

The purpose of CEED's Juniorpreneur Camp Health and Safety Plan is to ensure the utilization of health and safety protocols to protect staff, campers, parents or guardians from fire, illness and accidents.

CEED Juniorpreneur Camps and Covid-19

CEED launched its first summer camp in 2015, with future camps promising to build on this very successful program. As with any other business or entrepreneur, we had to adjust to the new realities of COVID-19, whilst maintaining our commitment to each campers' health, wellbeing and enjoyment. In 2020, our 2020 curriculum was designed around teaching campers' how to develop and setup their e-commerce business, with the final day of camp culminating in each of their businesses by marketing and selling their products online. (Now referred to as the "Juniorpreneur Camp – Developing your Online Business" program)

Please note that our Health and Safety Plan has been updated with the latest Nova Scotia Health COVID- 19 requirements. As Camp organizers we will proactively communicate and adhere to these guidelines, ensuring that each camper is aware and comfortable in terms of what is required. As parent or guardian, we would appreciate your cooperation and support in ensuring a safe and enjoyable camp experience.

Supervision and Activity Safety

- At the beginning of each day, staff will be assigned campers under their charge. Staff will take attendance frequently, including at the beginning of each day to account for all campers in their charge. If a camper is unaccounted for, staff will immediately notify the camp director.
- At all times staff will provide a level of supervision that shall protect campers from any unreasonable risk to their health or safety. Staff will actively supervise campers, maintaining visual or verbal communications at all times to ensure camper activities are safe and consistent with safety plan and camp policies.
- Camp staff have been trained on COVID-19 health requirements and guidelines, and will brief all campers on these specific COVID-19 requirements every morning before camp starts. Staff will continue to make campers aware of COVID-19 requirements during the day or specific activities.
- Camp staff will follow daily and administrative COVID-19 protocols for the safety and health of all campers, staff, parents and guardians.
- Camp staff health will be strictly monitored, with COVID-19 protocols being administered before the start of each camp day, allowing for self-isolation before any contact with campers or family members.

Camp Personnel

Camp Director – Douglas Wetmore, dwetmore@ceed.ca, (902) 488-7949 or (902) 421-2333 ext. 7406

The CEED Camp Director is responsible for the overall operation of the camp including the Health and Safety of each camper. He or she ensures that camp maintains compliance with all Health and Safety requirements, inclusive of up to date COVID-19 requirements and guidelines.

The CEED Camp Director oversees the Lead Facilitator, facilitators and/or counselors. Each of these camp personnel have a daily task and responsibility list, including;

- Implementation of and adherence to CEED's Summer Camp Health and Safety Plan.
- Supervise the health and sanitation at the camp.
- Oversee initial health screening of campers and daily surveillance of the camp occupants.
- Handle health emergencies and injuries, maintaining the camp medical log.
- Facilitation of camp program and events.
- Record keeping of all campers' attendance and supervision of their whereabouts.

Camper Orientation

- All parents or guardians will receive a welcome package prior to camp that includes a schedule of activities and camp staff contact information.
- Every camper will receive, on arrival at camp, an orientation to the camp and the camp's policies, procedures and COVID-19 requirements.
- Campers will be briefed on all Health and Safety requirements every morning, with continuous communication and heightened awareness of COVID-19 protocols.
- Camp management will provide soap, hand sanitizer with at least 60% alcohol (for staff and older campers who can safely use hand sanitizer), paper towels, tissues, disinfectant wipes, cloth face coverings (as feasible), and no-touch/foot pedal trash cans. These supplies will be readily available to all campers and camp staff, with usage requirements being part of every morning's camp brief.

Food Safety

Food safety procedures are in place to ensure that food brought by campers or provided by an approved outside source are protected until consumed, including the provision of refrigeration (Parents or Guardians will be notified if refrigeration is not available), the storing of campers' lunches in a protected area away from heat and direct sun, proper cleaning and sanitation of service and storage areas, and immediate discarding of any food leftovers.

Fire Safety & Emergency Evacuation Plan

- The Camp Director is responsible for coordinating and implementing the evacuation plan.
- In the event of an emergency that would require staff and campers to evacuate buildings, an easily accessible, centrally located assembly area has been designated.
- A primary route of evacuation has been established as well as a secondary route, in the event the primary route is blocked.
- Upon exiting the building, staff will take attendance of the campers in their care. In any scenario, staff will maintain visual and/or verbal communication with campers and ensure that all campers are safe and accounted for.
- Staff will immediately notify the camp director of any unaccounted camper and provide information about where the camper was last seen. Staff will collectively search for camper. Reach out to camp staff and have them look for other camper
- No one will be permitted to re-enter the premises before declared safe.

Medical Safety

First Aid/CPR Staff

- Douglas Wetmore (Lead Camp Facilitator) will be on site and have First Aid and CPR. A First Aid Kit will always be on site. For injuries and medical events requiring more than first aid, Emergency Medical Services (EMS) will be contacted. First aid and CPR staff will attend to the camper until EMS arrives. The Lead Camp Facilitator will inform the campers' parents or guardians in the event of a serious medical injury or event.

Allergies, Special Diets, Activity Restrictions or any other special needs

- Any allergies, special diets, activity restriction or other conditions/special needs to be provided on the campers' registration forms. These forms will be shared and discussed with all camp staff, with the forms being kept on site and accessible to camp staff when needed.
- If required, camp staff will contact campers' parents or guardians to verify information, or notify them of any event.

COVID 19 Precautions

Responsibility to Self-Report

Consistent with applicable law and privacy policies camp staff, parents or guardians will self-report to the camp administrators if they or a camper:

- Is sick or symptomatic.
- Have travelled outside of the Maritime Provinces (Nova Scotia, New Brunswick, P.E.I, Newfoundland and Labrador) in the previous 14 days.
- Are awaiting a COVID-19 test result.
- Have been told by Public Health that they may have been exposed and need to self-isolate.

Drop Off and Pick Up Procedures

- Camp drop off areas have sufficient space for physical distancing, with a single and controlled entrance point administered by Camp staff staggering entry and/or limiting the number of people in the entry area.
- Non-essential visitors are discouraged. Parents or guardians are allowed to attend or visit the program when needed, but is requested to minimize their time there.
- Day camp operators and staff should use telephone or video conferencing when possible to meet with staff, parents and guardians.
- Parents and guardians who are dropping off or picking up campers are requested not to intermingle with other campers or families unless social distancing and face mask guidelines are adhered to.
- Alcohol-based hand sanitizer containing at least 60% alcohol content have been placed in all entrances to the program area for use by staff, parents doing pick-ups/drop-offs, and other essential visitors.
- Signs will be posted reminding persons not to enter if they are sick (even if symptoms resemble a mild cold).

Cohorts and Physical Distancing

- Campers will be organized into groups of no more than 5 people. They will be asked to remain within their group throughout the week, and not mix with other groups without proper safety measures.
- Campers seating will be placed 6 feet apart from each other.
- Campers will be encouraged to maintain social distancing beyond seating arrangements.
- Campers will be required to avoid close greetings like hugs or handshakes and encourage physically-distant greetings such as “air fives” and waves.
- Campers will be kept together in small groups with dedicated staff and make sure they remain with the same group throughout the day, every day. Mixing between groups will be limited where possible.
- Anyone with symptoms of COVID-19, with a history of international travel in the last 14 days, or with close contact with a confirmed case of COVID- 19 in the past 14 days must remain at home.

Health Screening of Campers

- An initial health screening of campers will be conducted by the camp director and lead facilitators shortly after arrival at camp.
- Parents and guardians are requested to check the temperatures of their children daily before coming to the program. Parents and guardians should be reminded of this requirement when children are first registered for the program and through visible signage at entrances and drop off areas.
- Daily health surveillance of campers will be conducted that include symptoms of illness (loss of appetite, nausea, fever, diarrhea, vomiting, rash, etc.) or injury; asking individuals to share and discuss any health or other concerns they may have.
- Staff, campers and visitors will be asked about any potential exposure to COVID-19 and recent travel in the two weeks prior to their arrival at camp.

Masks, Respiratory & Personal Hygiene

- The use of face masks will be taught and encouraged inside camp facilities. Face coverings may be challenging for campers (especially younger campers) to wear in all-day settings such as camp. We will provide information to campers on proper use, removal, and washing of cloth face coverings prior to starting their day camp program. Camp and CEED staff will ensure that any camper that goes into a public area wear a mask (as per Provincial Health requirements)
- When washing hands, staff, campers and visitors will be encouraged to wash hands with soap and water for at least 20 seconds. Hand sanitizer that contains at least 60% alcohol will be provided (for staff and older children who can safely use hand sanitizer) in place of handwashing when soap and water is not readily available.
- Staff, campers and visitors will be encouraged to cover coughs and sneezes with a tissue. It will be expected to throw out tissues and wash hands immediately after.

Cleaning

The following cleaning procedures will be in place to ensure safety guidelines are met:

- Cleaning and disinfectant of frequently touched surfaces (e.g. door handles, light switches) within the camp facility at least daily or between use as much as possible.
- Ensure disposable towels, spray cleaners and disposable wipes are available to workers, volunteers and (as necessary) patrons to regularly clean commonly used surfaces.
- Ensure safe and correct use and storage of cleaners and disinfectants, including storing products securely away from children.
- Staff will not use cleaning products near children. When using cleaning products, staff will ensure that there is adequate ventilation to prevent children from potentially dangerous chemicals.
- Staff will use gloves when handling and disposing of trash. Hands will be washed after removing gloves.
- Each campers belongings will be separated from others in individually labeled containers, cubbies, or areas.
- Adequate supplies will be provided to minimize sharing of high-touch materials to the extent possible (e.g., assign art supplies or other equipment to a single camper). Otherwise, usage of these supplies and

equipment will be limited to one group of campers at a time and will be cleaned and disinfected between use.

- Camp staff will follow a schedule for increased, routine cleaning and disinfection.

Communication

Signs will be post in highly visible locations (e.g., camp entrances, main training room) describing and visually communicating how to stop the spread of germs and guard against COVID-19, including how to wash hands, social distance, wearing of masks and respiratory discipline.

Rapid Response Plan

Camp administrators will implement the following procedures depending on incident:

- If a staff person develops illness while at work, they will immediately remove themselves from any contact with others, notify their supervisor and go home.
- If a child develops symptoms while at the program, the child should be isolated away from other children and the parent or guardian should be notified to come and pick up the child immediately. If a separate space is not available, the child needs to be kept at least 2 metres away from other children.
- If a child requires close contact and care, staff can continue to care for the child until the parent or guardian is able to pick them up. Staff and the camper should wear a mask during all interactions avoiding any respiratory contacts.
- Staff should wash their hands with soap and water for 20 seconds or alcohol-based hand sanitizer with a minimum of 60% alcohol before providing a mask and before and after removing the mask, and before and after touching any items used by the child.
- All items used by individual while isolated should be cleaned and disinfected as soon as the child has been picked up. Soft-surface items or other items that cannot be cleaned and disinfected should be isolated for a period of 24 hours.
- Parents and guardians will be required to follow the operator's rapid response plan if a camper starts feeling symptoms while at day camp.
- Programs connected to a confirmed or probable case of COVID-19 will be required to participate in contact tracing processes that may include program closures if required by Nova Scotia Health Services.