few kids outside of their cabin in a socially distanced setting and allows for the fun activities kids love, all while keeping everyone as safe as possible.

What about outsiders? WCC will be severely limiting access to Chi Rho this summer. There might be a UPS truck or vendor or two who drops off our groceries, but if you're not a camper or staff member or a few key volunteers, you will not be allowed on the grounds. We have security, signage, and specific directives that will keep camp's boundaries safe.

How Will We Keep Camp Clean?

How will cabins be cleaned? Our cleaning crews always give the cabins a thorough cleaning before campers arrive, but this summer we'll have a more detailed disinfectant protocol. There are also no campers in cabins between camp weeks for at least 48 hours.

Cleaning cabins has always been a regular cabin chore during the week, but this summer we'll take it up a notch. Every day every cabin at camp will be rigorously cleaned by our staff. Chi Rho maintenance staff handle the heavy cleaning, but we still expect campers to clean up after themselves. During the week, no outside staff or campers will enter a cabin unless they are on-site medical professionals or maintenance staff (wearing masks).

What about hand washing? Clean hands will be a priority at camp! We will provide hand sanitizer for every cabin, building, and activity area throughout camp. We will also purchase portable hand washing stations for our activity areas.

We will also take time every day to remind campers to wash their hands before meals, at each activity area, building, and cabin, etc.

Campers will be asked to refrain from hand touching or high-fives.

What about mealtimes? Campers will eat with their cabin pods either in cabins (food delivered), outdoors (cabin-based picnics), or in our dining hall (properly socially distanced from other groups). We have very specific mealtime schedules in place so that your camper's cabin is socially distanced from all other cabin groups. We also have systems in place that will allow us to continue to meet food allergy concerns.

Our food service areas are constantly cleaned in compliance with MDH standards, and we will continue to train and retrain as recommendations change.

What about Primetime, skits, and indoor rooms? Unlike any previous summer at camp, there will be no filled-to-the-brim indoor rooms where we perform skits or live-music. However, this doesn't mean these beloved activities can't happen outside! Chi-Rho is equipped with outdoor staging where a large field can accommodate ALL of our cabin pods while still keeping to our social distancing measures.

What about free-time activity areas? Camp will purchase a special, EPA-registered antimicrobial product. This antimicrobial solution is the same product that many hospitals and ambulances use to protect their surfaces. It creates a barrier on porous and non-porous surfaces that lasts up to 90 days. With this product, we will be able to add an additional layer of protection for campers when they touch things like basketballs, beach chairs, or even canoe paddles. When used in combination with routine handwashing, as well as cleaning items in-between use, this will be a tremendous help in reducing surface contact exposure.

What about shared items? Camp will be working hard to limit the handling of shared items. We have been sanitizing and reworking our procedures to minimize the hand-to-hand contact of items all around grounds. Campers and staff will be encouraged to deposit spending money into our camper bank system prior to arrival for use in food and activity areas that cost extra money.

What If Someone Gets Sick During Camp?

What if a camper or staff member shows COVID-19 symptoms during or following a camp week?

Our on-site medical professional and leadership staff will contact parents if a camper appears to be showing any symptoms of COVID-19. If concerns arise, all parties involved will be asked to talk through options with camp management as we follow CDC and MDH guidelines.

Symptoms similar to COVID-19 can be common at camp. In previous years it was not unusual for campers to have a low-grade temperature, not feel well, etc., during a normal week at camp. However, this summer our staff will continue to respond rapidly to any symptoms campers demonstrate. Our staff will also ask campers how they're feeling much more often. Daily health checks will be conducted by nursing staff at lunch every day. If symptoms occur, we will contact parents quickly and work through options.

What about testing? WCC is working with local health providers to secure COVID-19 testing opportunities for our staff and campers. If testing becomes necessary for campers, parents will make those choices on behalf of their children. If someone at camp tests positive we will respond as MDH directs (contact tracing, contacting staff and parents, etc.), in accordance with ACA rules and standards.

If, within 14 days of their arrival at camp, you find out that your child was in close contact with an individual that has been diagnosed with COVID-19 or shows COVID-19 symptoms, we are asking you to contact Camp Director Chris Paulson immediately.

If your camper is still onsite, we will need to separate them from the other campers, and they will need to be picked up by their parent or guardian - or have a plan to be picked up within 12 hours. Every parent from that child's cabin will also be contacted concerning that exposure.

What Happens at the End of the camp session?

How will I pick up my camper? Bus transportation from camp will be available for all campers - and will arrive at the WCC East Entrance at the scheduled arrival time. If families feel more comfortable picking up their camper from camp at the end of their session, please make that known to Camp Director Chris Paulson as soon as possible.

Updates to WCC Policies and MDH/CDC Guidelines

Camp will continue to update this list as the MDH and CDC makes changes to their guidance.