

Time	State Requirements	Koinonia Guidelines
General	<b>Camp providers must operate under reduced staff to camper ratios and maximum group size limitations at all times</b>	Each camper will be assigned a group and remain in that group throughout the day at camp. No more than 9 children in any one group.
	<i>One staff member per nine camper children with no more than nine children in the group.</i>	
	Require employees perform daily symptom assessment. Symptoms include cough, shortness of breath, difficulty breathing, fever, chills, repeated shaking with chills, muscle pain, headaches, sore throat, and new loss of taste or smell.	All employees, volunteers and campers will have daily symptom assessment including temperature check with touchless thermometer.
	Require employees stay home if symptomatic.	All employees, volunteers and campers who exhibit symptoms will be required to remain home (away from camp facilities)
	<b>It is recommended that, if possible, all employees should wear facial coverings, except for one of the following reasons:</b>	Face masks will be encouraged for all camp staff members when in enclosed spaces with campers in which social distancing is unable to be performed.
	<i>Facial coverings in the work setting are prohibited by law or regulation.</i>	N/A
	<i>Facial coverings are in violation of documented industry standards</i>	Face masks will not be required for kitchen personnel while cooking due to the fire hazard danger this poses to our kitchen staff. However face shields and gloves will be worn when handling food that will not be cooked before serving, and while serving.
	<i>Facial coverings are not advisable for health reasons</i>	Those staff members with documented airway disorders will not be required to wear facial coverings for their safety.
	<i>Facial coverings are in violation of the business documented safety policies.</i>	
	<i>Facial coverings are not required when the employee works alone in an assigned work area</i>	Face masks will not be required for those working in assigned outdoor areas where social distancing is being practiced or they are alone.
	<i>There is a functional (practical) reason for an employee not to wear a facial covering in the workplace.</i>	Counselors will not be required to wear face masks while separated into their assigned groups. Each counselor will be assigned one group for the week (this will extend to their living areas).
	It is recommended that, if possible, camps should operate at a reduced capacity based on cohort group and social distancing requirements.	Our camp will operate at a 50% capacity.

	It is recommended that, if possible, camps should limit the daily number of staff/volunteers to meet essential needs only.	Our staff will function on a week to week basis. We will limit our number of staff to those needed to perform all necessary tasks and recommendations.
<b>Registration</b>	Camp providers must ensure that campers wash/sanitize hands before coming into registration area.	Sanitizing stations will be posted outside of all registration areas for use before entering facilities.
	Camp providers must check that temperatures of all staff and campers upon arrival. If any individual has a fever of 100 degrees or higher, they may not enter the facility.	No-touch thermometers will be used to check the temperature of all campers and staff upon arrival at the facilities.
	It is recommended that, if possible, for registration purposes, registration documents shall include new language and guidelines related to preventing the spread of COVID-19.	The forms included on the attached page must be filled out and brought to camp with the parent/guardian signature included. <a href="https://www.christiancampohio.org/pre-registration-forms.html">https://www.christiancampohio.org/pre-registration-forms.html</a>
<b>Prior to Arriving</b>	Hygiene stations should be set up at the entrance of the facility so that both campers and staff can clean their hands before entering the facility and prior to leaving. Providers may use temporary sinks to meet handwashing requirements. If a sink with soap and water is not available, provide hand sanitizer with at least 60% alcohol. Supervise campers to ensure safety and compliance upon arrival and departure.	Temporary handwashing sinks and soap will be available where possible for regular hand washing for arriving families. Where soap and water are not available, sanitizer (with at least 60% alcohol content) will be made available for proper hand hygiene.
	Teach the importance of good hygiene: hand washing, sanitizing, and social distancing by sharing up-to-date information about COVID-19 and related business procedures and policies.	Signs and posting will be used throughout the facility to inform and teach good hygiene and hand washing techniques.
	It is recommended that, where possible, identify campers at higher risk for complications related to COVID-19 and encourage them to take additional precautions during the camp.	Parents and campers will be informed of new policies and procedures regarding COVID-19 and encouraged to take precautions regarding their health and complications.
	It is recommended that, if possible, ensure CPR and AED trainings are up to date that include guidance with COVID-19 precautions.	All senior staff members will be trained and certified in Red Cross CPR and AED licensure. All volunteer staff members will be trained in Red Cross CPR and AED.
	It is recommended, if possible, staff and campers should record their temperature for 14 days before camp. If a staff member or camper has a fever of 100 degrees or higher or any other COVID-19 symptoms, such as cough or shortness of breath, they should not attend camp.	The forms included on the attached page must be filled out and brought to camp with the parent/guardian signature included. <a href="https://www.christiancampohio.org/pre-registration-forms.html">https://www.christiancampohio.org/pre-registration-forms.html</a>

	It is recommended that, if possible, any staff or campers who have been in close contact with someone who has tested positive for COVID-19 or is suspected of having COVID-19 should not attend camp.	The forms included on the attached page must be filled out and brought to camp with the parent/guardian signature included. <a href="https://www.christiancampohio.org/pre-registration-forms.html">https://www.christiancampohio.org/pre-registration-forms.html</a> If they answer yes to any question on the attached form they are not eligible to come to camp.
<b>At Drop Off</b>	<b>It is recommended that, if possible, a modified drop off and pick up should be arranged to ensure social distancing and should involve only one parent or guardian.</b>	Parents and campers are encouraged if at all possible to limit drop off to one parent and the camper.
	<i>Create curbside check-in and check-out if possible.</i>	All registrations will be occurring outside (weather permitting) to allow for appropriate social distancing.
	<i>If curbside is not possible, stagger drop-off and pick-up times to reduce contact between families.</i>	Drop off and Pick ups will be done outside to allow for appropriate social distancing and a stagger to limit contact between campers and families. Parent and Camper will given a number and asked to remain in their cars until their number is called, at which point they will exit their car and go through the registration process (which will allow for appropriate social distancing)
	<i>Registration or camp check-in areas should be spread out to ensure safe social distancing.</i>	All registrations will be occurring outside (weather permitting) to allow for appropriate social distancing. If necessary the 120X60 multipurpose building will be used and previous plan followed.
	<i>Camp staff, campers, and parents should wear masks during camp check in.</i>	It will be sent to parents in literature prior to registration to encourage the use of masks during check-in and check-out. All staff will be required to wear masks or face shields during this time if they will be in contact with registering families.
	<i>Designated staff members should walk each camper separately to designated room location.</i>	Campers will be walked to designated room locations after registration process is completed to prevent parents/guardians from entering housing facilities.
<b>Guidance for Sleeping Arrangements</b>	<b>Occupancy should be based on the following criteria.</b>	
	<i>Not more than 10 people per sleeping area.</i>	There will be no more than 10 people per housing area.
	<i>Physical barriers may be created to break up larger buildings.</i>	N/A

	Head to toe sleeping should be considered, especially on bunk beds.	Head to toe sleeping will be used in all housing areas to allow for as much social distancing at possible.
	It is recommended that, if possible , there should be 6 feet between beds.	Where possible in housing facilities we will keep 6 feet between beds.
	It is recommended that, if possible, the camper should provide all bedding, needed clothing, personal hygiene items, and any other items specified by camp coordinator. These items should be stored with the camper's personal belongings and should not be shared amongst campers.	All bedding, clothing, personal hygiene supplies, and other items will be brought. A list of recommended and required items is listed in on the attached form. <a href="https://www.christiancampohio.org/pre-registration-forms.html">https://www.christiancampohio.org/pre-registration-forms.html</a>
	It is recommended that, if possible, sleeping quarters should be cleaned and sanitized once per day. Beds and mattresses should be cleaned once per week, or immediately upon a change in occupancy.	An electrostatic sanitizer has been purchased to allow for cleaning of all facilities daily and immediately upon change of occupancy.
	It is recommended that, if possible, staff and campers should not rotate among sleeping quarters. Staff and campers should limit interactions to those from the same sleeping quarters.	Campers and staff will be assigned one group and will remain with the same group for the duration of their staff.
<b>Operating Guidance</b>	<b>Handwashing should be incorporated throughout the day in the following manner:</b>	Temporary handwashing sinks and soap will be available where possible for regular hand washing for campers and staff. Where soap and water are not available, sanitizer (with at least 60% alcohol content) will be made available for proper hand hygiene. All following instances of necessary hand washing will be followed.
	<i>Upon arrival for the day, after breaks, and upon returning from outside.</i>	
	<i>After using the restroom</i>	
	<i>After contact with any bodily fluids or cleaning up spills/objects contaminated with bodily fluids.</i>	
	<i>After cleaning, sanitizing, or using any chemical products.</i>	
	<i>After handling pets, pet cages, pet objects, animals, fishing, or other related activities involving animals.</i>	
	<i>Before eating, serving, or preparing food.</i>	
	<i>Before and after administering medication</i>	
	<i>When visibly soiled</i>	
	<i>Prior to departure.</i>	

	<p>Camp providers must immediately send home any camp staff or camper with a temperature of 100 degrees or higher. This individual may not return until they are fever-free for 24 hours without the use of fever-reducing medications. If the individual has had contact with someone confirmed or likely to have COVID-19, he or she must remain in quarantine in coordination with local health department prior to returning to the program.</p>	<p>Anyone running temperature of 100 or more will not be permitted to remain at camp and will need to be temperature free for 48 hours before returning.</p>
	<p>Communal spaces and equipment should be cleaned and disinfected thoroughly between uses. Eliminate any activities that include equipment that is difficult to clean.</p>	<p>Equipment for activities will be cleaned between use using chemical EPA Reg. No 84368-1-84150 (or other EPA registered list N chemicals). Activities with equipment that cannot be sanitized will be discontinued.</p>
	<p>Follow all appropriate guidance for use of equipment at facility and consult with manufacturers guidelines for cleaning specialized equipment.</p>	
	<p>Conduct rigorous cleaning throughout the day of all facilities used by campers and staff including bathrooms, common program spaces, offices, etc.</p>	<p>An electrostatic sanitizer has been purchased to allow for cleaning of all facilities daily and immediately upon change of occupancy.</p>
	<p>It is recommended that, if possible, camp operators should organize the camp into the smallest group sizes possible, made up of the staff and campers from a single sleeping quarter. Small groups should remain together, including at meal time and during activities.</p>	<p>Groups will be separated into groups of no more than 10 people. These groups will remain together for the duration of their stay at the facility.</p>
	<p>It is recommended that, if possible, program activities should be limited to each group separately. Large group activities should not occur.</p>	<p>When possible activities will be limited to each group separately.</p>
	<p>It is recommended that, if possible, incorporate as much outdoor air into the space as possible using open windows and fans. Mark off or tape a 6 foot barrier around the fan to keep the campers away.</p>	<p>All large buildings and communal areas will have fans and open windows incorporated to allow for air flow.</p>
	<p>It is recommended that, if possible, meals should be staggered and/or in isolated areas such as cabins, and/or in the dining area should have physical barriers between groups.</p>	<p>Meal times will be staggered to allow for appropriate social distancing. When weather permits, all meals will be served and eaten outdoors (following all health department and serve safe guidelines)</p>
	<p>It is recommended that, if possible, camp providers may provide non-permanent sinks to meet handwashing requirements.</p>	<p>Temporary handwashing sinks and soap will be available where possible for regular hand washing for campers and staff. Where soap and water are not available, sanitizer (with at least 60% alcohol content) will be made available for proper hand hygiene.</p>

	It is recommended that, if possible, camp providers should use gloves and cloth face coverings to serve meals.	Face shields, gloves, and handwashing will be used by all camp staff involved in serving of meals.
	It is recommended that, if possible, camp staff should serve all food and drinks and provide utensils to each camper. No buffets or family style meals should be served. In addition, the use of common and self-serve items should be discontinued.	All food, drinks, and utensils will be served using face shields and gloves. All buffets, salad bars, family style, and self serve items have been discontinued.
	It is recommended that, if possible, the sharing of equipment and supplies should be limited between groups.	When available, groups will have their own equipment and items. When not possible, items will be thoroughly sanitized before being shared between groups.
	It is recommended that, if possible, consider using designated entrances and exits to buildings/large meeting rooms.	Where possible, there will be designated entrances and exits for large meeting rooms and buildings to allow for proper social distancing.
	It is recommended that, if possible, camp providers should stagger the use of any communal space, such as playgrounds, lunchrooms, bathrooms, and shower facilities.	Facilities will be used in a staggered fashion based on group to avoid overlap and allow for social distancing. Disinfecting will occur between each group when weather permits.
	It is recommended that, if possible, plan activities that do not require close physical contact among multiple campers. If using tables, increase the distance between campers.	Outdoor eating will be instituted to allow for social distancing between campers during meals. Activities that require close physical contact between campers will be discontinued.
	It is recommended that, if possible, for sports, swimming, or other outside activities follow guidance protocols provided in Responsible Restart Ohio guidance documents.	The number of occupants will be kept below 50% occupancy in the pool. Outdoor activities will be used in accordance with the Responsible Restart Ohio guidelines.
	It is recommended that, if possible, any field trips off camp property should be cancelled.	All off camp field trips have been cancelled.
	It is recommended that, if possible, in case of weather emergencies, move campers and staff to a secure area maintaining safe social distances. If safe social distancing practices are not possible during such period, masks or cloth facial coverings should be used by both staff and campers.	Multiple secure areas are available to allow to safe social distancing in the case of weather emergencies. Masks will be worn if there is a situation where social distancing is not possible.
	It is recommended that, if possible, stagger employee break times throughout the day to limit the number of employees congregating in break areas or common areas and to accommodate cleaning procedures.	Employees will be made aware of social distancing protocols and required to follow those whenever possible.

	It is recommended that, if possible, minimize time standing in lines and take steps to ensure that 6 feet of distance between the campers is maintained.	All lines will have clearly marked 6 ft. areas to promote safe social distancing.
<b>At Pick Up</b>	Camp providers must ensure that campers wash their hands prior to departure.	Temporary handwashing sinks and soap will be available where possible for regular hand washing for campers and staff. Where soap and water are not available, sanitizer (with at least 60% alcohol content) will be made available for proper hand hygiene. Scheduled hand washing times will be established throughout the day.
	<b>It is recommended that, if possible, providers should modify pick up to ensure social distancing.</b>	
	<i>No parents should be in the dorm. Curbside pick up is suggested with designated camp staff assisting each camper to the staggered pick-up location.</i>	All check outs will be occurring outside (weather permitting) to allow for appropriate social distancing. We will ask parents to remain the car, and campers will be escorted to cars for check out.
	<i>Camp providers may stagger pick-up times to reduce contact between families.</i>	
	<i>Masks or cloth face coverings should be worn, if possible.</i>	It will be sent to parents in literature prior to registration to encourage the use of masks during check-in and check-out. All staff will be required to wear masks during this time if they will be in contact with registering families.
<b>Physical Environment</b>	<b>Temporary wall dividers may be used to divide a room into smaller spaces to serve multiple groups under limited circumstances.</b>	No large rooms will be divided. The number of campers will be decreased to fit size of rooms.
	<i>The smaller space must contain at least 35 square feet of space per camper.</i>	No groups will share large areas.
	<i>The divider must be at least 6 feet in height.</i>	
	<i>The divider must be made from nonporous material or other material that can be sanitized.</i>	
	<i>The divider must meet any requirements set by the Ohio department of Commerce, local building department, state fire marshal, or local fire safety inspector.</i>	
	<b>Camp providers must maintain public restrooms and shower facilities as appropriate:</b>	
	<i>Ensure there are functional toilets</i>	Functional toilets are available.

	<i>Clean and sanitize public areas and restrooms in the morning and evening, with increased instances of cleaning and sanitation during peak usage times. Cleaning should be conducted using EPA-registered disinfectants, particularly on high touch surfaces such as faucets, toilets, doorknobs, and light switches.</i>	Facilities will be sanitized using EPA certified chemicals three times daily and during peak usage.
	<i>Make sure supplies for handwashing, including soap and materials for drying hands, are fully stocked every time the bathroom is cleaned.</i>	During sanitation all paper products, soap, and sanitation materials will be refilled.
	<i>Provide hand sanitizer when water is not available.</i>	Hand sanitizer stations will be available throughout the facilities to allow for proper hygiene when handwashing stations are not available.
	<i>Restrooms and shower houses should limit the number of users at any one time based on the facility size and current social distancing guidelines.</i>	To allow for social distancing, the number of campers will be limited based on restroom and shower house size.
<b>Confirmed Cases</b>	Camp providers must immediately notify the local department of health of any camp staff or camper who tested positive for COVID-19.	
	Immediately isolate and seek medical care for any individual who develops symptoms while at the day care facility.	We have a separated infirmary area for anyone who is ill or is showing symptoms of being ill.
	Shutdown area used by confirmed individual for deep sanitation, if possible.	We will be deep sanitizing after every group's departure. Sanitizing will occur before during and after every group.
	It is recommended that, if possible, work with local health department to identify potentially infected or exposed individuals to help facilitate effective contact tracing/notifications.	
	It is recommended that, if possible, once testing is readily available, test all suspected infections or exposures.	
	It is recommended that, if possible, following testing, contact local health departments to initiate appropriate care and tracing.	















