**Amigo Centre Outdoor / Environmental Education**

**COVID-19 Preparedness and Response Plan for Fall of 2020**

**Introduction:**

* Amigo has always prioritized the health, safety and well-being of campers and guests.
* In the past few months we have all been trying to navigate through unusual circumstances.
* Amigo’s safety plan is based on LARA Guidelines for Camp Operations During COVID-19 issued June 12, 2020
* Our goal is providing a safe, welcoming place where students and adults can enjoy the many wonders of the outdoors. New health and safety protocols are being implemented to reduce the spread of COVID-19, to keep children, families and staff members as safe as possible.
* Our guidelines will change in accordance with implementation of new orders from the Governor of Michigan.

**Chain of Communication**

1. *Amigo’s Coordinator of Outdoor / Environmental Education will communicate the COVID-19 Preparedness and Response Plan to the* ***school contact person and the principal****.*
2. *It will be the responsibility of the* ***contact person*** *to communicate the COVID-19 Preparedness and Response Plan to other* ***teachers, parents and students****.*

**School Expectations** – **Regarding Monitoring for Covid-19**

1. ***Before coming to camp:***

* Verify with parents whether their child has been exposed to someone with COVID-19 or someone suspected of having COVID-19. If the answer is yes, the student is not allowed to participate in the field trip.
* Verify with parents that their child has been completely free of symptoms (fever, chills, cough, shortness of breath, difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion, runny nose, nausea, vomiting or diarrhea) of COVID-19 for the past 72 hours prior to their field trip.
* Ask the student it they have felt unwell (fever, chills, cough, shortness of breath, difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion, runny nose, nausea, vomiting or diarrhea) in the last 3 days (72 hours). Verify that they have not been using medicine to reduce fever in the past 3 days.
* Perform temperature checks. If temperature is above 100.4 degrees, the student should be excluded from the trip. Cough, and/or diarrhea in addition to fever is suggestive of COVID-19 in youth.
* Visually check the students for signs of illness, including flushed cheeks, shortness of breath (without recent physical activity), fatigue or extreme fussiness.
* If a student has any symptoms or develops symptoms during the trip to camp, they should be sent home.

1. ***While at camp:***

* Observe students, watching for signs of illness, including flushed cheeks, shortness of breath (without recent physical activity), fatigue or extreme fussiness.
* If a student develops symptoms during their time at camp, their temperature will be taken. If temperature is above 100.4 degrees, the school health officer will take steps to have the student sent home. While the student remains at camp they will stay in isolation in a camp cottage.
* School health officer will call the local health department to report exposure and determine whether close contacts need to leave camp.

1. ***Post Trip:***

* School contact person is responsible to notify Amigo Centre if any students who attended a field trip, contact COVID-19 within 10 days of the field trip.

**Procedures for Preventing Disease Transmission**

1. ***Staff Training and Protocols***

* Amigo will train all of its staff on the new safety protocols and expectations,
* Class teachers will review safety procedures and expectations as part of the class instruction.
* When arriving at Amigo, staff will perform temperature checks and complete a health surveillance check daily. If a staff member experiences COVID-19 like symptoms during the day, they will immediately contact the O/EE Coordinator, and then be sent home. Amigo will then contact the local health department to report exposure and determine if others also need to be sent home.

1. ***Appropriate Safety Equipment***

* Staff members will be expected to wear masks when indoors, and outdoors any time not maintaining a physical distance of six feet from others, except when in a canoe.
* Students and adults will be expected to wear masks whenever indoors or physical distancing cannot be maintained outdoors, except when canoeing.
* Students, parents and school personnel will be expected to provide their own masks.
* All students need to receive proper training from school personnel regarding putting on their masks, removal of masks and storage of masks.

1. ***Practice Good Hygiene***

* Cough or sneeze into your elbow or a tissue
* Avoid touching your mouth, nose and eyes.
* Wash hands with soap, if you cough into your hands or touch your nose.

1. ***Designated Groups***

* Students will be assigned to “Study Groups”. Each group will contain a maximum of 10 students and 2 adults
* Students will function within their Study Group during their entire time at camp.

1. ***“Classroom” Spaces***

* Weather permitting, all classroom spaces will be outdoors.
* If need to move to an indoor space, staff, students and adults will be expected to wear masks.
* “Classroom” spaces will be set up to facilitate physical distancing with physical guides.

1. ***Designated Common Spaces / Gathering Areas***

* Each Study Group will have a designated common space in the Pavilion, with seating being spaced out 6 feet apart.
* These designated areas will be used during orientation, snack & meal times and for as a place to store backpacks.
* When using the Pavilion, the Study Groups will need to maintain a distance of 10 feet from other Study Groups.

1. ***Restroom Use and Hand Washing***

* Hand sanitizing stations will be set-up outside of restrooms
* Masks must be worn in the bath house.
* Occupancy in bath house will be 4 people at a time per floor. Monitoring will be done by school personnel.
* CDC guidelines for hand washing will be posted in all rest rooms as a reminder of proper hand washing techniques.
* Time will be built into the schedule for hand washing / hand sanitizing **after each class**. Everyone will be expected to wash their hands between each class.

1. ***Surface Cleaning and Disinfecting***

* Facilities and surfaces will be disinfected on at least a daily basis, using recommended products and cleaning protocols.
* Restrooms will be cleaned and disinfected more frequently depending on size of group and length of stay.
* Shared equipment (such as canoes & paddles, archery equip, fishing poles, compasses, dip nets & other macro class equipment) will be sanitized with an EPA approved disinfectant between each use/class. Items not easily cleaned (life jackets) will be used and then quarantined for 3 days.
* Adults and children will use hand sanitizer to clean hands before and after the use of shared equipment.

1. ***Food/Meal Service***

* Whenever possible, meals will be served in the Pavilion. If a meal is served in the Dining Hall, and if the group needs to eat indoors, seating will be a maximum of three people per round table and masks need to be worn except with eating.
* Everyone will be expected to wash their hands before each meal.
* Amigo staff will plate up the food at the direction of student and their plate will be handed to them at the end of the serving line.
* Students will be expected to sit with their Study Group.
* We will still encourage Zero Waste, but will not be weighing food waste.
* During meal times, Amigo staff will serve water, including refills, to students and adults.
* **NOTE:** Schools need to provide **bottles of water** for students to drink between classes, all drinking fountains are turned off.

**Isolation Procedures (in case of symptoms or confirmed cases onsite)**

1. Student/Parent or School Personnel:

* If anyone develops symptoms of COVID-19 while on site, the designated health officer for the school will be notified and will accompany the individual to the designated place away from all students and other staff
* If a student - their parents will be called and the student will be sent home.
* If an adult – they will make arrangements to be picked up and will be sent home.

**Refund Policy**

1. If a school needs to cancel their field trip due to the occurrence of COVID-19, they will not be charged and their deposit will be rolled forward to next year.
2. If a field trip needs to be canceled due to COVID-19 occurring among staff, the Coordinator of O/EE will work with the school to reschedule.

**Operational Phases** (will be dependent on state of Michigan guidelines for our region)

Phase I – everyone is expected to wear a mask at all times, practice physical distancing and good hygiene.

**Phase II** – **staff are expected to wear masks indoors and outdoors any time not maintaining a physical distance of six feet from others. Things will be put in place to facilitate physical distancing for everyone. Children will need to wear masks before entering buildings and as long as they remain indoors. Everyone is expected to follow good hygiene practices.**

Phase III – staff are expected to wear a mask when indoors. Things will be put in place to facilitate physical distancing for everyone. Children will need to wear masks before entering buildings and as long as they remain indoors. Everyone is expected to follow good hygiene practices.

Phase IV – masks are not needed for anyone, but physical distancing will still be facilitated. Everyone is expected to follow good hygiene practices.

Phase V – masks not needed, physical distancing not needed. Good hygiene practices continue. **Revised 7-29-2020**