

WOODLAND PRESBYTERIAN SCHOOL

COVID-19 Procedures

Daily Operations

Morning Drop Off

- Carpool drop-off will begin at 8:00am at Point B and ends at 8:15am. Any camper arriving after 8:15am will be checked in at the front entrance of the school by the camp nurse.
- Campers will be screened by Health Screeners for fever and parents answer questionnaire prior to camper exiting the car.
- Health Screeners will be wearing a facemask and gloves during the screening process.
- Gloves do not need to be changed unless direct contact with camper occurs.
- Thermometers will be cleaned with alcohol wipes between campers.
- Any person presenting with a temperature greater than 100°F will not be accepted for camp.
- Any camper presenting with symptoms listed in “When to Stay Home” will not be accepted for camp.
- Any camper presenting with temperature between 99.5°F - 99.9°F, parent will be asked to drive to the front of the school to be met by camp nurse for additional screening. Notify camp nurse via walkie-talkie to expect parent and camper.
- After screening, camper will be escorted into the building where hand hygiene will be performed. Assistance will be provided to younger campers to assure good hygiene.
- Once hand hygiene is complete, faculty will escort camper to their assigned classroom.
- Parents will not come in the building unless absolutely necessary.
- If parent must come in building, screening must be done, and visitor questionnaire must be completed at the front desk.

Camp Day

- Movement throughout the school is very limited. Schedules have been designed to allow social distancing of campers to the extent possible and minimize the crossing of campers in the hallways.
- Campers will be divided into cohorts of less than ten that will remain together throughout the course of the camp program.
- All campers are asked to wear face mask coverings with the exception of campers under the age of two, any camper that has trouble breathing, or is incapable of removing a face mask unassisted.
- Woodland will not enforce the wearing of face masks for any camper that is unable or unwilling to wear a face mask properly, including campers that remove their mask or exhibit behaviors that may cause the camper to excessively touch his/her face.
- If you must leave your designated area outside of your scheduled time, notify Mrs. Enterline or Mr. McGuire prior to leaving the area.
- All campers will have individual cubbies and/or bins with his/her own supplies for camp activities.
- Avoid sharing electronic devices, toys, books, and other games or learning aids.
- Seating for campers should be spaced at least 6 feet apart while in the classroom.
- Provide physical guides, such as tape on floors or sidewalks and signs on walls, to ensure that staff and campers remain at least 6 feet apart in lines and at other times when feasible.
- Hand washing should be done frequently throughout the day with special attention to before and after using the restroom, eating, returning from recess, after sneezing, coughing, blowing the nose, and when hands are visibly dirty.

WOODLAND PRESBYTERIAN SCHOOL

COVID-19 Procedures

Daily Operations

Camp Day cont.

- Respiratory etiquette and social distancing should be reinforced daily with campers, including covering cough and sneezes, and using tissue to blow nose.
- See cleaning schedule for proper cleaning of frequently touched surfaces in the classroom.
- Be alert to campers that appear ill. If in doubt, call the camp nurse for an assessment.
- If a camper becomes injured or ill, contact the camp nurse via walkie-talkie or the number provided. The camp nurse will come to the student.

Lunch & Snacks

- Hand washing will be done before and after eating.
- Campers will bring their lunch and snack each day including drink, cutlery, napkins and straws.
- Campers will eat lunch and snacks at their home base.
- Food allergies in the classroom will be addressed by the camp nurse and accommodations will be made according to the Food Allergy Action Plan.
- See cleaning schedule for proper cleaning of food preparation and tables.

Rest Time

- Campers will be spaced six feet apart during rest time.
- Campers will be positioned head to toe to further the distance between campers.
- See cleaning schedule for proper cleaning of blankets and nap mats.

Diapering

- Wash your hands prior to donning (putting on) gloves.
- Prepare supplies (includes putting on gloves.)
- Clean the child.
- Remove trash (soiled diaper and wipes.)
- Replace diaper.
- Wash child's hands.
- Remove gloves and wash your hands.
- See cleaning schedule for proper cleaning of diapering station.

Afternoon Pick-up

- All campers will be dismissed from their assigned area on the schedule to prevent gathering.
- Campers will be dismissed to their parents in the carpool through Point B.

Considerations for Youth and Summer Camps. (2020, May 19). Retrieved May 24, 2020, from <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/summer-camps.html>

How to Safely Wear and Take Off a Cloth Face Covering. (2020, May 22). Retrieved May 29, 2020, from <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/how-to-wear-cloth-face-coverings.html>

TN Office of the Governor. (2020). Summer Camps Guidelines. Retrieved June 05, 2020, from <https://www.tn.gov/governor/covid-19/economic-recovery/summer-day-camps-guidelines.html>

WOODLAND PRESBYTERIAN SCHOOL

COVID-19 Procedures

School Health Office Guidelines

The purpose of this policy is to outline the Woodland Presbyterian School's Health Office Summer Camp guidelines and re-opening of campus after the COVID-19 pandemic. These CDC guidelines have been carefully considered and adapted to address and promote the safety, health, and welfare of our campers, faculty, and community. Criteria may become more or less restrictive depending on most current guidelines.

When to stay home

Faculty and campers should be kept at home with any of the following symptoms regardless of diagnosis of COVID-19. Any campers presenting to school with the following symptoms will be isolated and sent home.

- Fever - a temperature of 100°F or higher without the use of fever reducers
- A low-grade fever or temperature less than 100°F **with** other symptoms
- Persistent cough or a child that is unable to cover mouth during coughing
- Shortness of breath
- Chills
- Generalized body aches or muscle pain
- Severe sore throat or white patches visible upon inspection
- Headache with other associated symptoms
- Loss of taste or smell
- Severe cold symptoms including copious nasal drainage
- Active vomiting or diarrhea
- **The first 24 hours after beginning of antibiotic treatment**
- Eyes that are red, swollen or draining
- Undiagnosed, new, and untreated rash or skin condition

When to Return after COVID-19

Camp nurse must be notified prior to faculty or camper's return to school to discuss re-entry plan.

If faculty or camper is diagnosed with COVID-19 through positive laboratory confirmed testing, return to school may occur after:

- Negative results of laboratory confirmed testing for COVID-19 from at least two consecutive upper respiratory swab specimens collected ≥ 24 hours apart (total of two negative specimens).
- Swabbing facility and/or healthcare provider has approved release from self-isolation and provides a written clearance from healthcare provider for return to school.

If diagnosed with COVID19, without positive test and/or symptoms, return to school may occur:

- At least 5 days have passed *since recovery* defined as resolution of fever without the use of fever-reducing medications AND
- Improvement in respiratory symptoms (e.g., cough, shortness of breath); AND
- At least 7 days have passed *since symptoms first appeared*.

WOODLAND PRESBYTERIAN SCHOOL

COVID-19 Procedures

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When to Return - Other Illnesses

Camp nurse must be notified prior to camper's return for approval.

- Vomiting or diarrhea - 72 hours after last episode.
- Fever - 72 hours fever-free without the use of fever-reducing medications such as Acetaminophen (Tylenol) or Ibuprofen (Motrin or Advil).
- Antibiotic therapy for a full 24 hours for bacterial infections.
- Cold symptoms are mild enough so as not to interfere with participation in school activities or infect others.
- Doctor's note of clearance upon request from camp nurse.

If a Camper Becomes Ill while at Camp

Camp nurse should be used for sick or injured children. General first aid, including superficial cuts, scrapes, and insect bites, can be cared for in the classroom with supplies from first aid bag.

- Camp nurse will be available from 7:30am-2:30pm each day.
- If a camper presents with signs and symptoms associated with an infectious disease process, the camp nurse will isolate the student in the nurse's office until the parent arrives.
- Upon arrival, the parent will call the front desk and the camper will be escorted to the parent's car with the camp nurse to be signed out.
- Further instructions on when to return to camp will be provided by the camp nurse based on the school's policy and the nurse's clinical judgement.

Medications

Medication should be administered at home whenever possible. Once or twice daily medications will not be administered during camp hours. If medication must be administered at school, parents are required to sign a medication authorization form and send the medication in its original labeled container.

Over the Counter Medications

- Due to COVID-19 symptoms, as needed OTC medications that also reduce fevers will be not be administered. This includes Acetaminophen (Tylenol), Ibuprofen (Advil and Motrin), and Naproxen Sodium (Aleve). Non-pharmacological methods will be tried first and if symptoms persist, parent will be asked to come pick student up for the remainder of the camp day.
- Over the counter (OTC) medication will ONLY be dispensed by the camp nurse when a parent brings the medication in the original medication container labeled with the child's name and date to the nurse. The medication should be brought on the day it is to be administered or with specific dates and/or conditions under which the medication is to be administered (i.e. migraine headaches).
- The parent must fill out a Medication Authorization Form that will be kept on file in the nurse's office.

WOODLAND PRESBYTERIAN SCHOOL

COVID-19 Procedures

School Health Office Guidelines

Prescription Medications

- Prescription medications will only be administered by the camp nurse to children whose parents have completed a Medication Authorization Form.
- Medication must be in the original, pharmacy-labeled container.
- Changes in prescription medications need written authorization from the licensed prescriber and parent. Changes can include but are not limited to time, dose, addition, discontinuation, etc. Changes will be documented on the Medication Authorization form by the school nurse and initialed by the parent.

Information for Healthcare Professionals about Coronavirus (COVID-19). (2020, May 12). Retrieved May 19, 2020, from <https://www.cdc.gov/coronavirus/2019-nCoV/hcp/index.html>.

National Association of School Nurses. (2020, March 18). *Considerations for school nurses regarding care of students and staff that become ill at school or arrive sick*. Retrieved May 19, 2020 from <https://www.nasn.org/nasn/nasn-resources/practice-topics/covid19>.