



**Camper Handbook
DCH Summer Camp
Revised June 2022**

The Dedham Community House Summer Day Camp complies with regulations of the Massachusetts Department of Public Health and is licensed by the Dedham Board of Health.

MISSION STATEMENTS

Organization Mission

The Dedham Community Association (Dedham Community House) is dedicated to promoting educational, recreational, and civic interests to enhance the lives of all residents of Dedham and neighboring towns through innovative programs, community leadership, and the preservation of its historic campus.

Camp Philosophy

Since 1924 the Dedham Community House Summer Camp has helped create childhood memories of summers filled with fun in the sun. We work intentionally to provide a safe, comfortable, fun, enriching, and reliable summer camp environment that promotes the physical, social, and intellectual well-being of children ages 4-15.

We are committed to building a welcoming and inclusive environment for all. We seek to honor and value diversity in our community and program, drawing from activities and materials that represent the diversity of our camp, community, and world. In our pursuit of excellence, we are continually learning, evaluating, and adapting our practices. We welcome input from our families and staff.

Our leadership team and staff work together to create a culture of intention. We want our camp to create an environment which allows campers to explore themselves and their environment, challenge themselves, and engage in intentional activities to become awesome human beings.

Camp Goals

The DCH Camp Program strives to...

- provide a safe environment for all campers and staff, supporting each camper's and staff member's identities, choices, and beliefs.
- engage campers in group games and enrichment, encouraging participation in all activities by all campers.
- provide opportunities for every camper to grow and develop their self-esteem.
- help campers learn new skills and develop existing skills through our program offerings.
- create a culture of intention with our community.
- have campers and staff explore themselves and their environment, including challenging themselves and engaging in intentional activities to become awesome human beings.

CONTACT INFORMATION

Camp:

Kennia Reddrick, Camp Director Camp Phone #: 781-329-3500

Camp Email: Camp@dedhamcommunityhouse.org

Dedham Community House: DCH Main Office #: 781-329-5740

Jennifer Putnam, DCH Program Director; jputnam@dedhamcommuntiyhouse.org

Michelle Persson Reilly, Executive Director; Mpreilly@dedhamcommunityhouse.org

Diana Walsh, Office Manager; Dwalsh@dedhamcommunityhouse.org

HOURS OF OPERATION

Regular camp hours are Monday through Friday 9:00 a.m. to 4:00 p.m. We do offer an extended hours program starting at 7:30 am and ending at 5:45 p.m. Please refer to the extended hours policy and procedures for extended hours pricing. Our regular drop-off window is between 8:40-9:15am and pick up between 4:00-4:40pm.

HOLIDAY CLOSING

Please note that camp will be closed on Juneteenth and July 4th, if they fall on a weekday. If the actual holiday is on a weekend we will operate a normal camp week.

DROP OFF AND PICK UP

Arrival and Departure Procedures

Each group will be at their tent/table during drop-off and pick-up time. All campers are to stay with their group at their designated area. Camp drop off times are between 8:40-9:15am. Camp pick up times are between 4:00-4:40pm. Campers cannot be at camp later earlier than 8:40am than 4:40pm unless they have been signed up for our extended day.

If you are walking/biking please enter the camp area from the left side of the building (Allin Church side). **We do not allow walkers/bikers in our active driveway.**

Families that are driving will enter the main driveway loop on the Ames Street side of camp (if looking at the Community House to your right). You will form two lanes and pull all the way up. Cell Phone use is NOT allowed at any time while in our driveway line. **Cars cannot be hanging out of the driveway onto Ames or High Streets. If your car does not fit you must drive around and try again.**

At drop off camp staff will get your camper out of the vehicle and walk them into camp.

At the end of the day, please make sure your driveway placard (sent to your email at the beginning of June) is clearly displayed for all campers you are picking up. If you do not have a driveway placard you will be asked to show a photo id. Your name must be on the authorized pick up list. Camp staff will radio for your camper and will then walk them to the car. At no time can you park in our driveway. If you need to speak to camp staff please park elsewhere and come into the camp area.

For drop off and pick up for our extended day program please park and proceed to the designated sign in/out area.

If a child is to go home with someone other than the designated person(s), parents must send a note or, in the case of an emergency, telephone the camp office at (781) 329-3500, with full details. The person picking up should not go through the driveway line unless they have a Driveway Placard (see below).

DRIVEWAY PLACARDS

You will receive a pick-up placard via email before camp begins. Please print this out and put it on the dashboard of your car directly in front of the driver. Pick-up placards will be used to ensure we match children to the people who are supposed to pick them up. The placard will have your child's name(s) and group(s) and our camp logo. If you do not have your placard we will ask for ID at pick up time. If your child will be picked up in different cars or by another authorized person, please make sure placards are printed for the necessary people. If someone needs to pick up your child that does not have a placard they must be on the authorized pick up list provided to camp for your child. If you need to add an additional person please contact the camp office. IDs will be checked for anyone picking up a child that does not have a placard.

ATTENDANCE POLICY

If your child will be absent, please call the Camp Office at (781)329-3500. We will call parents/guardians/other contact names to verify all absences not brought to our attention. You can also email us at camp@dedhamcommunityhouse.org.

CAMPER RELEASE PLAN

DCH Campers will only be released to their parents/guardians or individuals designated by their parents/guardians **in writing**. Acceptable forms of written notification include:

- 1) DCH Pick-up & Emergency Form
- 2) Written note signed by the parent
- 3) E-mail sent to camp leadership from parent/guardian

Campers 10 years of age and older can be released at the end of each camp day to walk home with written permission provided to the camp that will be kept in the camper's file. Written permission needs to only be provided once. Walkers will not be released until 4:00 pm each day and they must check-out with their Head Counselor and one of the Camp Directors before leaving each day. The camp must be notified in any event of a change such as a parent pick-up, etc. Notification can be made via a phone message, written note or an e-mail to the camp.

CAMP ATTIRE AND WHAT TO BRING TO CAMP

Your child should wear a t-shirt, shorts, underwear, sneakers and socks and on cooler days a sweatshirt or jacket. In the event of rainy weather, please pack an extra set of clothes for your child. Clogs, sandals, flip flops or bare feet are not allowed. Parents must apply sunscreen each day before arrival. Sunscreen and insect repellent (summer is tick season) will be re-applied periodically throughout the day. Your child may wear a swimsuit under their clothing but please pack a full change of clothes in their backpacks.

Please also send to camp:

- Hat or visor
- Bathing suit and towel
- Sun block--SPF 30 or more is strongly recommended
- Insect repellent
- Water bottle

- A mid-morning snack, lunch, and afternoon snack. Please pack your camper's lunch box with an ice pack.

Each item that comes to camp must be clearly marked with your child's name (even for older campers).

The Dedham Community House Summer Day Camp is not responsible for lost, stolen or damaged items. Any lost items will be put in our lost and found. Items left in the lost and found for more than one week are recycled/thrown away. We will not save masks.

Do not bring the following to camp:

- Video Games
- Computers/iPads/Tablets
- Toys of any kind including sports equipment
- Cards (Pokémon, Bakugan, etc.)
- Cell Phones
- Music Players
- Gum and Candy
- Pocket Knives/Weapons: NO PERSONAL BOWS ALLOWED FOR ARCHERY
- Medications not prescribed by a physician. All medications must be kept in the camp office.
Emergency medications (Epi-Pens and asthma rescue inhalers will be carried by the group staff)

Any unauthorized items which children bring to camp may be confiscated and returned to the parent at the end of the day.

SUN BLOCK AND HYDRATION

Summer brings hot and humid days and with that is the need for adequate protection from the sun and its harmful effects. Almost all of our activities take place outdoors. We provide shade structures throughout the campus. Sun block will be applied often throughout the camp day.

Parents should apply sunscreen to their child before dropping off daily and send sunblock in your camper's backpack. For older campers and campers who we do not have permission to apply sunscreen to we will continuously remind them to re-apply it to themselves. Camp staff will wear gloves when helping campers apply sunblock.

Water breaks will be taken often. Water is available in the camp area, in the basketball/chalk area, and at the pool. On extreme weather days we will also have extra water coolers available. We encourage children to refill their water bottles and drink as much as possible throughout the camp day.

CAMP ACTIVITIES

We run an action packed day at camp. Campers move from activity to activity with their group. We offer: Arts & Crafts, Drama, Makerspace, Rec Room, Archery, Sports & Games, Group time, Down time/academic time, & Swimming (lessons & free swim). We also will have special activities when our schedule allows. Group schedules will be available on our website in the "info for families" area by mid-June.

Each of our camp weeks has a different theme. This theme is celebrated in full on Fridays! We encourage

campers to dress up for the theme. Themes are listed on our website and you will get a welcome email from camp leadership on the Wednesday before each session.

For down time you are welcome to send summer reading or academic work with your child, we will have items to choose from as well.

On Fridays, we will offer a special snack such as ice pops, popcorn, etc. These will all be prepackaged. An email will be sent home with the information about the special snack on Thursdays. We will not be doing cookouts at camp.

CAMP PEANUT POLICY

The DCH Summer Camp is NOT a peanut-free program. However, some weeks specific groups within the camp may be made peanut free due to severe or extensive allergies within the group. Notification will be sent home in a timely manner to prepare parents for these weeks. Please contact us ASAP should you wish to request your child's group be peanut-free.

GENERAL CAMP INFORMATION & WEEKLY NEWSLETTER

On the DCH Website, located within the Summer Camp section is a page entitled "Info for Families." Here you will be able to find the most up to date information for each session. Check back weekly to get info for the upcoming session of camp. On Fridays, a newsletter, written by the groups themselves, will be posted on the "Info for Families" page referenced above and will highlight each group's activities from the current week of camp.

CAMPER GROUPS/SUPERVISION

Campers are organized into groups of up to 25 children based on the grade they will enter in the fall. Each group is led by a head counselor who is a college student or graduate and one or more assistant counselors who are either college or high school students. For the Kindergarten and First Grade groups, there will be no more than 5 campers per counselor. For all other groups there will be no more than 10 campers per counselor. DCH summer camp meets or exceeds all Board of Health minimum camper supervision ratios. We are unable to change groups once campers have been placed. We do our best to accommodate camper group/friend requests but cannot always do so. Your camper's group name will be on their driveway card that is sent to you via email.

RAINY DAYS

In the event of inclement weather, the DCH Summer Camp will run as close to a regular camp schedule as possible utilizing indoor space in the Main House, the gymnasium and at the Allin Church, located next door to DCH. If there is light rain we will move through the day as normal. In severe weather we do keep campers inside and our staff move to different locations. Please pack rain gear for your camper. We do ask that umbrellas are not sent to camp.

FIELD TRIPS

Bus field trips are optional and require additional registration and payment. Field trip fees are non-refundable.

For all trips, the following rules apply:

1. Parents must sign-up for trips using their online registration. All trips must be paid for at registration. Campers will not be placed on the trip roster before payment is made.
2. Children will wear camp T-shirts and/or wrist bands identifying the program with the DCH Main Office and Camp Office phone numbers on them.
3. Children will be supervised at all times. Appropriate state counselor/camper ratios will be maintained.
4. A leadership staff team member will be present on all field trips. They will bring needed medication and first aid supplies with them.
5. Face counts and attendance will be taken periodically throughout the trip.
6. Transportation for field trips will be by chartered school bus.

Every week your camper is signed up to attend a field trip you will receive an email that includes: itinerary, location, and information on what they need to bring. Please read these emails as they contain important information.

Occasional walking field trips to local destinations in and around Dedham Square may be taken. Again, proper ratios and safety precautions will be taken and parents will be informed of trips ahead of time. If you change weeks during the summer your field trip fee will not be refunded, if applicable, as all arrangements are made prior to the trip.

STAFF TRAINING

All camp staff attend an orientation that covers all policies including but not limited to: medical care, discipline, abuse and neglect, diversity and inclusion, fire evacuation, lost camper plan, lost swimmer plan, contingency plans for no-show or unregistered campers, and traffic control plan. In 2022, all camp staff will be trained in COVID mitigation strategies, and response to illness of campers. Additionally, all Camp Leadership, Head Counselors, Specialists and most Assistant Counselors, are certified in CPR and First Aid.

PARENT/GUARDIAN PARTICIPATION & CAMP VISITS

We welcome our families to visit camp. We do ask that you please begin at the camp office. You will be given a camp visitor badge and will be escorted through your stay with us by a camp staff member.

If someone else (social worker, case worker, tutor, etc.) must visit with your child while they are at camp we ask that you give us a heads up when possible so we can schedule the time to not interfere with preferred activities. We will ask that the visitor checks in at the camp office with a photo id. They will then need to wear a camp visitor badge and be escorted through their stay with us by a camp staff member. If you

anticipate this visit being upsetting or challenging for your camper please let us know so our camp director can be present.

MEDICAL CARE POLICIES

First Aid / Medical Care

Only Summer Camp staff (18+) with current certification in Basic First Aid and CPR can administer First Aid. If first aid or medical care is provided to your camper during the day you will receive an email or telephone call and a copy of the incident/accident report at pick up.

Storage & Administration of Medication

Medications will only be administered if they are brought to camp in the original containers bearing the pharmacy label. All over the counter medications for campers shall be kept in the original containers containing the original label, which shall include the directions for use. Medications will only be administered with written permission from the camper's parent or guardian. You will receive a medication form via email at the beginning of June that must be filled out and dropped off with the medication. This form must be filled out even if you are providing us with an allergy or asthma action plan from your child's doctor's office.

Epinephrine (EpiPen): Camp staff (18+) certified in First Aid & CPR will be allowed to administer an injection to a camper at the first signs of a severe allergic reaction or anaphylactic shock. Campers may only self-administer an epinephrine shot if they are capable of self-administration and have the written permission of the camp health care consultant and their parent/guardian. Epinephrine pens will be carried by Head Counselors in a red backpack that stays with the group at all times.

At the end of your camper's session we ask that you pick up all medications. Any medications left at camp after Labor Day will be disposed of.

COVID related illnesses

Please see the addendum to this handbook that has specific policies about campers and staff who are presenting with symptoms that could be COVID-19.

Mildly Ill Camper

If a camper receives a minor injury or is feeling ill, he/she will be accompanied by a counselor to the health office and the Health Care Supervisor will be notified. Parents will be notified either by phone or at pick-up of any complaints and/or treatments received. Please call the camp office if you will be keeping your camper home ill.

Please do not send your camper to camp with the following symptoms:

- Fever of 100 or more
- Cough or respiratory distress
- Loss of taste or smell

- Headache if combined with other symptoms
- Body aches
- Vomiting or Diarrhea
- Head Lice
- Pink Eye
- Strep throat (can return after 24 hours on antibiotics)

Return After Illness

A camper or staff may return to camp following an illness :

- If they had symptoms of COVID they must either have a negative test or an alternative diagnosis from their physician. If they receive a positive test they need to follow isolation guidelines from the local board of health and you must IMMEDIATELY call the camp office. If you do not get someone at the camp office please leave a message and call the main DCH number 781-329-5740 and speak with Jenni.
- If the child/staff member has been a close contact to an individual with COVID 19 they cannot return to camp until they have completed their required quarantine. Please see the chart in the COVID policies for specific quarantine scenarios.
- If your doctor gives you an alternative diagnosis (strep throat, ear infection, etc.), you cannot return to camp until you have met the return guidelines for that condition.
- When they are able to participate comfortably in activities.

It is the policy of DCH to not refund camper tuition for illness or injury in most circumstances.

Injury/Illness Notification Procedures

In the event a camper has suffered a minor injury (head & other injuries more than a scrape, cut, slight bump or bruise) or minor illness, of which emergency medical attention is unnecessary it will be the policy of the DCH Summer Camp to:

- 1) Contact the parent or legal guardian via a phone call to inform them of the injury/illness and the current status of the camper, steps taken to this point and further plan of action. This phone call will be noted in the camper's health file. If a parent/guardian cannot be reached a voicemail will be left.
- 2) If there has been no response after 1-hour (assuming there has been no worsening of the camper's symptoms) an email follow up will be sent to all email addresses connected to the parent/guardians on file.
- 3) If e-mail response has not been received or phone contact not made camp leadership will apprise the person picking-up of the situation and send home written notification of the incident in case the pick- up person is not a parent or legal guardian of the camper.

The goal of this injury communication is to keep camper's families up to date with what is happening in these situations at the DCH Summer Camp and to allow them the opportunity to decide if they would like to make arrangements for the camper to be picked up and further examined by a nurse or doctor.

GRIEVANCE PROCEDURES

We welcome input, both positive and negative, and we depend on your feedback in order to offer the best camp experience available for your child. If there is a situation which is of concern, please contact the Camp Director. If the Director does not get back to you immediately it is because he/she is supervising the counselors or with other campers and you can expect that your call will be returned by the end of the day. The DCH Program Director and Executive Director are also available for your questions, comments, or concerns.

BEHAVIOR MANAGEMENT

Camper Code of Conduct

(sent separately to be signed by parents/campers and brought back to camp on campers first day)

Since 1924 the Dedham Community House Summer Camp has helped create childhood memories of summers filled with fun in the sun. We work intentionally to provide a safe, comfortable, fun, enriching, and reliable summer camp environment that promotes the physical, social, and intellectual well-being of children ages 4-15.

We are committed to building a welcoming and inclusive environment for all. We seek to honor and value diversity in our community and program, drawing from activities and materials that represent the diversity of our camp, community, and world. In our pursuit of excellence, we are continually learning, evaluating, and adapting our practices. We welcome input from our families and staff.

Our leadership team and staff work together to create a culture of intention. We want our camp to create an environment which allows campers to explore themselves, and their surroundings, challenge themselves, and engage in intentional activities to become awesome human beings.

Creating this culture requires commitment from campers, families, and staff. **We ask that everyone agrees to, and upholds the behavior expectations below. Please review the following together with your camper and either email the signed sheet back to camp or bring it to your campers' first day.**

Showing Respect for Others:

- I will respect other people's ideas, identities, and values, even if they are different from my own.
- I will remember that my words and actions can impact others. I will not use words to hurt others. I will not use curse words or yell/scream.
- I understand that any behavior that could harm (physically or emotionally) another camper or staff member, or which is disrespectful, is unacceptable in our camp community.
- I will respect others' personal space and understand that everyone must consent to any physical touch in order to ensure everyone is comfortable at camp.

Showing Respect for Myself:

- I will take care of myself. This includes wearing sunscreen and insect repellent, drinking water, and washing my hands frequently.
- I will make the most of my time at DCH Summer Camp. I will participate fully in camp activities, challenge myself to try new things, and have a positive attitude.

Showing a Respect for our Environment and Camp Facilities:

- I understand that all campers and staff are expected to share the responsibility for keeping camp clean and tidy. I agree to clean up after myself ensuring camp items go back to where they belong, trash is put into garbage bins, and recycling into recycling bins.
- Campers will not use cell phones, video games, or other electronics at camp. (Staff may have cellphones during the day if the phone is needed for camp activities or communication. Cell Phones may never be present at the pool and must not interfere with camper supervision, activity participation, or fun.)
- I will take great care with camp facilities, supplies, and equipment. I will put equipment away when done using it and leave the activity area better than I found it.

Showing Respect For Everyone's Health and Safety:

- I understand that the possession and use of tobacco, alcohol, marijuana, or illegal drugs is prohibited at all times. I will not have or use these at camp.
- I will abide by all safety rules and procedures at camp activity areas.
- I will not attend camp if I am not feeling well. I will follow the illness policy for camp and if necessary the COVID-19 isolation and quarantine guidelines from the State.
- I understand that physical and emotional bullying and violence is not tolerated at DCH. If a camper creates an unsafe environment for themselves or another camper/staff member, DCH reserves the right to dismiss that camper from camp for the day, session, or season.
- If applicable, families will reach out to camp prior to a camper's attendance to discuss behavioral challenges, best practices, and individual needs, and will be forthcoming about how to help each camper have a great time at camp. We want camp to be a successful environment for all, knowing how we can help your camper helps us all start out on the right track.

If a camper has difficulty following these behavior expectations, DCH will:

- Remove the camper from the activity or area and remind the camper of the expected behavior, and ask that they indicate when they are ready to return to camp activities. This can be immediately or after a moment to collect themselves.
- If the behavior continues, the camper will be reminded of this behavior agreement and staff will seek out ways to help the camper return safely to activities after a period of time. During this time both the camper and staff should be in agreement that the camper is ready to return to the activity.
- If needed, camp leadership will be brought into the discussion to help and if necessary provide an alternative location for the camper to regulate and re-engage.

At no time will DCH:

- Use corporal punishment, including spanking.
- Subject any camper to cruel or severe punishment, humiliation, or verbal abuse.
- Deny food, water, or shelter to any camper or staff member.
- Punish campers for soiling, wetting, or not using the toilet.

If a pattern of inappropriate behavior continues, we will work with the family and the camper together to set clear specific behavior goals, outline the consequences for continued inappropriate behavior, and if necessary, create a written behavior contract.

Continued inappropriate behavior or severely inappropriate behavior (such as physical or emotional violence, bullying, running away, or possession of prohibited items) will result in temporary or permanent dismissal from camp. Behavior that jeopardizes the safety of the camper or others, or that requires frequent one-on-one staffing will result in dismissal.

Communication with families:

To discuss behavior challenges, camper's parents/guardians will be communicated with at the end of the camp day (minor incidents) or receive a phone call from camp leadership (major or repeated incidents) during the day.

For more severe incidents a copy of our behavior incident form will be sent home.

If the behavior continues to be unsafe or escalates to a point where the physical or emotional safety of the camper, another camper, or a staff member is affected, a parent/guardian will be contacted to come to pick up the camper. Before a camper can return, a meeting must take place with the camp director to identify how we can help the camper and a written behavior contract will be created. This meeting will happen between the hours of 9:30-3:30 ideally the next camp day.

If a camper continues to display unsafe or severe behavior a meeting will take place with the camper family, camp director, and if needed, the DCH Program Director/DCH Executive Director to determine if DCH is the right environment for the camper. If it is not, resources will be provided to the family including alternative care possibilities.

Note: Should a child's behavior be determined to be physically dangerous to self or others, DCH reserves the right to remove, suspend and/or withdraw the offending child immediately or to take such action as DCH determines is necessary or appropriate and a parent conference will be scheduled promptly after such action is taken.

The following is PROHIBITED at all times as a staff member or volunteer at Dedham Community House:

- **physical abuse – strike, spank, shake, slap, pinch**

- **verbal abuse – humiliate, degrade, threaten; name calling yelling/screaming**
- **sexual abuse – inappropriate touch or verbal exchange or electronic or written exchange**
- **mental abuse – shaming, withholding love, cruelty**
- **neglect – withholding food, water, basic care, etc.**
- **Any type of abuse will not be tolerated and may be cause for immediate dismissal.**

ADDITIONAL INFORMATION

DCH Summer Camp families have the right to review all DCH Summer Camp policies, including background check, health care, and discipline policies as well as grievance procedures, upon request.

The DCH Summer camp must comply with regulations of the Massachusetts Department of Health and be licensed by the local Board of Health.

2022 COVID Addendum

In response to the current public health situation regarding COVID-19 the following policies and procedures have been added to our medical policies. These policies are subject to change depending on the current health metrics and recommendations from the American Camping Association, Commonwealth of Massachusetts, and the Dedham Health Department. You will be notified via email if these policies need to change.

Hygiene and Handwashing:

- Campers and staff will be trained in proper handwashing practices and handwashing will happen throughout the camp day. These times include but are not limited to:
 - Before and after meals
 - After bathroom use
 - After coughing/sneezing
 - After contact with bodily fluid
 - After glove use
 - After cleaning
 - Before and after medication administration
 - Before and after caring for ill participants or staff.

There will be handwashing stations set up throughout camp and if not available campers and staff will have access to hand sanitizer with at least 60% alcohol. Campers will have written permission to use hand sanitizer. It will be stored securely and used under the supervision of staff.

Personal Protective Equipment(PPE) and Face Masks:

- Masks will be optional for campers and staff at DCH this summer in most circumstances.
- Campers and Staff that are returning from isolation and quarantine before 10 days must wear a well-fitting mask for days 6-10 during all indoor times.

When you wear a mask, it must

- Cover your nose and mouth,
- Fit snugly but comfortably against the side of the face,
- Be secured with ties or ear loops,
- Include multiple layers of fabric,
- Allow for breathing without restriction, and
- Be able to be laundered and machine dried without damage or change to shape. (for cloth masks)

If a staff member needs to assist a camper with masking the staff member will wash their hands and wear gloves.

Vaccines:

High vaccination rates will help keep our staff, campers, and families safe, and will also decrease the chances of missed work due to individual illness or exposure, or to group or camp closures from COVID illness and/or exposure. Per guidance and regulations, those who are not vaccinated are much more likely to become ill and to be required to quarantine when there is an exposure. Unexpected staff absences are difficult to manage given required camp ratios. These factors, among others, have led to the following policies for summer 2022:

- All DCH summer staff who are eligible are REQUIRED to get vaccinated for COVID- 19 prior to working this summer. Staff are strongly encouraged to have a booster if eligible. In determining close contacts we consider up to date vaccination status as having the primary COVID-19 series plus any boosters you are eligible for. Please consult your physician with any questions regarding whether the vaccine makes sense for you.
- All eligible DCH campers are highly encouraged to be fully vaccinated for COVID-19 prior to attending camp this summer. Please consult your physician with any questions regarding whether the vaccine makes sense for your child.

COVID-related Absences:

- Symptoms: If your child has symptoms of COVID-19, you will be asked to have your child take an at home or PCR test before coming back to camp . If positive, they will be required to follow the isolation guidelines listed below. Positive tests must be reported to the Camp Director immediately.
- Return policy after out for symptoms: If your child is prohibited from coming to camp due to COVID symptoms, they cannot return until you have provided a doctor's note or a negative (PCR) or rapid test result. If your doctor gives you an alternative diagnosis (strep throat, ear infection, etc.), they cannot return to camp until you have met the return guidelines for that condition. If you choose to use an at home test they must test for 3 days following symptom onset before coming to camp.
- Camp tuition will be refunded for positive covid cases confirmed by a doctor's note.

	Camp Policy	Notes
COVID Positive Regardless of Vaccination Status No Symptoms	Out for 5 days, may return on day 6 if you remain asymptomatic. Must wear a mask for the next 5 days (inside). Will eat separated from others.	If unable to wear a mask, must be out for 10 days.
COVID Positive Regardless of Vaccination Status Symptomatic	Out for 5 days, may return on day 6 as long as fever free for 24 hours without medication and other symptoms are improving. Must wear a mask for the next 5 days (inside). Will eat separated from the group.	If unable to wear a mask, must be out for 10 days.
Close Contact- Regardless of vaccination status.	No quarantine needed but must test (rapid) on days 2 and 5. Masking is strongly recommended	If symptoms develop, you must test and if positive follow above guidance. We do have some tests available if needed or you can use home tests.

Absences for COVID-19 quarantine are subject to our sick leave policies.

Isolation and Quarantine: (For COVID-19 and any other contagious diseases)

- Any campers or staff who begin to display symptoms will be immediately isolated from their group. The group leader or other staff person will radio for the camp leadership team and let them know they are coming to the office with a symptomatic person. The participant will be given a mask to wear. The healthcare supervisor should also be wearing a mask and gloves. Once the participant is resting comfortably, parents of the camper will be called and informed they need to pick up their child within 30 minutes or come to camp and do a rapid test/give the child the approval to self- test (ages 7 up). If a parent/guardian cannot be reached the emergency contacts

will be notified in order they are on the camper application.

- If a camper family cannot pick up their child and none of the emergency contacts can pick up the child the camp leadership team will call emergency services and have the child transported to a local emergency department. A camp leadership team member will accompany the child.
- All symptomatic participants whether camper or staff will be supervised at all times.
- Return to work/camp:
 - If a child or staff member presents with symptoms at camp or home they may not return to camp until they have a negative COVID test or have an alternative diagnosis from a doctor. If they have an alternative diagnosis they must also meet the return to camp guidelines for that diagnosis (strep throat, etc.). For alternative diagnosis criteria for return see our main health policies for mildly ill individuals.
 - If a child or staff member tests positive for COVID 19 they may not return to camp until they have met the requirements for discontinuing isolation per the local health department based on vaccination status (see above chart).
 - If a positive case is reported at camp the DCH Program Director (who is the COVID response coordinator) will call the local health department at 781-751-9220. They will then notify the Healthcare Consultant and the MDPH Community Sanitation Program utilizing the Injury and Reporting form no more than 48 hours after the camp has been informed of the case. Notification will go out to all parents including both those who are identified as close contacts and those who are not identified as close contact being careful to preserve the confidentiality of the individual who has a positive test.
 - If a child or staff member is determined to be a close contact they may not return to camp until they have met the requirements for discontinuing quarantine guidelines (see above chart).

Cleaning, Disinfecting and Sanitizing:

- A cleaning plan has been developed using the CDC guidance to identify the frequency that all areas of camp will be cleaned. A plan for cleaning and disinfection of materials has been developed and is available for all staff to review.
- Camps/programs shall follow CDC infection control guidelines designed to protect individuals from exposure to diseases spread by blood, bodily fluids, or excretions that may spread infectious disease. Camps/programs must comply with applicable OSHA standards (29 CFR 1910) and 105 CMR 480.000 (Minimum Requirement for the Management of Medical and Biological Waste) to ensure proper disposal of regulated medical waste.