



2020 Day Camp Guidelines

Dear Parents,

COVID-19 is a serious situation and all decisions will be made with safety as our priority, and will be also be based on guidelines from Alberta Health Services and the Government of Alberta.

As per the recent Covid-19 related guidance being provided by health officials, it was expected that we would see some changes at camps this summer. However, what has not changed is our commitment to deliver the City Fit Shop experience to you and your families this summer, like we have done for the past several years.

City Fit Shop would like to re-iterate that while it is our full intention to run camps this summer, we are being as innovative as possible to make that happen in the safest environment possible. As a team we have been working diligently to adapt our camp programming and operational plans to meet and exceed the anticipated health and safety guidelines being developed by the Chief Medical Officer of Health. We will continue to be diligent and up to date with those guidelines to ensure the safety of all our patrons.

Thank you for your support and understanding in these changing times.

City Fit Shop

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Safety

Alberta Government Guidelines classify Day Camps as short-term programs that provide care and education to children of all ages. Children's safety is paramount to City Fit Shop and as parents ourselves, we understand the importance of ensuring children are in a safe environment and that we are mitigating the risk of exposure to COVID-19.

In reducing the risk of transmission of Covid-19 among participants, staff, and other contacts, we will meet and exceed the protocols put in place by the Government of Alberta and the Workplace Guidance for Business Owners.

In accordance to the guidelines, only full day camps are offered currently. This is to ensure we avoid any cross over with other groups (cohorts) and give ample time for **DAILY** cleaning and disinfection of all used equipment and surfaces.

To see Government Guidelines for COVID-19 guidance go to:

<https://www.alberta.ca/biz-connect.aspx>

Distancing

In order to respect social distancing rules, City Fit Shop will follow Day Camp Guidelines:

- City Fit Shop is comprised of 2 connected buildings and each group (cohort) will have a designated building.
- Separate entrances will be used for each group (cohort).
- Groups (cohorts) will no bigger than 10 people including the instructor. There will be no contact with other groups (cohorts) or staff other than the designated coach.
- There will be one designated coach for the duration of the camp.
- Play structures can only be used by one group (cohort) at a time and will be cleaned and disinfected before and after use by each group (cohort).
- Only one group (cohort) at a time may use the same indoor or outdoor play space, following physical distancing practices where possible while at City Fit Shop.
- Each group (cohort) will have designated equipment each day and it will be cleaned and disinfected between before any other group comes into contact with it.
- There will be designated bathrooms and eating spaces for each group (cohort).

Checking-in and Screening Protocols

City Fit shop's sign-in and pick-up protocols are designed to support physical distancing for families and minimize any unnecessary exposure.

- There will be staggered drop-off and pick-up times.
- There can only be one designated guardian to accompany child for drop-off and pick-ups on site.
- Check-ins will be conducted outside at separate entrances per group (cohort).
- Temperature scans will be conducted upon check-in.
- Hand washing upon arrival at designated washrooms.

NOTE: No non-essential visitors are permitted on-site. Parents or guardians are able to attend the program when needed but should minimize time spent there.

Bathroom Protocols

City Fit Shop will have designated bathrooms per group (cohort). There will be strict guidelines on cleanliness and hand washing procedures.

- City Fit Shop recommends the Health Services Guidelines for handwashing and will provide ample soap and towels for groups (cohorts)
- City Fit Shop will maintain bathrooms and any associated amenities and ensure they are clean and sanitary.
- City Fit Shop will follow a “wipe-twice” method to clean and disinfect high-touch surfaces such as faucets, door handles, soap dispensers, and towel bars. Our protocol calls for a first wipe with cleaning agents to clean off soil and wipe again with a disinfectant to remove bacteria.
- Signage will be posted in bathrooms to inform users of steps to mitigate risks of COVID-19 transmission (E.g., hand hygiene, respiratory etiquette).

Meals

In order to ensure meal safety for all participants, families will provide their own meals and participants will be expected to adhere to the following guidelines:

- Food provided by the family should be stored in an area designated for the child’s group (cohort) and will not be handled by staff.
- A “no food sharing” policy will be enforced and we will ensure all day campers bring their own water bottles.
- No activities involving child participation in food preparation will be allowed.
- Where possible, children will practice physical distancing while eating.
- City Fit Shop will not provide common food items (e.g., salt and pepper shakers or other condiments).

Illness protocols

In the unlikely event that someone shows any symptoms of any illness, City Fit shop will employ strict guidelines as mandated by the Government.

Staff members, parents or guardians and children must not attend the program if they are sick, even if symptoms resemble a mild cold.

Any sign of symptoms include:

- fever
- cough
- shortness of breath
- sore throat
- runny nose
- nasal congestion
- headache
- a general feeling of being unwell.

Should anyone start feeling any symptoms at any time during camp, isolation protocols will be put into immediate effect:

Camper Illness

- Individuals who have a cough, fever, shortness of breath, runny nose, or sore throat (that is not related to a pre-existing illness or health condition) will be isolated in a separate room and guardians will be immediately notified. The participant will be required to go home for isolation.
- Activities will cease and all guardians of the group (cohort) will be contacted for pick up. Arrangements will be made for transportation home where needed.
- Staff and participants will engage in immediate social distancing and wear available PPE.
- City Fit Shop will record the names of all close contacts of the sick participant. This information may be necessary if the sick participant later tests positive for COVID-19.
- Alberta Law requires individuals to be in isolation for a minimum of 10 days if they have tested positive for COVID-19. For clarity, the isolation period is 10 days from the start of symptoms, or until symptoms resolve, whichever takes longer.

Staff Illness

If any staff report any illness or feel ill at any time they will be:

- Staff who have a cough, fever, shortness of breath, runny nose, or sore throat (that is not related to a pre-existing illness or health condition) will be isolated in a separate room and guardians will be immediately notified. The staff member will be required to go home for isolation.
- City Fit Shop will record the names of all close contacts of the sick staff member. This information may be necessary if the sick participant later tests positive for COVID-19.
- Alberta Law requires individuals to be in isolation for a minimum of 10 days if they have tested positive for COVID-19. - For clarity, the isolation period is 10 days from the start of symptoms, or until symptoms resolve, whichever takes longer.
- City Fit Shop will undergo strict cleaning and sanitizing of all equipment, locations and surfaces to government standard prior to re-opening.
- Staff will be requesting tests for COVID-19 and families will be notified if there is any need for concern.

Sanitation

City Fit Shop promotes and facilitates frequent and proper hand hygiene for employees and participants. Daily safety meetings at the beginning of the day will occur to remind participants of protocols. There are means to sanitize hands at points of entry as well as throughout the facility.

Staff are required to wash their hands often with soap and water for at least 20 seconds or use an alcohol-based hand sanitizer (greater than 60% alcohol content).

Hand washing with soap and water is required if any person has visibly dirty hands. Hands are required to be cleaned before and after using gloves.

Respiratory etiquette is strongly encouraged (e.g., coughing or sneezing into a bent elbow, promptly disposing of used tissues in the trash) Posters will be available that remind staff and participants to practice respiratory etiquette and hand hygiene.

Cleaning and disinfecting surfaces with a “wipe-twice” method to clean and disinfect. Wipe surfaces with a cleaning agent to clean off soil and wipe again with a disinfectant.

Cleaning and disinfecting of all equipment shall be done before and after use from any group. Site clean-up and disinfecting will take place daily.

Change Log

Updated By	Date Change	Change Notes
Tony Nguyen	May 13, 2020	First Draft
Tony Nguyen	May 15, 2020	Added Staff Illness
Amanda Fex	May 26, 2020	Changed Format