



## COVID-19 GUIDE FOR SUMMER 2021

(Updated: April 15, 2021)

This document serves as a supplement to our Instruction Book. If there is conflicting information between the two documents, or information found in any other Harand Camp materials (website, FAQs etc.) this guide takes precedence! Please call or email us if there is any confusion or clarification needed!

**The policies and procedures outlined in this guide will be updated or revised based on evolving information related to COVID-19 and guidance from the CDC, ACA, Federal & State Governments, as well as Carthage College.**

We will be periodically posting updates and revised documents to our website. **For the most up-to-date information, please bookmark and check the 2021 Updates page on our website here: <https://www.harandcamp.com/2021updates>**

Please check for updates frequently. The version date will be noted, with additions or changes noted in a new color.

While Camp may look different this year, we are doing our best to come up with a plan that still maintains the overall Harand Camp experience, while keeping our entire community safe.

Please Note: We will only open if we can provide our Campers and Staff a safe and happy summer. If the 2021 Season or your session is cancelled by Harand or Carthage College due to COVID-19, payments and deposits will be refunded or may be directed to 2022.

Thank you for your support and patience as we all navigate this strange time.

Please read this guide thoroughly for detailed procedures, rules, and requirements. If you have any additional questions or concerns, please call 847-864-1356 or email [harandcamp@gmail.com](mailto:harandcamp@gmail.com).

With love and virtual air hugs,  
Your Harand Camp Family

## **TABLE OF CONTENTS**

<b>OVERVIEW.....</b>	<b>3</b>
Personal Responsibility.....	3
Ways to Protect Yourself & Others.....	3
Things You Can Do in Advance.....	3
COVID Testing Program.....	3
Note About Staff and Counselors.....	4
<b>PREPARING FOR CAMP.....</b>	<b>4-6</b>
Pre-Arrival Behavior & Quarantine.....	4
Pre-Screening COVID PCR Testing.....	5
Traveling to Camp.....	5
Vaccinations.....	6
Carthage Medical Form and Waiver.....	6
Packing PPE.....	6
<b>ARRIVING AT CAMP / CHECK-IN PROCEDURES.....</b>	<b>7-8</b>
<b>CAMP LIVING.....</b>	<b>9-12</b>
Dorm Rooms & Cabins.....	9
Restrooms & Showers.....	10
Meals.....	10-11
Classes & Activities.....	12
<b>HEALTH &amp; PERSONAL SAFETY.....</b>	<b>13-17</b>
Personal Protective Equipment.....	13-14
Physical Distancing.....	15
Hand Washing & Sanitizing.....	15-16
Cleaning & Disinfecting.....	17
<b>COVID-19 MONITORING.....</b>	<b>17-19</b>
Symptom Screenings & Checks.....	17
Additional COVID-19 Testing.....	18
Confirmed COVID-19 Procedure.....	18
<b>HEALTH CENTER &amp; DAILY MEDS.....</b>	<b>19</b>
<b>VISITORS / LEAVING CAMPUS.....</b>	<b>19</b>
<b>FINAL PERFORMANCES.....</b>	<b>20</b>
<b>VIRTUAL VISITING DAYS.....</b>	<b>21</b>
<b>CHECK-OUT / DEPARTURE.....</b>	<b>21</b>
<b>OTHER NEW CARTHAGE RULES &amp; UPDATES.....</b>	<b>22-23</b>

## **OVERVIEW & PERSONAL RESPONSIBILITY**

Being part of the Harand Camp Family, living under the ideals of “No Man is an Island,” means that each of us must take extraordinary steps to protect (and defend) each other. While we are putting safety protocols in place, we ask that ALL Campers and Staff also take responsibility for their own health to keep the entire community safe and prevent the spread of COVID-19.

## **WAYS TO PROTECT YOURSELF, OTHERS & THE CAMP COMMUNITY:**

- Wear a mask at all times (except exceptions noted in this guide)
- Practice appropriate physical distancing
- Wash your hands often with soap and warm/hot water
- Carry and use hand sanitizer frequently
- Keep your room, clothing, belongings, and common spaces clean
- Monitor and report possible symptoms
- Willingly (and honestly) participate in symptom checks and testing
- Follow the instructions of Camp Staff and Counselors
- Maintain a positive attitude and be supportive of others that may be struggling. Remember, all of us have our personal experiences with COVID-19 and different risk factors. Please be sensitive to the experiences, feelings, and privacy of others!
- Live the words and ideals of “No Man is an Island”

## **THINGS YOU CAN DO IN ADVANCE:**

- Begin self-monitoring for symptoms two weeks before Camp starts
- Take extra precautionary measures (masking, distancing, avoiding groups)
- Quarantine for one week prior to Camp (exceptions for school)
- Get tested for COVID-19 within 5 days of arrival at most! (quarantine after!)
- Get the flu vaccine if you have not yet
- Get the COVID vaccine if it becomes available to you
- Submit your travel plan to the Camp office for approval
- Follow check-in procedures and be on time!
- Read this guide thoroughly and ask questions if you need clarification

## **COVID TESTING PROGRAM**

We are developing a testing program that follows the suggested 5-1-5 model. Details are throughout this guide and include the following:

- Pre-screening PCR Test within 5 days of arrival (ideally 24-48 hours)
- On-site Arrival Screening using Rapid Antigen Tests on Day 1 (at check-in)
- Camp-wide Surveillance Testing using Rapid Antigen Tests on Day 5 and around Day 14 of each session
- Diagnostic Testing using Rapid Antigen Tests in response to potential cases (demonstrated symptoms) and close contacts (camp-wide if needed)
- Additional Staff Testing as needed (based on most current CDC recommendations / data about transmission from vaccinated individuals)

Please note that testing is a complicated and ever-changing landscape regarding best practices, pricing and availability. We will continue to explore and update our options and plans in the weeks and months ahead.

There will be a fee added to tuition of \$75 per 3-week session (\$40 for 1-weekers) to cover the costs of Rapid Testing. The tests we are looking at are the new and improved Rapid Antigen Tests that are over 98% accurate! If you have concerns about additional fees or testing, or would need financial assistance, please contact us at 847-864-1356 or [harandcamp@gmail.com](mailto:harandcamp@gmail.com).

## **CAMP STAFF & COUNSELORS**

The entire Harand Camp Staff is expected to be fully vaccinated against COVID-19 by the time they arrive on campus on June 15. They will undergo additional training during our Pre-Camp Orientation to follow these guidelines and ensure the safety of Campers and their co-workers.

When Counselors arrive for Training, they may be given a Rapid Test (based on CDC recommendations for vaccinated individuals). They will each be assigned a room in a hallway separate from Cabin areas that becomes theirs to use for the summer. Having this dedicated space (in addition to a room on the Cabin hallway) will reduce the need for deep cleaning between Orientation and Camper Arrival and prevent unnecessary germ spread throughout the dorm.

At the beginning of each session, Staff & Counselors will hold Camp & Cabin meetings to review procedures and demonstrate behaviors everyone should follow. Help your Camper prepare by going thru this guide with them!

## **PREPARING FOR CAMP**

### **Pre-Arrival Behavior & Quarantine**

Campers must quarantine for at least 1 week leading up to Camp and be extra vigilant with their health & safety. All of us are expected to take extra preventative measures including physical distancing, avoiding large groups, and wearing a mask. Avoid any pre-arrival get-togethers with other families or “bubbles,” and take extra care when traveling. If this isn’t possible, please make an informed decision about whether your child should attend camp.

Starting two weeks (14 days) before Camp, we ask all Camp Parents to take quick daily health checks of their children including:

- Taking and recording temperature for 14 days before Camp
- Screening for the presence of symptoms (Cough, Shortness of Breath or Difficulty Breathing, Fever, Chills, Repeated Shaking with Chills, Runny Nose or New Sinus Congestion, Muscle or Body Aches, Headache, Sore Throat, Fatigue, New Loss of Taste or Smell, Nausea or Vomiting, Diarrhea or other New GI Symptoms)
- AND complete an online Health Survey for 5 days leading up to Camp

As much as feasible, please excuse your child from group gatherings indoors during the two-week period prior to Camp. Please wear masks at all times and notify us of anything unusual as soon as possible!

### **Pre-Screening COVID-19 Testing**

All Campers must be tested for COVID-19 before arrival at Harand Camp. Proof of a negative PCR Test – ideally taken within 24-48 hours of the first day of the session but no greater than 5 days - must be shown at check-in. **Please be sure to bring a hardcopy of the test results to give to Harand Staff at check-in!**

Families are responsible for securing their own PCR Testing before camp, though we may be able to help arrange this through a Camp Testing service.

Once you are tested, please be sure to quarantine so as not to be exposed!

If test results are positive, please notify us immediately to discuss your options. Your Camper will be required to stay home until they receive a negative test or have clearance from your health provider. We will work with you to adjust your arrival or move your Camper into the next session or following Harand Camp season. As always, health information will be kept strictly confidential!

**IMPORTANT: If your Camper has already had COVID-19, they must still be tested before Camp!** Follow the recommendations of your doctor for testing timing (symptom-free for at least 24 hours without use of fever-reducing medication, and at least 10 days since symptom onset). We know a false-positive result can sometimes occur after recovery. Please consult with your doctor and get a note explaining the result. Also include the date of your positive diagnosis & date of last symptoms. Bring a copy of the note, along with your test results, to check-in.

### **IMPORTANT!**

**Do not send a COVID-positive or otherwise sick child to Camp or bring them to check-in! If your child has recently been in close contact with someone that is COVID-positive, do not send them to Camp or bring them to check-in. Notify us immediately and follow the recommendations of your doctor for quarantine and testing.**

### **Traveling to Camp (From Outside of the Midwest)**

If you are traveling to Harand Camp from outside of the Midwest please be prepared to take extra precautionary measures when booking and traveling. For example: double masking, face shields, extra distancing etc. **We strongly suggest that you drive, or allow extra quarantine time, if possible!** These Campers may also be asked to take an additional Rapid Test during the first week of the session.

Campers traveling from outside the Midwest will automatically be assigned a single room, unless roommate approval has been granted by both Families. We may also be able to move out-of-town campers into double rooms after the first week (following numerous negative Rapid Test results).

## **Influenza Vaccination**

All Campers are urged to get the influenza vaccination to help reduce the risk of the flu and keep COVID-19 symptoms more recognizable. Medical or religious exemptions must be sent to us in writing from a healthcare professional.

## **COVID Vaccination**

If your Camper becomes eligible for the COVID-19 Vaccine, please get them vaccinated as soon as possible. Campers may be allowed to leave campus for a vaccine appointment with prior approval of the Co-Directors. Please call 847-867-1356 before booking an appointment during camp. A 24-48 hour waiting period may be put in place before Campers can return to camp after getting the second dose. Appointments during Week 3 (July 4-10) & Week 6 (July 25-31) should be avoided to prevent your camper from missing performances. One-Weekers should avoid scheduling appointments during Week 1 (June 20-26).

Please note that our entire Harand Camp Staff is expected to be fully vaccinated before they arrive for Pre-Camp Orientation on June 15!

## **Medical Forms**

In addition to Harand Camp's Medical Form, the Kenosha Health Department and Carthage College requires all participants who are attending to fill out a medical form (already included in our required forms and documents section). Anyone that does not fill out the Carthage (or Harand) form will not be able to attend Harand Camp. All medical documentation and information will be kept confidential and Carthage forms will be disposed of after the 2021 Season.

## **Carthage College COVID-19 Waiver**

All those attending Harand must sign a COVID-19 Waiver form that Carthage has provided. Any participant that does not fill out and submit this document will not be able to attend Camp. The waiver is available now on our website!

## **Purchase and Pack Your PPE**

We are asking Families to pack the following:

- 8-12 Fabric Face Masks (Machine washable! No vents or valves!)
- 1 Box of Disposable Face Masks (50 count per 3-week session)
- 1 Container of Disinfecting/Sanitizing Wipes
- Hand Sanitizer (large bottle & travel container to attach to bag or clothes)
- We may add 1 or 2 singing masks and will let you know asap!

If you have difficulty acquiring these items, or need financial assistance to purchase them, please contact us at 847-864-1356 or [harandcamp@gmail.com](mailto:harandcamp@gmail.com).

## **ARRIVING AT CAMP / CHECK-IN PROCEDURES**

For the safety of our entire Camp community, we will not be hosting a bus to Camp this year. Instead, all Families will be given a specific arrival time and location at Carthage College. Please stay tuned for additional details, instructions, and your age group's time slot.

**CHECK-IN:** Sunday, June 20 (1st Session & One Week) & Monday, July 12 (2nd Session)

**LOCATION:** Carthage College (Straz Center/Theater), 2001 Alford Park Dr., Kenosha, WI

**TIME:** 1:30 p.m. to 4:00 p.m. (by age group) Details will be sent before camp!

Check-in times will be staggered throughout the afternoon to allow for physical distancing and a smooth process. Pathways and locations will be clearly marked with Staff available to answer questions, conduct screenings & enforce distancing.

If possible, please try to limit the number of Family members attending check-in to 1 or 2. We prefer that check-in be limited to one Parent or Guardian but understand if this is not possible due to childcare needs for siblings (or other dependents). It is highly preferred that those dropping off or picking up Campers be fully vaccinated against COVID-19! Individuals who are at higher risk for severe illness (and not vaccinated) should not drop off or pick up Campers.

When you arrive please be masked and stay in your car. A member of our Staff will do a symptom and temperature check and verify your Camper's negative PCR test results.

We will also be conducting Rapid Antigen Tests on-site upon arrival at check-in. You will be asked to remain in your vehicle until the (negative) test is complete.

**Per Carthage College policy, all Campers must be free of all COVID-19 symptoms before being allowed to check-in on campus.** The symptom list includes: Cough, Shortness of Breath or Difficulty Breathing, Fever, Chills, Repeated Shaking with Chills, Runny Nose or New Sinus Congestion, Muscle or Body Aches, Headache, Sore Throat, Fatigue, New Loss of Taste or Smell, Nausea or Vomiting, Diarrhea or other New GI Symptoms. This list may be expanded based on Carthage requirements and new CDC recommendations.

If a Camper cannot produce a negative PCR and Rapid Test result, refuses to take a test, has a 100°F plus fever, or is exhibiting other symptoms upon arrival, they will not be allowed to check-in. We will connect you with a Senior Harand Camp Staff member to discuss your options and arrange for testing or reschedule arrival at a later date or time.

Once the Camper's test & symptom-free status has been confirmed, you may proceed to check-in where you will meet with a member of our Senior Staff.

After check-in is complete, a Counselor will help your Camper bring their belongings into the dorm. Please disinfect your baggage using wipes or wait until a Staff member does so, giving special attention to the handles and other non-porous portions.

Please maintain physical distance from other Parents/Guardians and Campers.

Parent/Guardians/Family will not be allowed into the dorm for ANY REASON. Please say your goodbyes outside or by/inside your vehicles. But please minimize the time you take saying goodbye to allow for the continual flow of traffic.

Check-in details, procedures and timeslots will be distributed at least two weeks prior to the start of each session.

Please abide by the schedule by dropping off your Camper during their assigned timeframe. If a scheduling conflict makes this difficult, please reach out to find a more convenient time.

Families should still send luggage in advance thru NSM Camp Luggage Services, or UPS/FedEx (for those outside Chicagoland). Smaller items (such as backpacks, bedding, medications & instruments) may be brought to Check-In. NSM will contact Chicagoland families closer to camp to arrange for pick-up.

If you have questions, please contact 847-864-1356 or [harandcamp@gmail.com](mailto:harandcamp@gmail.com).

### **IMPORTANT!**

**EVERYONE must wear a mask at ALL TIMES while on campus for check-in! There are NO EXCEPTIONS! If you are not willing or are unable to wear a mask due to medical reasons, please arrange for someone else to drop off your Camper in your place. Harand must be notified of this in advance and a letter must be provided stating the other person has permission to check-in your Camper.**



**MAINTAIN A  
PHYSICAL DISTANCE**



**ALWAYS WEAR A MASK**



## **CAMP LIVING**

### **Dorm Rooms & “Cabins”**

Campers will be divided into "Cabins" (cohorts) by age group & reside together in the same hallway in Denhart Hall. Counselors assigned to the group will live on the same hallway (in rooms separate from the Campers).

**Please Note: Harand Camp will have exclusive access to Denhart Hall this summer and be able to space out “Cabins” and Campers more than usual!**

Campers may have the option to choose a single or double occupancy room, based on availability. Please let us know of your preference as soon as possible. If no preference is given by June 1, the Camper will be assigned a single room (as this is the safest option and the preference of Carthage College).

Campers traveling from outside the Midwest will automatically be assigned a single room, unless roommate approval has been granted by both Families.

For safety and distancing purposes, there will be a maximum of 2 Campers per room. If we are considering placing your Camper in an extra-large room with more than 2 occupants (such as those on the lower level of Denhart Hall) we will contact you in advance for approval.

In shared rooms, beds will be spaced apart and Campers will be required to sleep in opposite directions (head-to-toe configuration).

Room requests should be noted on the Camper Information Form or sent via email to [harandcamp@gmail.com](mailto:harandcamp@gmail.com). Roommate requests must be mutual! This is especially important this year as there is a greater risk of germ-spread in double occupancy rooms than in singles. Roommates will be considered “close contacts” which could lead to potential isolation/quarantine if COVID is diagnosed in one of the roommates during the Camp session.

Windows will be kept open (if weather permits) to increase ventilation.

Campers should refrain from sharing any personal items or clothing!

Box fans should only be on when the door to the room is closed!

Per Carthage guidelines, face masks must be worn in dorm common areas. They may be removed when the Camper is in their own room with the door closed, when sleeping, showering, eating or brushing teeth. Physical distance of 6 feet must be used during these rare mask-less times.

## **Restrooms & Showers**

Each Cabin group (or cohort) will be designated specific communal bathrooms and showers on their hallway. If more than one Cabin group is living on the same hallway, it is our estimate that no more than about 12-15 Campers will be sharing bathroom and shower facilities (based on Carthage guidelines).

As much as possible, Staff and Counselors will be designated bathrooms and showers that are separate from the Campers.

Public restrooms and common areas will all be cleaned twice daily by Carthage Staff (in the morning and in the afternoon).

### **Some other Restroom & Shower rules we have set are as follows:**

- Campers should limit the number of individuals in the restroom at the same time when feasible.
- A staggered shower schedule may be created if necessary.
- Do not touch restroom or stall doors with bare hands when entering. Use a paper towel to open/close stall and restroom doors whenever possible.
- Windows will be kept open as much as possible to increase ventilation.
- Campers should bring their own bathroom/hygiene supplies and storage container/caddy/tote. Campers will not be allowed to leave their products or caddies in the restroom, on counters or in hallways. Items must be stored in their rooms and brought in at the time of use.
- Bathroom/hygiene products may not be shared between Campers
- Hair dryers will only be allowed in the Camper's personal living space and cannot be used in common areas!
- Hand washing – with soap & warm/hot water for 20 seconds – is required by all Campers prior to leaving restrooms.

## **Meals**

Specific meal procedures are still in development as Carthage College is working with the Kenosha Department of Health for guidance for the summer. All plans must meet their strict protocols and approval. Some procedures we have already identified are as follows:

### **Dining Hall / Meal Protocols:**

- Campers must wash/sanitize their hands before each meal
- Eating outdoors will be encouraged as much as possible
- All utensils will be disposable
- To-go containers will be available at every meal (to help facilitate and encourage outdoor eating!)

- All those in the dining room must wear masks at all times and maintain physical distancing except when seated and eating
- Tables & chairs will be sanitized before and after every group/diner and on a continuous basis
- Harand Camp will have a designated dining area
- Cabins will be seated together with proper spacing between groups
- Campers should avoid touching frequently touched surfaces such as handles, doorknobs, tables, and counters as much as possible
- Use utensils rather than hands to eat as much as possible
- Time allotted for meals / in the dining hall will be limited to reduce the time spent in the space.
- If capacity in our dining area is reached, we will be staggering dining times to allow for more distancing.
- Post-meal announcements will take place outside or in another location
- Directional signage, physical distancing placards and stanchions will be used to ensure physical distancing guidelines are adhered to and to eliminate overcrowding.
- All Carthage/Sodexo workers will be masked and working behind plexiglass to minimize possible transmission between guests and workers.
- Hand sanitizer stations will be available at the entrance/exit of the dining hall with communication to guests on the importance of handwashing, physical distancing, and face masks
- Self-serve beverage/food stations will be situated to allow for attendant assisted service (Salad Bar, Dessert Bar, Beverage Station)
- Refills of personal beverage containers will not be allowed to reduce the risk of transmission
- The end-of-session Banquet Dinners will be private or take place in another location so the entire camp can celebrate safely together

### **Sodexo / Kitchen Workers**

In addition to Sodexo's extensive safety program, the following is required:

- Employees will have participated in the 6-foot Kitchen Training program which outlines protocols and procedures for personal hygiene, proper PPE, cleaning of contact surfaces, accepting deliveries, food storage, and food production.
- Employees will be required to wear PPE upon entering the workplace inclusive of gloves and facemasks or face coverings. PPE will be provided to the employee.
- Employees will be encouraged to maintain a distance of 6 feet between themselves and their coworkers while wearing a facemask or face shield.
- Sodexo monitors all employees for symptoms before reporting to work.
- No Sodexo / Kitchen workers have contracted COVID during the entire school year!

## **Classes & Activities**

We are developing an activity schedule that is SAFE, yet fun for our Campers that embodies the spirit of Harand Camp.

### **Some important notes and changes are as follows:**

- Masks will be required at all times.
- Classes and activities will take place outside as much as possible.
- If a class or activity is held indoors, physical distancing will be required, as well as proper time for sanitizing before and after.
- We will be purchasing more supplies than usual (art, sports, games etc.) to help eliminate cross contamination.
- Items that must be shared will be disinfected between uses.
- Hand sanitizer will always be available.
- Extra disposable masks will be available in case a Camper spoils theirs during an activity and does not have an extra readily available.
- Class times and length may be altered to facilitate handwashing, sanitizing and cleaning, and allow for proper "air changeover" as recommended by professionals (specifically for singing, dancing, rehearsals, and other indoor activities that exert more air).
- Classes and activities that do not allow for distancing, or rely too heavily on shared supplies, will not be allowed this year.
- The Fitness Center and Pool may not be available for the 2021 Season. Carthage is in contact with Kenosha Department of Health for guidance.
- Off-campus trips that require busing and engagement with those outside the Camp community will not be allowed this year.
- Indoor Camp events and activities (such as in the Theater, Recital Hall, Art Room, Lounges, etc.) will have limited capacity and will have designated or spaced seating to allow for proper distancing.
- Any space that is not-exclusive to Harand Camp – such as the Jockey Rooms or Student Union - will be cleaned prior to our use. Those from outside our Camp community will not be allowed in the space during the time Harand Camp is occupying it.
- Ventilation systems in numerous areas have been upgraded, including many with UV lighting to kill COVID (including in the Straz/Theater Building).

All activities that we deem unsafe will be replaced with other FUN options!!

## **HEALTH & PERSONAL SAFETY**

### **Personal Protective Equipment & Masks**

We are asking Families to pack the following:

- 8-12 Fabric Face Masks (Machine washable! No vents or valves!)
- 1 Box of Disposable Face Masks (50 count per 3-week session)
- 1 Container of Disinfecting/Sanitizing Wipes
- Hand Sanitizer (large bottle & travel container to attach to bag or clothes)
- We may add 1 or 2 singing masks and will let you know asap!

If you have difficulty acquiring these items, or need financial assistance, please contact us at 847-864-1356 or [harandcamp@gmail.com](mailto:harandcamp@gmail.com).

All Campers & Staff are required to wear a mask (regardless of vaccination status!)

Masks may only be removed when the Camper is in their room with the door closed, while seated and eating at meals, when sleeping, showering, and brushing teeth. During these rare times when masks are not in use, 6 feet of physical distance will be maintained.

#### **Mask guidelines are as follows:**

- Please choose masks that have 2-3 layers of permeable fabric.
- Ensure that masks completely cover the nose and mouth.
- Masks should fit snugly, without gaps (built-in nose wires preferred!).
- Masks that have exhalation valves or vents will not be allowed.
- Campers should wear one mask and have a second available (in their bag) in case the one they are wearing gets soiled or wet during the day.
- Counselors and Staff will also have extra disposable masks available in case of emergencies!
- Fabric masks should be labeled with the Camper's name inside.
- Reusable fabric masks should be machine-washable (and dryable) so they can be sent out with the Camper's laundry.
- If a mask is not machine-washable, the Camper will be responsible for hand washing and maintaining that mask.
- Used masks should be placed in a plastic bag or directly into the Camper's laundry bag until laundered.
- Masks may not be shared with anyone else – except with clean/fresh disposable masks in cases of emergency need
- Avoid touching your face and the mask as much as possible!
- Masks should be removed using the ear loops or side-ties
- Masks should only be put on, taken off, and handled with clean hands

# HOW TO WEAR A NON-MEDICAL FABRIC MASK SAFELY

[who.int/epi-win](https://who.int/epi-win)

## Do's →



Adjust the mask to your face without leaving gaps on the sides



Cover your mouth, nose, and chin



Avoid touching the mask



Clean your hands before touching the mask



Inspect the mask for damage or if dirty



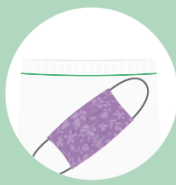
Clean your hands before removing the mask



Remove the mask by the straps behind the ears or head



Pull the mask away from your face



Store the mask in a clean plastic, resealable bag if it is not dirty or wet and you plan to re-use it



Remove the mask by the straps when taking it out of the bag



Wash the mask in soap or detergent, preferably with hot water, at least once a day



Clean your hands after removing the mask

## Don'ts →



Do not wear the mask under the nose



Do not remove the mask where there are people within 1 metre



Do not use a mask that is difficult to breathe through



Do not use a mask that looks damaged



Do not wear a loose mask



Do not wear a dirty or wet mask



Do not share your mask with others

**A fabric mask can protect others around you. To protect yourself and prevent the spread of COVID-19, remember to keep at least 1 metre distance from others, clean your hands frequently and thoroughly, and avoid touching your face and mask.**



**World Health Organization**

## **Physical Distancing**

We will do our best to always maintain physical distancing of 6 feet – especially when inside or interacting outside of Cabin groups. This practice of physical distancing includes but is not limited to classes, hallways, shared spaces, the dining hall, theater, and entrance/exit areas of buildings.

Frequently used locations will have distancing marked on the floor or seating.

Physical contact will be discouraged and replaced with other non-physical greetings and signs of affection (special Cabin or Camp hand waves/gestures, roll calls, cheers, etc.). Harand Camp has always been a nurturing, family environment and that will not change!

Campers should avoid touching surfaces and items used by others. Hand washing or sanitizing will be conducted immediately if this is not possible.

Campers will not be allowed to gather in groups inside where physical distancing is not possible (for example: inside dorm rooms).

## **Hand Washing & Sanitizing**

Frequent handwashing with soap and water (for at least 20 seconds!) is vital to help combat the spread of COVID. We ask that all Campers wash their hands (or use sanitizer if a sink is not available) at least every 60 minutes and as follows:

- after using the restroom
- after using shared or common items (sports equipment, art supplies, etc.)
- after touching frequently touched surfaces (railings, doorknobs, etc.)
- before and after every class or activity
- before and after eating food (meals and snacks)
- upon entering your hallway or Cabin-area
- after coughing, sneezing or blowing your nose
- any time you use and dispose of a tissue or mask

We are asking all Campers to pack a bottle of hand sanitizer as well as a travel container to bring along to classes. Counselors and Staff will also carry sanitizer on their person and there will be sanitizer stations set up in the dorm and in various classroom locations. Upon arrival on campus for Pre-Camp, we will assess where Carthage has placed sanitizer stations and add more if needed.

Campers should always avoid touching their faces until they have a chance to wash or sanitize their hands!

Please see the next page for diagrams on proper hand washing and sanitizing techniques. While we will go over these with Campers, please make sure they have mastered this before arriving to Camp!







## **Cleaning & Disinfecting**

While Harand and Carthage Staff will be primarily responsible for cleaning common and “high-touch” areas, all Campers are expected to participate in reducing germ spread by cleaning and wiping their surfaces and materials.

Please be sure to send your Camper with a container of disinfecting/sanitizing wipes for personal use. While the Camp will provide some cleaning products, a personal supply is necessary to help prevent the spread of germs!

Room/Cabin Inspection will still take place daily! Categories and standards may be revised or increased for camp life in the age of COVID.

The Carthage team will be cleaning and disinfecting buildings and communal spaces daily. Frequently used areas such as public bathrooms, will be cleaned at least twice daily. High-touch areas such as doorknobs, railings and light switches will be cleaned several times a day by Carthage and Harand Staff.

## **COVID-19 Deep Cleaning Disinfection Protocol**

COVID-19 deep-cleaning is triggered when a person is identified as being COVID-19 positive based on testing. The spaces that were accessed by the person who tested positive will be closed prior to deep cleaning to allow for the aerosols to dissipate. Rooms will be treated with microbial sprays that instantly kill COVID germs and thorough cleaning of all surfaces will also take place. **Spaces will also be deep cleaned between sessions!**

## **COVID-19 SYMPTOM MONITORING (CHECKS, TESTING & PROTOCOLS)**

### **Symptom Screenings & Temperature Checks**

Counselors will conduct symptom screenings with their Campers every morning, with additional temperature checks before meals. The symptom check list will gauge whether a Camper may be exhibiting symptoms consistent with COVID.

The symptom list will include: Cough, Shortness of Breath or Difficulty Breathing, Fever, Chills, Repeated Shaking with Chills, Runny Nose or New Sinus Congestion, Muscle or Body Aches, Headache, Sore Throat, Fatigue, New Loss of Taste or Smell, Nausea or Vomiting, Diarrhea or other New GI Symptoms. This list may be expanded based on CDC recommendations or Carthage requirements.

Per Carthage College rules, all Haranders must be free of COVID-19 symptoms before leaving the residence hall and participating in daily activities on campus.

Any screenings with potential concerns will be referred to the Camp Nurse for further screening and testing if necessary.

Anyone exhibiting symptoms will be removed from classes & activities until we can determine how best to proceed.

### **Additional COVID Testing**

As noted at the beginning of this guide, we are exploring various options for doing Camp-wide Rapid Testing on Day 1, Day 5 and around Day 14 of each session. 6-weekers would continue to be tested during 2<sup>nd</sup> Session (Day 1, 5 and 14). Testing will be required and there will be an additional fee added per session (\$75 per 3-week session, \$40 for 1-weekers) to cover the costs.

If your Camper is exhibiting symptoms, we will administer a Rapid Antigen Test to immediately determine if they have COVID and should be isolated. Our Camp Nurse will use her discretion and notify you immediately.

We are trying to put in place a safe and effective Testing Program, while keeping costs down as much as possible. We are hoping that the cost of individual/extra Rapid Tests can be included in the overall Testing Fee that is added to tuition. If not, we will notify you in advance and alert you of the cost.

If you have concerns about additional fees or testing, or would need financial assistance, please contact us at 847-864-1356 or [harandcamp@gmail.com](mailto:harandcamp@gmail.com).

### **Confirmed COVID-19**

If a Camper is confirmed to have COVID-19 via a Rapid Test we will notify the Family immediately and determine how best to tell the Camper.

The Camper will then be moved to the isolation and quarantine area designated by Carthage College in the Johnson Hall Suites and continue to be monitored by the Camp Nurse.

The Family will make immediate arrangements to pick up their Camper to get PCR Testing and isolate at home. The Camper may return once cleared by their doctor (typically 10 days after symptoms, 24 hours without fever, negative test). Depending on the date, return to Harand Camp may be allowed during the current or next session.

If applicable, Harand will then contact the Family of the roommate of the Camper who tests positive to discuss how the Camper will be informed. This Camper will be moved to an isolation location, administered a Rapid Test, and monitored, as appropriate. The original room of the pair will be sanitized.

After those Families and Campers are notified, we will send an email to ALL Families that there was positive COVID diagnosis at Camp (while keeping the Camper's identity confidential) and begin testing and contact tracing.

In the case of a positive COVID diagnosis, we will test those in closest proximity to the positive case (beginning with the Camper's roommate and Cabin group) and then determine if we need to test the entire camp. The Camper's closest contacts will be asked to isolate until results are available.

Individuals who have tested positive or have been isolated due to potential COVID-19 exposure, can return to Camp or activities once cleared by their health provider (as noted above).

### **HEALTH CENTER / DAILY MEDICATION PROCEDURES**

Our Health Center and Medication procedures will be altered to accommodate for physical distancing and prevent possible exposure and contamination. Campers will still not be allowed to keep medications in their rooms!

It is our plan to designate a separate hallway and restrooms in Denhart Hall for the Health Center and Medicine distribution. Please note that the Harand Health Center will be located in Denhart Hall and is SEPARATE from Carthage College's COVID-19 Isolation area in Johnson Hall.

### **VISITORS & LEAVING CAMPUS**

**Campers** are not allowed to leave campus for family events or appointments.\* We know we have allowed this in the past for things such as reunions, weddings, and auditions, however, we cannot accommodate these requests and keep our community safe. With enough notice (and prior approval) we can try to arrange for your Camper to join such things via Zoom or another platform!

\*As noted on page 6, Campers may be allowed to leave campus for a vaccine appointment with prior approval of the Co-Directors. Please call 847-867-1356 before booking an appointment during camp.

**Parents/Guardians** will only be allowed on campus during designated check-in & check-out times. They will not be admitted into the dorms for any reason.

**Alumni and Others** will not be allowed on campus unless they are employed by Harand for a specific purpose. In those limited cases, these individuals must be vaccinated and report any potential exposure and symptoms ahead of arriving on campus. **In-person Camp tours will not take place during the 2021 Season.**

**Staff** will be expected to take extra precautionary measures during their time off (limiting outside contacts, remaining masked, physical distancing, etc.). They will not be allowed to have guests visit from outside the Camp community.

Additional Testing of Staff and Others may be conducted as needed. We will update these guidelines as we find out more from the CDC and their recommendations for vaccinated individuals.

## **FINAL PERFORMANCES**

We will be following professional guidelines and recommendations regarding rehearsals and final performances.

### **Some changes that have already been determined include:**

- Families & outside audiences will not be allowed at end-of-session performances (Workshop, Pageant, 2<sup>nd</sup> Session Musicals). Attendance will be limited to the immediate Camp community (Campers & Staff) only!
- Performances will be live streamed or recorded and distributed to Families within one month of the end of Camp in August. Stay tuned for updates!
- It is likely that the Pageant and Musicals will be filmed in sections over the final days of each session, with files edited together into “final shows” that will be distributed or streamed at a later date.
- Costumes and Props will not be shared and may be limited.
- Performers will be masked and distanced as much as possible
- Breaks may be taken during performances & rehearsals every 30 minutes to allow for proper air changeover and costume changes. We are working with numerous professionals to determine the best protocols.

### **Our current performance plans and dates are as follows:**

- **1-WEEK WORKSHOP (Campers & Staff Only): Saturday evening, June 26**
  - Workshop will be open to Campers and Staff only and recorded for distribution to 1-week families within 7-10 days
- **1<sup>st</sup> SESSION PAGEANT PARTY (Campers & Staff Only) / STREAM (For Families): Saturday evening, July 10**
  - Our plan is to record pageant in the final week of the session and stream an edited show for you to watch on Saturday night (the usual night of pageant)! Campers and Staff will also be watching the recorded performance that evening and having a Cast Party!
- **2<sup>nd</sup> SESSION SHOW DAYS (Campers & Staff Only): Wednesday, July 28, Thursday, July 28, and Friday, July 30**
  - For the safety of Haranders and others on the Carthage campus, we will not be having invited audiences from outside the camp bubble for shows this year (Campers and Staff only!).
  - Shows will be presented in front of a live audience of fellow Campers and Staff (potentially with breaks for costume and air change).
  - Stay tuned for details about how we plan to share shows with families within one month of the end of camp in August.

## **VIRTUAL VISITING DAYS**

For the safety of Haranders and others on the Carthage campus, families will not be allowed on campus this year for Visiting Day. While we will not be holding traditional Visiting Days this summer, we are currently developing VIRTUAL Visiting Days so Campers can share what they have been working on in classes and introduce Families to their Cabinmates and Counselors. Virtual Visiting Day may also involve tours, demonstrations, performances and more! Stay tuned!

### **Virtual Visiting Day dates are as follows:**

- **1<sup>st</sup> SESSION VIRTUAL VISITING DAY: Saturday afternoon, July 10**
  - One-Week Campers & Families may also be invited to watch our Virtual Visiting Day events on Saturday, July 10.
- **2<sup>nd</sup> SESSION VIRTUAL VISITING DAY: Saturday afternoon, July 31**

## **CHECK-OUT / DEPARTURE**

Like arrivals, we will be scheduling specific time slots for Camper check-out and departure at the end of each session (June 26 evening, July 11 morning & August 1 morning – details to be announced).

Please Note that Check-Out for First & Second Session will be on Sundays, July 11 and August 1 from 9:30am-Noon. Saturday check-out may be allowed by special request; however, your camper will then miss out on end-of-session celebrations like our Pageant Watch Party and Banquet!

### **As with check-in:**

- Families will be assigned a specific time slot & location for check-out
- Parents/Guardians will remain in their vehicles until cleared
- They will proceed to check-out their Camper with a Senior Staff member
- Counselors will ensure Campers are properly packed and help bring items outside to load vehicles
- Parents/Guardians will not be allowed inside the dorm for any reason
- Everyone must be masked & follow physical distancing! No exceptions!
- We may be able to accommodate timeslot requests in very limited, special circumstances. Let us know if you have an unavoidable conflict.

### **Check-Out dates are as follows:**

- **1<sup>st</sup> SESSION CHECK-OUT: Sunday, July 11, 9:30am-Noon**
- **2<sup>nd</sup> SESSION CHECK-OUT: Sunday, August 1, 9:30am-Noon**
- **1 WEEK CHECK-OUT (after Workshop): Saturday, June 26, 8:30pm-9:30pm**
  - Parents will likely pick-up One-Weekers by the Lincoln Statue in front of the Straz Center (Theater) or in the Lobby (if it is raining)
  - Luggage will be brought to the Straz Center / Theater for check-out and departure.

**Check-out, Performance and Virtual Visiting Day** details will be distributed at least 10 days prior to the end of each session. If you have any questions or conflicts, please contact 847-864-1356 or [harandcamp@gmail.com](mailto:harandcamp@gmail.com).

## **OTHER NOTABLE RULES & PRECAUTIONS FROM CARTHAGE COLLEGE**

Below are some additional precautionary measures Carthage College has implemented for all individuals and groups on campus.

Please note that while we rarely (if ever) encounter other groups, the COVID plans and protocols of ALL camps and conferences are subject to the approval of the Carthage College Events and Conferences Department and must adhere to their strict guidelines.

### **Campus-wide standards and rules for individuals and groups are as follows:**

- Physical distancing of 6 feet or more between individuals who belong to different households.
- Practice good hygiene as follows:
  - Wash your hands with soap and water or use hand sanitizer, especially after touching frequently used items or surfaces.
  - Avoid touching your face
  - Sneeze or cough into a tissue or the inside of your elbow
  - Disinfect frequently used items and surfaces
  - Use face coverings while in public
- People who feel sick should:
  - Stay home
  - Remove self from congregate settings, especially around the vulnerable
  - Contact and follow the advice of a medical provider
- Face coverings or masks are required in all common areas and while walking from location to location.
  - Face coverings or masks may only be taken off during activities and while eating in the Dining Commons. Physical distancing guidelines still apply.
- A screening process is required for check-in to all camps, as well as participation in any on-campus activities. The symptom list includes: Cough, Shortness of Breath or Difficulty Breathing, Fever, Chills, Repeated Shaking with Chills, Runny Nose or New Sinus Congestion, Muscle or Body Aches, Headache, Sore Throat, Fatigue, New Loss of Taste or Smell, Nausea or Vomiting, Diarrhea or other New GI Symptoms.

### **Carthage Buildings**

- Installed plexiglass barriers at counters as a level of protection for both Carthage Staff and Guests. These barriers are disinfected by Staff frequently, at least every 2 hours.
- Touchless hand sanitizer stations have been installed at convenient spots for Carthage Staff & Guests. They are monitored daily and kept full at all times.
- Signs have been posted that reinforce physical distancing guidelines.
- Frequently used doors are propped open to reduce touching by hands. This does not include fire-rated doors, which always need to remain closed as per fire code.

**Carthage Staff**

- A majority of Carthage and Sodexo Staff have already been vaccinated.
- Employees are required to wear face masks and gloves while performing essential job functions.
- They must maintain physical distancing (minimum of 6')
- Employees will be screened for symptoms & exposure prior to each shift.
- Employees who have a fever or other symptoms of COVID-19 will not be allowed to work and will be sent home.
- Employees must report contact with any person who tests positive for COVID-19, and/or quarantined/isolated people.

**Cleaning and Disinfecting**

- Frequent disinfecting of common and high-traffic areas is the norm.
- Staff must clean and disinfect frequently touched surfaces (door handles, counter tops, plexiglass barriers, desks, phones, and common areas) at least daily or between uses as much as possible.
- Frequent cleaning and disinfecting of personal items.
- Clean all common areas upon arrival and departure of shift.

**Campus Walkways:**

- In order to accommodate more distancing, Carthage has utilized the eastern drive lane of Campus Drive as a walking path.
- Specific doors have been designated as Enter Only/Exit Only
- Some hallways have been divided for specified directional traffic.
- Modifications to vehicular traffic patterns to allow for safe and distanced walking around campus have been made
- Campus Drive has been modified to have a pedestrian and emergency vehicle zone in the center of campus. Space will be allowed for emergency vehicles, Public Safety, Facilities, and authorized vehicle traffic to drive through.

**Thank you for considering Harand Camp for your family!**

**Please check our website frequently for new information. Updates will be posted at <https://www.harandcamp.com/2021updates>.**

**If you have any additional questions, comments or concerns, please call 847-867-1356 or email [harandcamp@gmail.com](mailto:harandcamp@gmail.com).**