

SUMMER 2021

COVID-19 Protocols for Summer Planning

Draft 2.3

**Stakeholders:**

***Facilitators / Organizers:***

Samantha Betancur	CSET	Summer Youth Camps
Michael Casbourne	Pre-College	Trio, Upward Bound Programs
Dr. Corey King	Student Affairs	Bridge Program
Jason Mathwig	CECE	Youth Camps
Linda Hornick	CECE-MNT Campus	Youth Camps
Melissa Betke	CECE-SBY & MAN Campus	Youth Camps
Coaches <i>*Jermaine Rolle</i>	Athletics	Youth Camps

***Auxiliary:***

Jeff Krueger	Kress Event Center	Sports Camps & Third Party Rentals
Matt Suwalski	Union & Food Service	Reservations & Food Service
Julianne Crayton	Residence Life	Housing for Programs
Erik Aleson	Facilities	PPE & Custodial
Scott Piontek	EHS & RM	COVID Safety & Sanitation

**Institutional Protocols**

1. The University will continue current [COVID-19 Protocols](#) for all individuals entering University Buildings
2. Consistent with [UWSA SYS 600](#) bi-weekly testing is required for anyone who will have regular and scheduled presence inside a University building once or more per week unless explicitly exempted by the University.
3. Interior room use is limited in occupancy based on [COVID-19 restrictions](#)
4. Testing through the Wellness Centers, at Additional Locations or the KEC Testing Center is only available to UW-Green Bay employees or those directly engaged in UW-Green Bay sponsored activities
5. UWSA Office of Compliance and Integrity has released guidance for Youth Programs under [UWSA SYS 600](#) which will be required to be followed by all Youth Programs held on or sponsored by a UW-Green Bay Campus.

## Definitions

Cohort:	Cohort or pod is another name for a small social bubble, advised by health experts since the beginning of the COVID-19 pandemic as a mechanism to keep interactions with others low. For application of UW-Green Bay Protocols cohorts will be limited to <b>25 total people</b> including instructors or facilitators.
Duty of Care:	The obligation of the Facilitator to accept and oversee the care and custody of a Minor Participant based on both an objective criteria and the subjective belief of the Guardian of the minor.
Event:	The camp, clinic or other organized activity which is hosted on a UW-Green Bay campus in fulfillment of the University Mission and focused on pre-college students. <i>These protocols excluded while private events hosted on a UW-Green Bay property but are not open to public registration and aligned with the University Mission.</i>
Facilitator:	The Organization, Agency or Department of the University which is sponsoring the Event.
First (Start) Day:	The day in which the Participant first comes under the duty of care of the Facilitator. This definition includes the registration and check in days.
Guardian:	The parent or <b>legal</b> guardian of the Participant who has authority to consent to treatment of the Participant. <i>This definition does not include an adult who may have temporary supervision of the Participant by consent of the parent or guardian.</i>
Last Day:	The final day of the Event in which the Facilitator has a duty of care to oversee the Participant.
Multiple Day Event:	An Event which is schedule to occur over the course of two or more days. <b>This definition includes events which are schedule for more than one days regardless of whether those days are consecutive or not.</b>
Participant:	A minor who is enrolled and engaging in the organized activity of the Event and for whom a duty of care is placed on the Facilitator for the care and custody of the minor.
Point of Contact (POC):	The designated staff person of the Facilitator who is responsible for responding to COVID-19 concerns, such as director of the camp.
Single Day Event:	An Event which all activity occurs on a single day. <b>Events scheduled for multiple, non-consecutive days will not fall under this definition.</b>

## Summer Youth Event Requirements

### 1. General

- a. Before the commencement of any Youth Event the Facilitators must review and confirm the ability to conform with the best practices as set forth in the [American Camps Association Field Guide for Camps](#)
- b. Each activity must provide a written [COVID-19 Safety Plan](#) which provides the following information;
  - i. The process used to record daily attendance of the activity, including the names of the participant; guardian information; contact information
  - ii. Roster of all employees and volunteers, including contact information
  - iii. A daily acknowledgment that each participant (including employees and volunteers) of being asymptomatic
  - iv. Testing plan (*as applicable*)
  - v. Contact tracing plan
  - vi. Isolation plan for any participant or employee pending pick up
  - vii. An exclusion plan for any participant which may become symptomatic or test positive
    1. Including a refund plan and calculations of proration
  - viii. A food plan (*as applicable*)
  - ix. A training plan for employees & volunteers on overseeing COVID-19 Protocols
  - x. PPE & Sanitation needs and a procurement plan for those items
- c. There will be no “weather plan” for outdoor activities. Participants in outdoor Events will have entrance to University buildings limited to use of restrooms, to take immediate refuge from emergency conditions or to receive emergency services. In the event of thunder, extreme heat or other weather conditions which may interfere with the activity, the event should be cancelled and Guardians should be ready to pick up Participants within one hour of notice.
- d. Except for specifically noted UW-Green Bay Sponsored events, the use of campus space, aside from the space specifically provided for the camp/ event is not permitted. The Union, KEC or other areas on campus not designated to camp shall be off limits to campers.
- e. Facilitator of the Event must have a clear isolation protocol for any participant who becomes symptomatic while engaged in the camp; is contact traced; or reports a positive test. This should include
  - i. A communication plan to have the Participant picked up ASAP, but not less than one hour from notice.
  - ii. A designated spot for isolation
  - iii. Staffing sufficient to oversee the Participant during isolation.
  - iv. A method of calculating refunds for those Participants who are not permitted to continue participating in the camp due to a positive test or contact tracing.

## 2. Cohorts

- a. All group activities should be limited to not more than 25 participants *including instructors or supervisors*
- b. Participants should stay in the cohorts during the entire day and if practical as possible throughout the camp
- c. Each cohort should be recorded each day to ensure appropriate contact tracing
- d. If any indoor space is being used by different cohorts on the same day, cleaning by UW-Green Bay Custodial Staff must be done between uses
- e. When possible cohorts should remain the same day to day for ease of contact tracing

## 3. Gating

- a. **Clear communication should be given to Guardians of campers about pick up and drop off times; the gating requirements; and all COVID-19 Protocols.**
- b. Each Event shall have a process in which the campers acknowledge that the Participant is symptom free each day (see [Daily Assessment](#))
- c. Facilitator must have a process to have any camper who becomes symptomatic during the camp to be isolated and returned home.
- d. The Participant should not be allowed to intermingle with any other participants or staff until they have completed the acknowledgment.
- e. If required, the Participant should not be allowed to intermingle with others until they have confirmation of a negative COVID-19 test. *It will be expected that the Guardian of the camper remains with the camper until the test results are known.*
- f. Guardians will not be permitted to stay and observe the activities; will not be able to drop of lunches or have lunch with Participants; and must use face coverings at all times while on campus

## 4. Distancing

- a. Participants and instructors should maintain not less than 6 feet of physical space between themselves and others during the activity.
- b. In the event that this is not possible interaction between campers or staff and participants should be limited to not more than 15 minutes of continual contact and face masks must remain on during this contact.
- c. Facilitators will be responsible for the administration and enforcement of social distancing. Participants and instructors who fail to follow the social distancing requirements must be removed from the program.

## 5. Testing (**Required for all Youth Activities held on or sponsored by UW-Green Bay campus**)

- a. Single Day Events
  - i. Participants are asked to self-quarantine 10 days prior to the activity.
  - ii. Participant are asked to report any positive Covid-19 test results if received within 3 days after the final day of programming.
- b. Proof of negative test and gating testing are not required for Single Day Events. Events 2 Days or More
  - i. Participant must have one of the following;

1. Confirmed negative COVID-19 test administered not less than 72 hours prior to arrival at the Event. A negative test administered upon arrival at the camp (*parent must wait with camper while awaiting test results*)
    2. Documentation of a positive PCR COVID-19 test which had been received not more than 90 days prior to the **last day of the camp**
      - ii. Participant are asked to report any positive Covid-19 test results if received within 3 days after the final day of programming.
  - c. Events Using Residential Spaces
    - i. Any activity which is using Residential Space will require that all participants have a negative Bianx NOW testing administered by the Universtiy upon arrival
    - ii. All participants and staff must engage in testing every three days (72 hours) from the first negative test through the end of the activity
  - d. Facilitators may implement alternative testing protocols so long as the selected protocols are not less than the minimal testing set forth above.
  - e. Participants, Employees and Volunteers who have meet all the following requirements are exempt from any testing requirement:
    - i. If an individual is “fully vaccinated,” which means that it has been two weeks or longer since the individual has completed the vaccine series.
    - ii. The institutions can verify that the individual is fully vaccinated.
    - iii. The individual is asymptomatic.
6. PPE & Cleaning Requirements
- a. Areas and high touch surfaces must be properly cleaned between cohort uses of any space.
    - i. Facilitators will be responsible for the cleaning of the touch points and other spaces between uses.
    - ii. UW-Green Bay Facilities will provide daily cleaning of indoor spaces used during camps
  - b. UW-Green Bay Facilities will have the sole discretion to determine the need to perform cleaning in between uses and whether multiple uses of space will be permitted by different cohorts.
  - c. Facilitators must provide required PPE and hand sanitizer for participants and instructors.
  - d. UW-Green Bay sponsored Events should make requests through the [COVID-19 Material Request](#) process other Events must supply their own supplies.
  - e. Need for exceptional cleaning and the provision of PPE or other cleaning supplies for third party camps may require the payment of a surcharge as a method of cost recovery.
  - f. Responses to discharge of bodily fluid or Blood Born Pathogens shall be responded to as set forth in Appendix “C”. All Facilitators shall review and understand the information contained in this appendix and ensure that all relevant staff and volunteers are aware of these processes.

## 7. Face Masking

- a. All Facilitators must provide face masks for participants and instructors.
- b. Any activity occurring inside University Buildings must adhere to the [Chancellor's Order of Face Masking](#)
- c. Facilitators will be responsible for the administration and enforcement of all face masking. Participants and instructors who fail to follow the face masking requirements must be removed from the program.
- d. The University Face Mask Protocols are attached here as Appendix "D". All Facilitators shall review and understand the information contained in this appendix and ensure that all relevant staff and volunteers are aware of these processes.
- e. Outdoor Activity
  - i. Participants:
    1. Participants must wear face coverings when engaged in non-physical activity (during non-active instruction or waiting in line) or when social distancing is not possible.
  - ii. Instructors:
    1. Instructors shall maintain face covering at all times during any instruction or activity.

## 8. Dining

- a. Participants will be required to remain in their cohorts during break and dining times.
- b. Each Event must direct Participants to the designated dining area and the Facilitator will be responsible for the maintaining the Participants compliance during the meal breaks.
- c. The participants will remain required to socially distance during meal times and remain masked when not eating or drinking
- d. Common food and beverages are not permitted.
  - i. **For high activity Events (e.g. Athletic Camps) communication should be clear that common hydration will not be available and Participants must bring their own water or drinks.** The required Medical Staff attending to these Events will be provisioned a limited amount of bottled water to distribute to a Participant if they have not brought water or need additional hydration.

## 9. Closing (Camper Exiting)

- a. At the end of each day the operator of the camp will be responsible for ensuring that all participants adhere to the COVID-19 protocols until they are picked up by the custodian.
- b. The operator of the camp will monitor all campers throughout their presence on campus regardless of the time in which they are picked up
  - i. When possible, campers should remain in cohorts until they are picked up to facilitate contact tracing

### Operations:

- A. Not less than 30 days prior to the start of any camp the Facilitator must provide the above mentioned COVID-19 Safety Plan to Christopher Paquet ([paquetc@uwgb.edu](mailto:paquetc@uwgb.edu)) (920) 465-2110.
- B. Each Event must provide a COVID-19 FAQ (*see Appendix "B" for model*) document to each participant advising on testing requirements; refund policies, including direct contact information for the POC; isolation and removal protocols; the daily assessment; face masking; social distancing; etc.
- C. On the commencement date of Event, the Facilitator must have in hand proof of the required COVID-19 testing documentation and ensure that this information is stored in a HIPAA compliant fashion through the end of the Activity.
  - a. The University will apply a three-stage triage for receipt of documentation
    - i. The registration will include a process which requires the Guardian to submit documentation within 72 hours of the activity beginning (*preferred*)
    - ii. The Guardian can provide documentation upon arrival at the camp (*Facilitator will be required to retain a copy of that document in a HIPAA compliant fashion through the duration of the camp*)
    - iii. The guardian will be referred to the KEC Testing Center (or testing availability at the Additional Location) to have a rapid Binax NOW test performed
      1. **No participant will be allowed to participate until the results of that test are known**
      2. **The Guardian will be required to stay with that participant until the results are know and the participant can enter the Event.**
      3. **All other Participants who arrived in the same vehicle as the Participant being tested will not be permitted to participate in the activity until the results are known.**
        - a. **In the event that the Participant tests positive, all other participants who arrived in the same vehicle will be prohibited from entering the camp.**
  - b. Testing will be available to all Participants at the Kress Event Center located on the Green Bay Campus. Facilitators should coordinate with Jeremy Clevon [clevenj@uwgb.edu](mailto:clevenj@uwgb.edu) the first date of the Event to ensure that appropriate staffing is available to address any Participant who arrived without a valid negative test. In addition, the KEC Testing Center will have open testing hours for all Participants to obtain the required testing prior to coming to the first day of the Event.
  - c. After the first day of the activity a list of all participants and staff (including contact information) will be provided to Christopher Paquet with an indication of the negative test and how that information was verified
  - d. It is the responsibility of the Facilitator to maintain all records through the Event and through the proscribed period of retention.
- D. On each day, the camp will facilitate a Drive Through Check In where a staff member will verbal perform the daily self-assessment with each Participant and record the results from each

participant. The Facilitator must retain this record through the end of the Event. Facilitators will be responsible for retention of rosters and other records for a period of time not less than two (2) years after the last day of the event.

- a. Any Participant who would answer in the affirmative to any of the questions on the daily assessment shall be excluded from joining the event on that day. It is recommended that a symptomatic Participant be excluded from the Event until they show a negative test, but it is at the discretion of the Facilitator whether to require an individual to provide proof of negative test prior to returning.
  - b. No Participant should exit the car until all participants have completed the daily assessment.
  - c. Should any Participant respond to the Daily Assessment in a way that would make participation impermissible, all participants arriving in the same vehicle would be prohibited from participation on that day. It is recommended that all excluded participants be required to provide proof of negative test prior to being readmitted to the Event. It is at the discretion of the Facilitator whether to require a negative test from all excluded Participants prior to re-admission.
  - d. The Facilitator must document the following information on a daily basis
    - i. The name of each Participant
    - ii. The time of arrival
    - iii. Confirmation of the daily assessment
    - iv. Designated cohort if applicable
    - v. Time of exit
  - e. This information must be available upon request to the University for review daily.
- E. Each Event which intends on having Participants dine during the activity must include a dining plan within its safety plan.
- a. Each Event must have a designated dining area that will facilitate the Participants remaining in their cohorts and adhering to social distancing.
  - b. Participants will be required to remain in their cohorts during break and dining times and participants must remain required to socially distance during mealtimes and remain masked when not eating or drinking.
  - c. Participants must be provided information in advance of the need to bring meals as food service on campus will be available only upon direct agreement with the University Union.
  - d. Parents may not “have lunch” with the Participant or deliver lunch to the participant once camp has started.
- F. Each Event will be responsible for facilitating the required contact tracing of its participants.
- a. Upon receipt of notice that a Participant or employee is infected the Facilitator must perform contact tracing on all members of the cohort, as well as any participant who has reported receiving transportation with the infected person.
  - b. It is recommended that any Participant who is found to have been in [CDC defined close contact](#) with any infected person will be required to isolate for the proscribed period and will not be permitted back to an on-campus Event for 10 days. The Facilitator shall



have discretion as to whether the Participant can be readmitted with proof of a negative test administered subsequent to the close contact.

- c. The Facilitator will be responsible for overseeing any isolation required as a result of contact tracing and shall provide information on termination of participation and refunds for any participant who is excluded due to contact tracing.
- G. The Facilitator for each Event shall have a clearly defined refund policy for any participant which is excluded because of becoming infected, experiencing symptoms during the Event or being contact traced resulting in their exclusion.
- a. All registration material must include information advising of the policy.
  - b. All registration material must include advisement on the process to request a refund.
  - c. All registration material must include the name and contact information for the POC for the Event which allows the guardian to make inquiries about the refund policy.
  - d. Upon the exclusion or isolation of any participant under COVID-19 protocols the Facilitator shall provide information about the refund policy and procedure to the Participant's Guardian directly with notice of the exclusion.
  - e. Any questions or concerns received by the UW-Green Bay Office of Contact regarding individual refunds will be directed to the POC for the Event.

## Appendix "A"

### UW-Green Bay 2021

#### Planned Summer Programs:

##### Youth Programs

1. CECE Youth Camps (UW-Green Bay Sponsored):
  - a. 13 scheduled (*includes Additional Locations*)
    - i. No residential camps
    - ii. Food Service for 1 meal per day or BYO
    - iii. Prepared to restrict enrollment based on COVID-19 restrictions
  - b. Programs held at Additional Locations will follow the same guidance
  
2. Third Party Camps (University Affiliated, *primarily athletics*)
  - a. 3 requested through CECE
  - b. Will NOT be residential
  - c. BYO Lunch
  - d. Enrollment and activity restricted based on KEC established COVID-19 Protocols
  
3. Pre-College / Trio:
  - a. Program authorized to proceed as "normal"
  - b. Residential use authorized
  - c. Food service as required by residential component
  - d. Will need to follow testing & cohort restrictions
  - e. *Facilitator authorized to work with Auxiliary in coordinating services, including needed custodial and PPE*
  
4. Bridge Program:
  - a. Program authorized to proceed as "normal"
  - b. Residential use authorized
  - c. Food service as required by residential component
  - d. Will need to follow testing & cohort restrictions

##### Non-Youth Programs:

1. Residential Life Lodging
  - a. UW-Green Bay Students
    - i. Continue residence through summer
    - ii. Held to bi-weekly testing requirements
    - iii. Held to all isolation and reporting requirements of current Res Life practice
  
  - b. "Snowbirds"
    - i. Reside through contract with Residence Life

- ii. Will be required to adhere to UWSA SYS 600 Interim (*process TBD by Residence Life*)
      - iii. Residence Life Staff will be Office in charge of enforcement and oversight for COVID-19 Protocols
    - c. Interns & Non UW-Green Bay Students
      - i. Reside through contract with Residence Life
      - ii. Will be required to adhere to UWSA SYS 600 Interim (*process TBD by Residence Life*)
      - iii. Residence Life Staff will be Office in charge of enforcement and oversight for COVID-19 Protocols
- 2. Third Party Use
  - a. Prohibition of Third-Party Activities on campus will continue through May 14, 2021. *The following assumes the lifting of that restriction post 5-14-2021:*
  - b. Groups will be allowed to make a reservation for space use (indoor or outdoor) through the Kress Event Center, Union, for outdoor space and classroom space post May 14, 2021 the following restrictions & understanding.
    - i. That reservations are not a guarantee of space use. The reservation must include;
    - ii. The unilateral ability of the University to cancel the reservation should;
      - 1. Conditions exist on campus which make it unsafe to hold the event on campus
      - 2. National or Local Public Health directive restricts or prohibits the activity or gathering
    - iii. That all COVID-19 Safety Protocols (i.e. face masking, physical distancing, use of PPE & cleaning) applicable to campus buildings at the time of the event will be required of the event
    - iv. That the University has the sole right to dictate the number of participants in the event based on the University's assessment of physical distancing needs
  - c. Upon making the reservation the operational area taking the reservation shall collect the following;
    - i. The date of event
    - ii. The planned activity and attendance
    - iii. For outdoor events, confirm that indoor space **will not** be available in the event of weather conditions
    - iv. The date that the user indicates they would need to have confirmation of the space use (*not inability of the University to confirm on that date will allow for a cancellation of the reservation by either side*).

## Appendix "B"

### Template FAQ Communication for COVID-19 Protocol

*\*Note this is a model communication which can be used, but can also be modified within reason to reflect any alternative protocols to be expected by the Event (e.g. noticing participants to bring their own water, etc.). If substantive changes are made, please forward a copy of the final draft to Christopher Paquet [paquetc@uwgb.edu](mailto:paquetc@uwgb.edu) for review and approval.*

*An FAQ document must be provided to each Participant or Guardian through the Registration Materials or in the alternative can be referenced as a link in those material if the Event has a webpage.*

#### **UW-Green Bay is Ready:**

UW-Green Bay is pleased to welcome all of our campers back for face-to-face youth activities. All camps and clinics will be operating summer camp in 2021 under the guidelines recommend by the Wisconsin Department of Health and [American Camps Association Field Guide for Camps](#).

We thank you for choosing to participate in our camp this summer, our Staff is ready to provide a fun, safe and educational environment for your camper! We hope that this [COVID-19](#) page will help you gain a better understanding of what camp may be like with us this summer, and that providing this information will allow you to register and prepare with confidence for camp with us during the ongoing pandemic.

#### **Before you enroll:**

When choosing to enroll your camper, UW-Green Bay suggests that you consider taking these steps before you register:

- **Consult With Your Medical Provider.** If a camper is at increased risk for complications related to COVID-19, we strongly recommend that you consult with your medical provider to assess your campers' risk to consider whether UW-Green Bay programs are appropriate for your camper at this time. See CDC resources discussing those at increased risk [here](#).
- **Understand Your Medical Insurance.** All campers must have medical insurance. Note: Your personal medical insurance may not cover your camper's medical expenses. Review your medical insurance to determine if coverage is appropriate, or if a supplemental medical policy may be necessary.
- **Create Emergency Plans.** Back-up travel plans are more important for summer 2021 due to the uncertainty presented by the pandemic. For example, a camper may need to return home early from camp (possibly within one hour of receiving notice), leaving you scrambling to figure out how to come to campus to pick up your camper. Have a plan to be able to have someone pick up your camper on short notice if needed.

#### **Before Your Camp**

NOTE: This information is meant to give an overview of the practices and policies that will be in place during summer 2021, based what we know now. These protocols can and will change as we approach camp start dates; we are continuously updating the information listed here to adapt to current

conditions. *Please note that all Local Health Rules will be applied on the day of the camp, so please refer to State and County Health Department Guidelines prior to the first day of camp.*

## Testing & Quarantining

Prior to starting your UW-Green Bay camp, campers WILL be required to:

### Single Day Activities

- Camper should self-quarantine at least 10 days prior to the camp. During the 10 day quarantine, campers may interact only with their immediate family, and may not attend other camps, social gatherings (e.g. playdates, weddings, parties), mass gatherings (e.g. sporting events, concerts, parades), or be in places such as restaurants, bars, fitness centers, or movie theaters. If there are necessary interactions in public (e.g. doctor appointments) campers and their families wear masks.
- Participation is not allowed for those currently in quarantine or isolation.
- Camper must report to [UW-Green Bay Camps](#) any positive COVID-19 test results if received within three days of the beginning or end of the program. Please call (920) 465-2775.

### Activities 2 Days or More

- Camper is REQUIRED to have one of the following:
  - Tested negative within three days of arrival, or;
  - Tested negative upon arrival with the Abbott Binax NOW test, or;
  - Documentation of a positive PCR test within 90 days of the activity and past completion of the isolation period.
- Camper is not allowed for those currently in quarantine or isolation.
- Camper must report to the Camp Point of Contact (*provided in registration materials*) any positive COVID-19 test results if received within three days of the beginning or end of the program. Please call (920) 465-2775.

## During Your Time at Camp

In order to minimize the spread of communicable disease and exposure to COVID-19 at camp, we have enhanced our health, hygiene and wellness practices based on guidance from The American Camp Association, YMCA, Environmental Health Engineering, Inc and the Centers for Disease Control and Prevention (CDC).

### Check-In on First Day

We will be completing check-in via a drive through process. The following is the step-by-step check-in process:

1. You will be notified prior to the start of camp of your drive-through check-in location.
2. Upon arrival, campers should not get out of the vehicle until given permission to do so by camp staff.
  - a. Parents and guardians should not get out of the vehicle at any time.

3. On the first day of camp, camp staff will go over your health care form and COVID-19 forms prior to the camper joining the camp.
  - a. First, if a camper has not had a negative COVID-19 test in the past 72 hours, they will be required to complete a rapid Abbott Binax NOW test provided by UW-Green Bay at no cost to the camper before they are allowed to enter the camp. The camper must remain in the vehicle until they have received their results. Parents and guardians should remain with the camper during this time. This rapid test typically takes approximately 15 minutes.
    - a. Participants testing positive upon the arrival to campus with the Abbott Binax NOW test will not be eligible to participate in the activity and must return home with parent or guardian.
  - b. Second, a Health Screening will also take place at this time to ensure the camper does not exhibit any symptoms or sign of COVID-19.

### Daily COVID-19 Policies

#### Daily Drop-Off/Pick-Up

Staff will come to your car to get your camper or bring your camper to the car at pick up. Parents, guardians and visitors will not be allowed at camp or to get out of their cars at drop off or pick up. If possible, please be consistent with the person who drops off and picks up. Face Masks must be worn at drop off and pick up by camper and anyone in the car. During drop-off each day, camp staff will ensure a safe Health Screening was recorded before camper is allowed to exit the vehicle and join the camp.

#### Health Screening

We will have a daily symptom screening checks upon camper arrival and check-in and throughout our days together at camp each day. These health checks will include asking questions about how campers are feeling and recent contact with anyone who is known or suspected to have COVID-19 and checking for symptoms. **Please remember that if your camper is experiencing any [COVID-19 Symptoms](#), they should not come to camp on that day.**

#### Face Masks

**FACE MASKS WILL BE REQUIRED OF ALL CAMPERS AND STAFF.** UW-Green Bay will provide campers with one cloth mask at check-in. However, campers are allowed to bring their own cloth face masks to camp. Families should either wash the face mask each night or wear a different face mask each day of camp. Campers will wear masks properly over the nose and mouth at all times.

**IMPORTANT:** For our protocols to be effective, we need commitment and diligence from our campers and staff. Campers who, in our judgement, do not comply with these expectations may be dismissed from camp.

## COVID-19 Mitigation Strategies

### Cohorting

Our camp groups will not exceed 25 total people (includes staff). When we must interact with groups or people outside of our own cohort (for example, when we are at lunch or in restrooms), we will maintain physical distance and wear masks.

### Physical Distancing

Physical distancing will be required at all times as best as possible. All camp classrooms will adhere to the CDC recommended social distanced guidelines at the time of camp.

### Hand Hygiene

We will increase frequency and staff monitoring of hand washing for 20 seconds with soap and water and use of alcohol-based hand sanitizers. Staff will also teach and monitor proper cough and sneeze etiquette to prevent the sharing of germs during camp.

### Sanitizing

Campers and staff will daily sanitize the classroom both at the beginning and at the end of the day with CDC approved disinfectant and PPE. This includes sanitizing touchable surfaces such as shared group equipment, computers, tables, etc. Campers will not share personal objects (water bottles, personal gear, chap stick, etc.) and any shared items will be cleaned and disinfected between uses. Campus custodial staff will clean and disinfect camp spaces daily.

### Ventilation

Where as it is possible, camps are encouraged to do as much activity outside as possible. However, not all camps are capable of doing all activities outside as well as weather can prohibit the use of outdoors space. While inside, we may keep the windows open while driving to increase ventilation.

### Food:

Each camp will establish its own dining protocols. You should review the guidance provided to by your camp in determining whether meals will be available, provided or if your camper will need to bring their own meal. Unfortunately, due to COVID-19 protocols parents will not be permitted to join their child during the lunch break. *Drop off meals to the campers once the camp has started will not be permitted.*

**Common distribution beverages during the camp will not be allowed. Each camper should make sure to bring enough water or other drinks in a personal, sealable container. Sharing of water between campers will not be permitted.**

## COVID-19 Symptoms During Camp/Positive Test

### If a Participant Shows Symptoms while at a Program

The following steps will take place if a participant shows symptoms while at a camp:

1. We will notify the parent/guardian.
2. Camper will be tested for COVID-19 using the Abbott Binax NOW rapid test upon permission of the parent/guardian.
3. Participant will be isolated until they either have a negative test result or return home.

In the event of a positive test, the Camper may seek a confirmation test from a personal provider. Upon proof of a negative PCR confirmation test the Camper may be readmitted to the Event. **If a participant tests positive during a program for COVID-19**

If a participant tests positive during a camp for COVID-19 with an Abbott Binax NOW rapid test, the following steps will take place:

1. The camper will be isolated immediately.
2. We will notify parent/guardian to pick up the participant within **one hour of notification**.
3. We will identify and list close contacts of the participant.
4. We will communicate the possible exposure to teachers, staff, and parents, guardians or caregivers of students in the program.
5. We will communicate with campus facility managers and implement our campus disinfecting and cleaning plan and support any contact tracing efforts requested by the Wisconsin Department of Health Services (DHS) or our local public health department.
6. We will notify close contact participants and staff to:
  - a. Quarantine for 14 days
  - b. Consult with their healthcare provider for evaluation
  - c. Wait 4-5 days before testing unless symptoms develop
7. We will communicate with teachers, staff, and parents, guardians or caregivers the importance of COVID-19 mitigation strategies (e.g., staying home when sick, washing hands, wearing masks, social distancing).
8. We will inform the participant that they can return to programming after meeting criteria for ending home isolation.

### After Camp

Once the camp is done we are asking that parents & guardians remain diligent with COVID-19 Protocols and report to UW-Green Bay if their camper shows signs or symptoms of COVID-19, or tests positive for COVID-19 within three days of leaving camp.

UW-Green Bay is thrilled to be able to allow campers back on campus and will continue to do everything we can to make sure that each camper has a safety, fun and fulfilling experience this summer.

If you have any questions about the application of our COVID-19 Protocols please reach out to the Point of Contact for your Camp. The contact information will be available within the registration materials.



## Appendix "C"

# Bloodborne Pathogens

### *What Body Fluids Contain BBPs?*

- Human blood
- Human blood products
- Semen
- Vaginal secretions
- Fluid found in the brain, joints, chest, abdomen, and amniotic sac
- Any fluid containing blood

Notice that feces, urine, sweat, tears, vomit and saliva do not appear on the list. They are not considered infectious for spread of BBPs.

### *What To Do If An Exposure Occurs?*

- Wash area thoroughly.
- Report incident to supervisor and begin medical follow up promptly.
- Complete Incident Report form.
- **Call Prevea WorkMed at 405-1420. ext. 5097.** (This number is available 24 hours a day.) This extension is answered by Prevea WorkMed nursing staff. Identify yourself as an UW-Green Bay employee seeking advice on blood borne pathogen exposure follow up.
- Depending on time of day and results of phone consultation, proceed either to East Mason Prevea WorkMed at 3021 Voyager Drive or to St. Vincent ER for follow up.
- Bring a copy of the UW-Green Bay Post-Exposure Follow Up form along for follow up treatment.

Please Note: Non-employees (e.g. students) should seek medical follow up on own.

- Follow up exposure with proper medical care
- Use a resuscitation mask when performing CPR
- Cover all cuts and scratches on your skin before going to work
- Wash your hands and other skin surfaces thoroughly with soap and running water immediately after contact with human blood or OPIMs and after removing gloves
- Clean up human blood spills using gloves and disinfecting with a freshly prepared 1:10 bleach and water solution (Operations should be contacted for Campus spills.).

Additional questions can be directed to the UW-Green Bay Safety and Risk Manager, ext. 2273.

## Appendix “D”

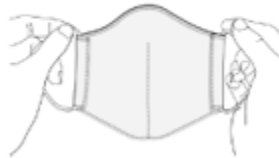
### Summer Camps Face Masking Guidelines

1. All Facilitators must provide face masks for participants and instructors who do not bring their own.
2. Facilitators will be responsible for the administration and enforcement of all face masking. Participants and instructors who fail to follow the face masking requirements must be removed from the program.
3. Any activity occurring inside University Buildings must adhere to the [Chancellor’s Order of Face Masking](#)
4. Outdoor Activity
  - a) Participants:
    - Participants must wear face coverings when engaged in non-physical activity (during non-active instruction or waiting in line) or when social distancing is not possible.
  - b) Instructors:
    - Instructors shall maintain face covering at all times during any instruction or activity.

### Putting on mask



1. Ensure you are using a clean mask
2. Wash hands with soap and water or alcohol-based hand sanitizer before picking up mask



3. Pick up mask by touching ear loops (or ties) only
4. Avoid touching mask itself. (if you continually adjust your mask, it doesn’t fit properly, and you need a different mask type or brand



5. Hold both ear loops and place a loop around each ear
6. Fit mask around mouth, nose, and chin. Make sure you can breathe easily.