



# CAMP SAFETY PLAN 2020

NOTE: Guidance from New York State and the Suffolk County Board of Health is subject to change at their discretion.  
All plans contained herein may need to be changed based on that guidance.  
Crestwood reserves the right to modify these plans based on its own discretion.



## Why Camp

***Camp is Needed More Than Ever*** - This pandemic has been hard on all of us, but children have likely been affected the most. Almost overnight, they were separated from their friends, were forced to stay indoors, and attend school remotely on a screen. Favorite after-school and weekend activities like sports, arts, performing and science were abruptly ended. Who knows what the long-term damage to learning, social-emotional development and mental health will be. All this may continue into the summer, where children will have unlimited free time, with no structured activities and little opportunity for fun outside with other children. Can summer camp be the place where we learn how to balance the essential needs of our children with the risks of coronavirus?

***Crestwood wants to be a solution for children and families*** - We are dedicated to helping children through this time regardless of the hard work, challenges and expense that lie ahead. There is much evidence that points to low risks for transmitting COVID-19 in an outdoor environment and for children. Long Island has seen remarkable improvements, with zero new cases of COVID-19 in many of our communities. We hope these factors will give parents the confidence to go back out into the world in a safe manner. For children, Crestwood can be that safe place due to our structured program, ability to trace camper and staff encounters at camp and new safety protocols which you will find in this manual.

### ***Why Crestwood Can Make Camp A Success***

- Plenty of Space to Spread Out - Over 15 Acres.
- 6 Pools, Water Slide and Spray Park.
- Experienced and Professional Leadership.
- Teachers as Group Leaders with Every Group.
- Mature College Age or Older Counselors only - NO H.S. Age Group Staff, CIT's or Jr. Counselors.
- Lots of Shade, Covered Structures and Tents.
- A Large selection and Wide Variety of Activities.
- Professional Activity Instructors.
- Experienced Camp Medical Team.



## Conditions for Opening

*Crestwood has always strived to provide an exciting program*, meaningful relationships, days filled with fun and the safest environment. This manual sets the health and safety of our campers and staff as our #1 priority this summer. Of course Friends, Fun and Excitement will also be in abundance. The plans contained in this manual take into account the CDC guidelines and guidance from the American Camp Association. Our plans are designed to be thorough yet flexible so we can adapt and refine our response as needed. Guidance from the state or local board of health, orders from the Governor's office, advice from the American Camp Association and changes in the overall health of our local communities will guide any modification or revisions to this plan.

### *External Factors*

- Stay at home orders lifted.
- New York State permits recreational and childcare facilities to begin operations; Suffolk County Health Department gives clearance to open camp.
- Mitigation Efforts in local communities continue to result in declining cases, hospitalizations and metrics in all seven categories of New York Forward Plan.

### *Internal Factors*

- Staff are trained and prepared to operate under new guidelines and care for campers.
- Program areas and camp spaces are ready to support physical/social distancing, as required.
- Cleaning and Sanitizing operating procedures are in place and adequate supplies are available to properly execute.
- Adequate PPE supplies are available for all staff use.

### *Crestwood Family and Community Commitment*

- Family Health Survey.
- Signed Memo of Understanding from every Family and Staff Member.
- Pre-camp COVID-19 Testing for all campers and staff - details to come.
- Monitoring campers, family and staff health.
- Communicating openly with our Crestwood family about health concerns.
- Follow all policies and procedures to support a healthy community.



## A Safer Camp

- Groups Stay Together All Day.
- Outdoors All the Time.
- Teach and Reinforce Handwashing.
- Stay Home When Sick.
- Clean & Disinfect Regularly.
- Staff Training.
- Screen Everyone Every Day.
- Limit Sharing of Supplies and Equipment.

## Group Size and Social Distancing

- Campers will be placed into camper groups (Cohorts) with assigned staff.
- Pre-school: 10-16 campers; Kindergarten: 10-20 campers; 1st grade and older: approximately 10-20 campers. Required staff to camper ratios to be maintained. We will adhere to all health department regulations regarding group size and staff ratios.
- Groups will be kept apart as best as possible. Mixing of groups (Cohorts) will be minimized.
- Traffic Flow patterns will be created to ease congestion in high traffic areas and changing rooms.
- When Groups (Cohorts) are in a shared space (lunch tents, assembly area, etc., groups will be required to maintain social distance from one another (minimum 6 feet).
- Specialists and other staff will maintain social distance from all Groups (Cohorts) or wear appropriate face-covering as required.



## Face Coverings and Masks

- Face Coverings and masks will be worn as required by CDC guidelines and New York State Board of Health.
- Campers will not need to wear face-coverings when with their group (cohort) except:  
Some face-coverings may be required when social distance guidelines cannot be met, examples:
  - Pop-up rain showers and groups need to go indoors.
  - Visit to health center.
- Crestwood will provide all campers and staff with a microfiber neck gator which can be easily pulled over the mouth and nose as needed.
- All campers will bring a clean face-covering to camp every day. Parents may provide their camper with the face-covering of their choice.
- Group Staff and Specialty Staff will wear face coverings or masks as required by the Health Department. Local health authorities have informed us that staff will not be required to wear masks outside except when in very close proximity to a child in their group, or when in the presence of either a staff member or camper not in their group and social distancing is not possible.
- Lifeguards and swim instructors will wear clear plastic face shields (not masks) when teaching swim instruction in the water at close distance.
- Medical Staff will wear Medical Grade masks when seeing a patient showing symptoms of illness.
- Food Service Staff will wear face covering/masks when serving and working with food as per CDC and local health department guidelines.



## Medical Staff & Nurses Station

### *Symptoms Management and Testing Management; Daily Camper Screening Nurses Stations*

- Nursing staff will monitor all health checks and identifying areas of concerns.
- All camper and staff temperatures will be taken daily prior to joining camp.
- Campers and Staff will visit different Nurse's station based on their needs.
- All minor scrapes and physical injuries will be handled in the Nurse's Office ("Well-Center").
- Only campers feeling ill will be seen in an adjacent alternative office (aka sick center).
- Medication to non-ill campers will be given in the Well Center.
- Children with fever or cold-like symptoms will have parents contacted to pick up their child.
- High Risk Campers and Staff must be identified and subject to daily monitoring.
- Nurses in conjunction with Camp Directors will communicate openly with all camp families and staff while maintaining the confidentiality of any ill individuals.

### *Head Nurses*

Barbara Schneider

Karen Reyes

Barbara Renna

### *Symptoms and Testing Management Plan*

- Crestwood has the right to require one or more of these Pre-season screening and testing protocols:
  - COVID-19 Testing for all Campers and Staff - Details to come.
  - Campers and Staff will be required to follow a pre-screening protocol including taking and recording their own temperature 14 days before camp.
- Anyone who is sick with anything (even sniffles) should stay home.
- Anyone who stays home or has symptoms of an illness must be tested prior to returning to camp.
- Morning health and temperature screening of all campers and staff before joining their group.
- Campers who stay home will receive a 100% per day credit to a future summer or make-up day this summer (if available).
- Anyone who feels ill at camp (with anything) should go home ASAP.
- What happens when a camper or staff member develops COVID-19 like symptoms while at camp?

Persons with possible COVID-19 symptoms will be directed to a quarantine area where they will be further assessed and monitored by a nurse while awaiting transport home. Staff that self-transport who are physically able to drive may be escorted to their car with proper PPE worn by both ill staff

member and escort. The escort must wear N-95 mask. Persons who have been sent home due to possible COVID-19 infection may return to camp when they provide a negative test result and all symptoms have resolved or as per local health officials guidelines.

- What happens if there is a COVID-19 Positive Diagnosis?  
If a camper or staff member reports they are COVID-19 positive, Crestwood will maintain the confidentiality of the individual at all times while mitigating the situation. The case will be reported to the Health Authorities and all families and staff of the individual's group will be notified immediately. All facilities that the individual came in contact with will be vacated, deep cleaned and disinfected per CDC guidelines. We expect all campers and staff who came in close contact with the infected individual will be required to quarantine at the direction of the local health authorities. Any persons classified as having proximate exposure would be required to self-monitor for symptoms for 14 days or as directed by the local health authorities.
- What is the definition of "Close Contact"?  
The CDC defines close contact as interaction within 6 feet for more than 15 minutes. Contact tracing will be carried out by trained staff in conjunction with the Suffolk County Health Department.
- What is the definition of "Proximate Exposure"?  
A "proximate exposure" is defined as interactions greater than 6 feet from an infected individual within a shared space.
- Persons who test positive for COVID-19 will need to be isolated for a minimum of 10 days under the direction of the local health authorities.
- Childhood Inflammatory Disease Related to COVID-19 - We are aware that New York State Department of Health is investigating some rare cases of children experiencing symptoms similar to Kawasaki disease and toxic shock-like syndrome which may possibly be related to COVID-19. We will continue to monitor the situation and our staff will be vigilant in monitoring campers for symptoms throughout the day.
- Missed Camp Days - For missed days due to mandated quarantine due to positive test or close contact with an infected person, a camper's family will receive a 100% refund, credit for days missed or make-up days. Staff under mandatory quarantine will receive 100% pay for all work days missed.

### **Symptoms of COVID-19**

- Cough.
- Fever.
- Shortness of Breath.
- Muscle Aches.
- Sore Throat.
- Unexplained loss of taste or smell.
- Diarrhea.
- Headache.
- Fatigue.



## Camp Program and Activities

*Almost as important as our people, are our amazing activities* - Incredible variety, amazing facilities and a talented staff of instructors make our activities an essential part of the camp experience.

- Typical Day - Approx. 45 minute periods (8 periods per day) to allow for more time to wash hands and sanitize equipment; Wide Variety of Activities including Sports, Swim, Creative Arts, Performing Arts, Adventure and Playground.
- Limited Time Indoors - wherever possible activities will be held outdoors
- Hand washing and Hand Sanitizing before and after each activity - extra time between periods.
- One group per activity space.
- Outdoor sports will be allowed along with skill building and drills taught by professional coaches.
- Limit Sharing of Supplies and Equipment; Shared Balls and equipment will be cleaned and disinfected after each group use; Commonly touched surfaces, tables, benches, etc. will be wiped down after each activity period.
- Staff members will increase spacing and physical distancing with campers when possible.
- Special Events - Outdoor assemblies will be allowed, although limited, with groups distanced from one another. Many special events will take place on a group level with a smaller number of campers at one time. Our creative staff is working hard planning ways to reinvent some of our favorite Crestwood traditions so we can keep them this summer.
- Electives and Clubs - Due to social distancing guidelines, we will not be able to run electives for our older campers. We plan on incorporating times in the schedule where each group will have its own choice time. Clubs like Fine Arts, Drama, Chess, and others (plus some new ones) should be available this summer in a new format.



## Swimming

We understand that swimming is a favorite activity of many campers and an important part of the camp day. Swimming pools have been ruled safe because the virus is not waterborne and pools are properly treated with chlorine. There is no current evidence that COVID-19 can be spread to people through the water in a pool or water play areas.

- Six Pools, Slide Pool, plus Spray Park.
- One double swim period per day to reduce time indoors in changing room.
- Instruction and Free Swim each day. We will be offering daily instructional swim for all campers up to second grade.
- Dedicated swim areas for each camp group.
- Consistent Lifeguards and Swim instructors assigned to each camp group.
- Counselors will be in the water to assist.
- Additional Bunks/Changing Rooms have been made available this summer by moving activities outdoors. Fewer groups assigned to changing rooms. One group per changing room at a time.
- Changing Room Routes will be highlighted to ensure minimal crossing of groups
- Changing areas and bathrooms will be constantly cleaned and sanitized throughout the day.



## Cleaning & Disinfecting / Handwashing

- Designated teams of housekeepers will disinfect changing rooms and bathrooms throughout the day including door knobs, faucets and other frequently touched areas.
- Electrostatic Spray used daily on all appropriate activity areas and facilities.
- Kitchen disinfected daily. Lunch tables and lunch area disinfected and cleaned before each lunch period.
- Hand Sanitizer located in every changing room and on every lunch table. Hand Sanitizer to be placed around camp activity areas.
- Staff to be trained on and will supervise campers to ensure that proper handwashing procedures and hand sanitizers are used liberally.
- Use of EPA approved soaps and sanitizers; Commercial Grade disinfectants will be used on a daily basis to ensure sanitary standards are consistently maintained.
- Cleaning and Disinfecting Schedule and Routine to be Logged by Staff.

## Transportation

### *Arrival and dismissal*

***Bus Service will not be provided this summer.***

### ***Arrival -Parent Drop Off***

- Assigned Staggered Times - Families will be assigned staggered drop-off and pick-up times to limit the flow of people at one time.
- Parents should remain in their car and wear a face covering. Crestwood staff will direct parent cars and open car doors.
- On-Site Health Screening - Temperature check with a non-contact infrared thermometer and health screening will be conducted by Crestwood staff each day. Temperature must be below 99.9 F or as directed by the health department.

Elevated temperatures will be given a second reading by one of our nurses.

- Hand sanitizer Stations - Campers will sanitizer their hands prior to joining their group.
- Dedicated meeting locations for each group. Campers will be escorted to their group by a staff member wearing appropriate PPE.

### ***Dismissal - Parent Pick Up***

- Groups will be given a designated departure time.
- Campers will be brought directly to your vehicles.
- Always Bring a driver's license so our team can confirm your identity.
- Crestwood will send home dashboard placards to help us to quickly identify who you are dropping off and picking up.
- A practice arrival and dismissal will be scheduled during the week before camp starts, where you can also meet your child's group staff, drop off items for his/her cubby and give medications to one of our nurses.
- Siblings with Different Assigned Times - Crestwood will develop a safe and enjoyable plan for children (in same family) to be dropped off or picked up together if their camp groups are assigned a different time.
- Carpools will be allowed, however, they must remain consistent throughout the summer. Crestwood will ask parents for carpool information prior to opening day.

***Before Care and After Care*** - For working parents, Crestwood will provide before care (beginning at 7:30 AM) and aftercare (until 5:30 PM) for an additional fee. Face coverings may be required during this time.



## Lunch & Snacks

- Crestwood will continue to provide the ultimate camp lunch program included with your tuition.
- A wide selection of lunch options (hot lunch and substitutes) will be available and we will continue to offer options to meet dietary and allergy needs. There will be no salad bar.
- Group (Cohorts) will sit socially distanced from other groups.
- All lunch areas will be OUTSIDE, generally under our lunch tents.
- Additional lunch periods may be required to allow for social distancing between groups in the lunch and cookout area.
- Snacks will be provided in individual portions. Additional snacks may be provided for groups whose lunch periods are significantly early or late in the day.
- Kitchen disinfected daily. Lunch tables and lunch area disinfected and cleaned before each lunch period.
- All campers and staff will be required to wash/sanitize hands prior to lunch. Hand Sanitizer will be available on every lunch table.
- Staff members wearing gloves will serve food to campers.
- For safety reasons, Outside food is not allowed without authorization from a Crestwood Director. Crestwood is a nut-free camp.
- Water Stations will be available at all activity areas. Trained staff will assist with dispensing water.
- Crestwood will be serving dinner and snacks for teen groups registered in our evening program.



## Rainy Day, Field Trips & Visiting

**Rainy Day** - Our goal is to have campers outside as much as possible. As a result, we will treat Rainy Days like Snow Days during school. We will build in 3 Rainy Days into our calendar. If we call a Rainy Day early in the morning, there will be no camp that day. After the 3rd rainy day, a pro-rated refund will be issued for any additional days missed. Staff will be paid for Rainy Days. Due to rain, we may also call for early dismissals as you are likely accustomed to having during the school year.

**Field Trips** - All field trips will be canceled. We have reset tuition for all programs to reflect this change. Should trips be allowed at a later date in the summer, we will evaluate the safety of adding them back into the program. If trips are added, parents will have the option to have their child attend trips for an additional cost or campers can stay at camp (applicable for grades 5 and older).

**Hot Days** - Occasionally, a summer day brings unseasonably hot weather. Our course of action includes: scaling down activities so that the children aren't overexerted, providing extra swim periods, playing on our spray park setting up sprinklers, going through our Kid Wash and other water activities plus connecting and turning on sprinklers throughout the grounds. Water coolers are placed all around the camp. CRESTWOOD is geographically situated on the crest of a hill (affording us summer breezes) and has more than a generous number of shade trees throughout the grounds. Although we will be minimizing indoor time, all of Crestwood's indoor facilities, including all bunks (changing rooms), and our gymnasium are air-conditioned and also provide a break from the hot weather.

### Visiting

- No Parent Visiting will be allowed this summer.
- No Outside Staff Visiting.
- No Non-essential outside vendors – anybody who comes into camp will be required to wear masks when leaving their vehicle and be temperature checked. Gloves will be worn by all delivery personnel. Same for repair personnel. Repair

personnel must also maintain a 12 foot distance from campers and Crestwood staff.

- No Camp Tours during camp hours.
- Sick campers or campers in the nurse's office requiring parent pick up will be brought down to parent.

## Camper and Parent Orientation

**2020 Camp Dates: Monday, July 6<sup>th</sup> thru Friday, August 21<sup>st</sup> (7 weeks)**

### *What to Bring to Camp*

- There will be no in person Family Day. Group Leaders (the head counselor/teacher who will be with your child all day long) will contact you and arrange a private video meeting with you and your child prior to opening day.
- Division Heads will host zoom meetings for groups of parents and campers to review the program and what to expect.
- Practice Day - During the week of June 29 thru July 2, Crestwood will be having Staff Orientation Training. We will schedule practice parent pick-up and drop-off times by group, where in addition to learning the arrival and dismissal process, you will have an opportunity to meet your child's group staff, give items to the staff to place in your child's cubby and drop off any medications with a nurse on site.
- Special Requests - If your child has any medical, dietary, or other special needs, please contact your division head directly to discuss these issues personally. For some issues they may direct another Crestwood Administrator to contact you - i.e. specific food issue or swimming concerns.
- Clothing and Personal Items - Bathing suits and other items needing laundering will go home on a daily basis. Crestwood will provide all towels for swim. Towels from home may not be brought to camp. Each day we ask that you send your child with one clean face mask in the event it is needed. We ask that you provide the following list of extra clothes in a closed bag to be stored at camp: one sweatshirt, one extra t-shirt, one pair of shorts, one pair of jeans/sweatpants, one pair of socks and underwear, sunscreen, an extra bathing suit and an inexpensive raincoat. For preschool age campers please also provide diapers and swim diapers if needed.

- We recommend Spray sunscreen and Face stick this summer to limit close contact.
- CELL PHONES WILL NOT BE PERMITTED AT CAMP BY ANY CAMPERS. Teens will have their own cell phone policy. Electronics and other internet capable devices are also not permitted at camp. We feel that camp is a place that should connect children with the friends, staff and people around them as well as with their natural surroundings. One of the best reasons to have your child spend the summer at Crestwood is to see them excited and having fun without needing a screen, electronics or cell phone.
- What to wear to camp - CRESTWOOD has no dress code for the children. Common sense dictates that each child dress as comfortably as possible including light colored cotton shirts, shorts and socks. We strongly urge all children to wear sneakers to minimize foot injuries. We recommend that no child wear earrings or other jewelry, for safety reasons. Please avoid dressing your children in expensive clothing.
- Communication - All Parents and Staff must sign up for the Remind App and join the necessary groups in order to receive important information and updates from camp. Instructions will be sent to you. We welcome your calls and emails throughout the summer. Your child's Group Leader and Division Head will call you periodically to tell you about your child and their camp experience. Group Leaders may not receive phone calls or texts during the camp day. Our Office Staff, Administrators, or Division Heads can assist you or relay any messages.
- CAMP PHOTOS - More details to follow.

## Required Forms

- Medical Exam / Immunization Form.
- Safer Together - Memo of Understanding (online).
- Health History Form (online).
- Personal Information (online).
- Medication Authorization Form (if needed).
- OTC (Over the Counter) Medication Authorization Form (if needed).
- Allergy Lunch Substitution Form (if needed).



## Administrative Team

### Directors:

Mark Hemmerdinger	Owner/Director	22 Yrs.
Mark Transport	Owner/Director	10 Yrs.
Jeff Deutsch	Director	21 Yrs.
Stephanie Hart Steiner	Education Director & Summer Pre-School Division Head	24 Yrs.
Ken Korder	Associate Director – Specialist Supervisor	9 Yrs.

### Division Heads:

Kim Marotto	Division Head Full Day Kindergarten Groups	36 Yrs.
Christine Eliot	Division Head 1st & 2nd grade girls	13 Yrs.
Brian Iken	Division Head 1 <sup>st</sup> & 2 <sup>nd</sup> grade boys	23 Yrs.
Barry Steinberger	Division Head 3 <sup>rd</sup> -6 <sup>th</sup> grade boys	15 Yrs.
Alyse Skoller	Division Head 3 <sup>rd</sup> -6 <sup>th</sup> grade girls	14 Yrs.
Kim Ott	Teen Director	6 Yrs.
Adam Goldfarb	Teen Adventure Division Head	6 Yrs.
Peter Sloman	Teen Division Head	1 Yr.
Dan Selmer	Endeavor Division Head	4 Yrs.

### Supervisors:

Mady Mocelo	Athletics Supervisor	41 Yrs.
Kathleen Serafin	Swim Director	17 Yrs.
Kate Sullivan	Assistant Swim Director	16 Yrs.
Rich Stern	Assistant Swim Director	14 Yrs.
Theresa Alley	Leadership & Apprentice Program	15 Yrs.

### Administration:

Diane Daly	Transportation Director	33 Yrs.
Robin Ernst	Staff Training Director	19 Yrs.
Fermin Jerez	Maintenance Director	29 Yrs.
Debbie Kalmus	Billing Inquiries	26 Yrs.
Lori Makower	Security Director	5 Yrs.
Elyse Pollack	Summer Registrations	10 Yrs.
Andrew Richter	Special Events Director	7 Yrs.
Bob Singer	Camp Schedule Administrator	42 Yrs.
Beverly Stein	Office Administrator	22 Yrs.
Marty Stern	Food Services	20 Yrs.
Cherilyn Weiss	Office Administrator	6 Yrs.
Jackie Weissman	Notes & Message Supervisor	23 Yrs.
Kristy Zimmerman	Office Administrator	3 Yrs.