

June 21, 2021

Report To: Mayor and Council

From: Aaron Bisson, Manager of Recreation and Culture

RE: Summer Programs

The Community Services Division has run the Summer Programs for the Youth in our Community for several years. Unfortunately, due to COVID-19 many things have changed in how we are able to operate and offer programming beginning in 2020 and we had to cancel our Summer programs schedule that year. With the pandemic still affecting operations in 2021, a decision was made during our budget process to not proceed with Summer Programs in 2021. With that in mind there is currently no budget for this program. The Summer Programs are an extremely valuable service provided by the Town and are well utilized by the public. There are factors that make offering this service in 2021 challenging.

Normally we would offer 8 different 1-week programs, in a normal year we would start the week of June 28, 2021 and run until August 20, 2021. If we started the hiring process for three staff members to operate this program, the earliest we could begin the summer programs would be 5 weeks from Councils' approval. This timeline is based on hiring, criminal background checks, and training required. With this timeframe in mind, we could aim to begin the programs on August 2, 2021 and offer up to 3 one-week programs. Finding an employee willing to accept a 3-week contract in August is going to be extremely challenging and may not be reasonable. Staffing within Community Services has been difficult, being shut down repeatedly over the last 15 months has caused some of our staff to find employment elsewhere. We will be working hard on ensuring we are able to open the Sports Centre and museum when allowed in Stage 3 and ensuring we have the appropriate staff available to do so. Summer staff that had previously accepted positions at the Museum have since accepted jobs elsewhere and are unable to work there this summer, so we will have to dedicate time and resources to the museum as well. We are also looking to recruit staff to work the Marina attendant position in the coming weeks.

When the summer programs were developed, they had not been developed to account for pandemic related rules. We would need to re-assess the programs and the delivery of those programs to align with the new regulations that are in place for day camps. This is not something that has been done as the direction was to not hold Summer Camps in 2021. It would take at least a couple of weeks to revamp our programs and ensure we could meet all the requirements that are in place. Many of the programs had also been developed around "field trips" or events away from the Memorial Sports Centre with transportation required. Maintaining distancing would be difficult if not impossible during the transportation periods, so many of those "field trips" would not be able to take place, significantly altering the normal programming we would offer.

Under Covid there are the cleaning requirements, distancing requirements, and contact tracing, to name a few. The toys/materials that are used need to be made of materials that are easily cleaned and disinfected, and craft supplies would need to be used by only one individual and then thrown out after. This additional work/planning is not insurmountable; however, it does create additional work for staff and increases the cost of the programs significantly.

Normally we have a group of up to 30 students participating in each activity, due to the restrictions in place we could have a maximum of 20 children in each activity. We would have to charge 50% over and

above our standard user fee of \$75.25 or a fee of \$112.90 to cover the same portion of cost we normally would try and recover; based solely on the decrease in participants.

Attached to this report you will find the COVID-19 Safety Guidelines for: Day Camps that outline the requirements to be able to offer these programs.

The Community Services Division would like to thank Janice for her letter of support for the Summer Programs and indicate that this program is a priority moving forward. Unfortunately, with the uncertainty surrounding day camps, and the staffing challenges faced moving into 2021 it was decided that it was in the Town's best interest to not offer this programming in 2021 and look forward to offering the program in 2022 once again. With the vaccination campaign that is ongoing in our region and Ontario, the restrictions in place should facilitate offering a much better experience in 2022, and we look forward to doing that.

Recommendation

The Community Service Division recommends to Mayor & Council to reverse the decision on the 2021 Summer Programs and plan to operate the program in 2021 under the restrictions at that time.

Respectfully Submitted,

Aaron Bisson

Aaron Bisson
Manager of Recreation and Culture

Council approval of this report will agree to the recommendation of the Community Services Executive Committee to reverse the original decision to cancel Summer Programs as outlined in this report.

June 8, 2021

Mayor June Caul and Fort Frances Town Council,

I am writing to express my concern over the decision that the summer day camp program "Rec N Crew" historically run at the Memorial Sports Centre will not be running again this year due to "all the restrictions in place" and "requirements for camp operators" due to Covid-19. The provincial government made the decision not to resume in person learning for our youth until September 2021, so that the kids could have a normal summer, including day camps and team sports. The provincial government also gave the go ahead for day camp programs to run last summer, but they were not offered in our community.

Not only do I feel these programs would be low risk in our community, where our covid numbers have been generally low, but I also feel with the reopening of many businesses throughout the summer, there is some accountability on the town to provide child care options to the residents of Fort Frances. Our children need to be provided with the socialization and activity experiences they have been missing out on, as well as the structure and accountability of day programs like this. The older children were previously able to take part in some leadership activities, training them to be the future counselors of these programs. Additionally, these programs create summer employment to some of our young residents who may be home from their post-secondary school programs or going away to school in the fall.

I feel that there have been a lot of missed opportunities due to covid in Fort Frances without consulting with the citizens these decisions affect. The community services offered have greatly suffered over the past few years. What is the town of Fort Frances offering for recreation this summer? What are the offerings for child care? I think there needs to be an effort to find a way to safely and effectively run programming. There needs to be brainstorming of new ways to make these programs run as we transition to a new normal. Much larger centers seem to be figuring it out, and I am confident Fort Frances could too. I am requesting that my concern be added for discussion at the next available council meeting.

Respectfully,

Janice Neurinski

(807)276-1819

Ministry of Health

COVID-19 Safety Guidelines for: Day Camps

Version 1.0 May 26, 2021

This guidance provides basic information only. It is not intended to take the place of medical advice, diagnosis, treatment, or legal advice.

In the event of any conflict between this guidance document and any legislation or orders or directives issued by the Minister of Health or the Chief Medical Officer of Health (CMOH), the legislation, order, or directive prevails.

This document constitutes safety guidelines for COVID-19 for day camps produced by the Office of the Chief Medical Officer of Health in accordance with subsection 24(1) of Schedule 7 of [O. Reg. 82/20](#) (Rules for Areas in Stage 1), subsection 15(1) of Schedule 2 of [O. Reg. 263/20](#) (Rules for Areas in Stage 2), and subsection 9(1) of Schedule 2 of [O. Reg. 364/20](#) (Rules for Areas in Stage 3) made under the [Reopening Ontario \(A Flexible Response to COVID-19\) Act, 2020 \(ROA\)](#) (Collectively referred to as ROA Regulations).

Pursuant to the ROA regulations, day camps for children are permitted to open if they are operated in a manner consistent with the safety guidelines for COVID-19 for day camps produced by the OCMOH.

Please note that day camps are not permitted to operate in the Shutdown zone.

- Please check the [Ministry of Health \(MOH\) COVID-19 website](#) regularly for updates to this document, [Reference Document for Symptoms](#), mental health resources, and other information.
- Please check the [Orders, Directives, Memorandums and Other Resources](#) page regularly for the most up to date directives. Applicable guidelines for various regions can be found in the [Reopening Framework](#) developed by the Government of Ontario. Relevant rules can be found in the Regulations mentioned above.
- Please check the [provincial COVID-19 website](#) regularly for current information and additional resources to help stop the spread.
- Please check the [resources to prevent COVID-19 in the Workplace](#) page.

- This guidance does not apply to day camps serving children who are younger than four years of age that require a childcare license issued by the Ministry of Education. Licensed child care centres must follow the COVID-19 related health and safety requirements set out in [O. Reg. 137/15](#) under the [Child Care and Early Years Act, 2014 \(CCEYA\)](#). Additional operational guidance is provided in the Ministry of Education's document entitled [Operational Guidance During COVID-19 Outbreak: Child Care Re-Opening](#), as amended from time to time.

Day camps must run for a minimum of one week of consecutive days (e.g., Monday through Friday), should maintain consistent cohorts for the duration of each camp session for up to 2 continuous weeks (e.g., if a session is 1 week, maintain the cohort for the full week; if a session is 2 weeks, maintain the cohort for the full 2 weeks; if a session is longer than 2 weeks or if campers are enrolled in multiple consecutive sessions at the same day camp, aim to keep cohorts as consistent as possible for as long as possible).

Outdoor Education Centres (OECs) must run for a minimum of one (1) full day, conducted with established cohorts, and maintain the cohorts for the duration of each program session.

In addition to the guidance provided in this document, day camp programs and OECs must also comply with applicable setting/activity-specific requirements (e.g. sports) as well as general restrictions or requirements in accordance with the regulations made under the ROA.

Requirements for Occupational Health and Safety

All applicable legislative or regulatory requirements related to health and safety such as those in the [Occupational Health and Safety Act](#) (OHSA) and its regulations or in any regulation under the [ROA](#) continue to apply.

Employers must comply with municipal by-laws and section 22 orders under the *Health Protection and Promotion Act* issued by local medical officers of health and any applicable public health advice, recommendations, and instructions of the local medical officer of health. Day camp operators must comply with all other applicable requirements outlined in policies and guidelines issued by the Ministry of Education and the Ministry of Heritage, Sport, Tourism and Culture Industries, including any other relevant requirements or instructions issued under emergency orders, policies or guidelines issued by the Government of Ontario.

Under the ROA regulations, persons responsible for a business that is open are required to prepare and make available a safety plan in accordance with the regulation. Employers are encouraged to use the Ontario guide to Develop your COVID-19 Workplace Safety Plan to make plans and put controls into place to help make the operation safer for everyone.

Safety plans must:

- Describe the measures and procedures that have been implemented or will be implemented in the business to reduce the risk of transmission of COVID-19;
- Describe how the requirements of the ROA regulations will be implemented in the business, including by screening, physical distancing, non-medical masks or face coverings, cleaning and disinfecting of surfaces and objects and the wearing of personal protective equipment (PPE);
- Be in writing and be made available to any person for review on request; and,
- Be posted in a conspicuous place where it is most likely to come to the attention of individuals working in or attending the business.

General Requirements

1. Ensure all current infection prevention and control practices are adhered to prevent the spread of COVID-19.

This includes, but is not limited to:

- Ensuring that toys and equipment are made of material that can be cleaned and disinfected (e.g., avoid plush toys, playdough) or are single use and are disposed of at the end of the day (e.g., craft supplies);
- Minimizing the sharing and frequency of touching of objects, toys, equipment and surfaces, and other personal items;
- Cleaning and disinfecting frequently touched surfaces twice daily at a minimum; however, more frequent cleaning and disinfection may be necessary, depending on the frequency of use and extent of soilage.
- Frequently touched surfaces include, but are not limited to, washrooms (for example toilet fixtures, faucets), eating areas (for example tables, sinks, countertops), doorknobs, light switches, handles, desks, phones, keyboards, touch screens, push buttons, handrails, computers, photocopiers, sports equipment, toys, and water fountains/cooler knobs. Refer to PHO's factsheet on [Cleaning and Disinfecting for Public Settings](#);
- Using disinfectant products that have a Drug Identification Number (DIN). Low-level hospital grade disinfectants may be used. Please see Health Canada's [list of hard-surface disinfectants and hand sanitizers with evidence for use against COVID-19](#) for more information;

- Checking expiry dates of cleaning and disinfecting products and following the manufacturer's instructions;
 - Ensuring that the products used are compatible with the item to be cleaned and disinfected;
 - Ensuring water fountain use is for refilling camp staff and participants' personal water bottles and disposable cups only;
 - Promoting and performing frequent, proper hand hygiene by handwashing with soap and water or using an alcohol-based hand-rub (ABHR) (at 60% or higher) including supervising or assisting camp participants).
 - Hand washing using soap and water is recommended over alcohol-based hand rub (ABHR) when hands are visibly soiled. Refer to PHO's [How to Wash Your Hands](#) fact sheet.
2. Day camp operators should strongly encourage all eligible staff and campers to receive COVID-19 vaccination as soon as possible, and at the earliest opportunity before the camp starts.
 3. Operate programs in consistent cohorts (with assigned staff members) who stay together throughout the duration of the program, with the following considerations:
 - Cohort sizes and staff to participant ratios (see table below) should be in line with the guidance found in the [Operational Guidance During COVID-19 Outbreak – Child Care Re-opening](#). The camp venue is recommended to reduce the maximum number of children in a cohort as much as feasibly possible, to allow for indoor and outdoor physical distancing and reduce the risk of introduction and transmission in a cohort. Cohort sizes must also be sufficiently small to accommodate distancing in the available space.
 - Where possible/practical and applicable, consider grouping participants who are members of another cohort together outside of the day camp (e.g., same class at school, same household, siblings).

Table 1: Maximum Cohort Sizes and Staff Ratios

Age Category	Age range of age category	Ratio of staff to camp participants	Maximum Number of camp participants in cohort (not including staff)
Kindergarten	4 years up to 6 years	1 to 13	26
Primary/Junior School	6 years up to 9 years	1 to 15	30
Junior School	9 years up to 13 years	1 to 20	20
Secondary School	> 13 years	1 to 20	20

*Note on Table 1: Day camp programs must also comply with applicable setting/activity-specific requirements set out in the regulations made under the *ROA*, including requirements relating to indoor and outdoor sports/recreational activities.

Further Consideration with Cohorts in Day Camp Settings

- While brief close contact may be unavoidable between members of a cohort, physical distancing when practical/possible within the cohort, and general infection prevention and control practices should be encouraged and prioritized.
- If a camp participant requires a support worker(s) or other additional personal assistance, this worker(s) does not need to be included in the cohort count, but that individual should remain with the cohort at all times and follow all policies and protocols for staff (such as daily self-screening and wearing appropriate personal protective equipment.)
- Cohorts (children with their assigned staff) must not mix with other cohorts. (Including pick-ups and drop-offs, mealtimes, before and after care, playtime, and outdoor activities.)
- Programs that use an indoor room/space that is shared by other cohorts (e.g., staff areas/rooms, tents, gymnasiums, hallways) or has other user groups (e.g., programs in museums, community centres) must ensure:

- The room/space is cleaned and disinfected before and after use. It is recommended that a log be posted and used to record cleaning and disinfecting.
 - Each cohort of camp participants should have their own assigned indoor space separated from all other groups by a prominent visual cue (e.g., floor markings) or a physical barrier that does not interfere with airflow or ventilation or pose a safety /fire hazard issue (e.g., pilons) to reinforce physical distancing requirements between groups.
 - Each cohort should have designated equipment for their use only (e.g., balls, loose equipment) or equipment that is cleaned and disinfected between cohort use;
 - Personal belongings brought to camp should be minimized and not shared between individuals. Personal items (e.g., backpack, clothing, towel, food, devices that support alternate communication methods, etc.) should be labeled, reserved for personal use only, and stored separately in an individual's designated space;
 - In shared outdoor space, cohorts must maintain a distance of at least 2 metres between groups and any other individuals outside of the cohort;
 - Play structures can only be used by one cohort at a time with hand hygiene performed before and after use; and,
 - Plans should be made to prevent mixing of cohorts in washrooms/ changerooms. Signage should indicate maximum capacity and a cleaning log be recorded.
4. Physical distancing of at least 2 metres should be maintained between cohorts. Ensure that physical distancing between camp participants, parents/guardians and staff is enabled. Physical distancing between cohorts should be maintained by following the steps outlined below:
- Placing camp cohorts into different areas;
 - Placing furniture, camp equipment, and activity stations into different areas;
 - Using visual cues (e.g., signs, posters, floor markings, etc.) and ensuring compliance with the requirements in the [Accessibility for Ontarians with Disabilities Act, 2005 \(AODA\)](#);
 - Staggering or alternating mealtime to reduce number of individuals in eating area and to enable physical distancing of at least 2 metres between individuals while unmasked for lunch/nutrition breaks.
 - Outdoor programming is strongly encouraged as a program delivery model as it can easily allow for safe, physically distanced activities for children and families.

- Incorporating more individual activities or activities that encourage more space between camp cohorts, and where possible, between individuals within a cohort;
 - Using telephone or video conferencing when possible for meetings between staff and parents/guardians; and,
 - Considering staffing ratios and staff expertise that may be needed to support camp participants with special needs.
 - Physical distancing may be more challenging to achieve for camp participants with greater personal needs.
 - In the event physical distancing cannot be maintained and the child is unmasked, or mask use is inconsistent, the use of a surgical/ procedure (e.g., medical) mask and eye protection by staff is required.
5. All day camp operators must comply with the requirements related to in-person teaching and instruction, including teaching or instruction that involves singing or the playing of brass or wind instruments set out in ROA regulations.
6. Ensure all current infection prevention and control practices are adhered to prevent the spread of COVID-19.

This includes, but is not limited to:

- Promoting and performing frequent, proper hand hygiene by handwashing with soap and water or using an alcohol- based hand-rub ABHR (60% or higher) (including supervising or assisting camp participants).
- Hand washing using soap and water is recommended over alcohol-based hand rub when hands are visibly soiled. Refer to PHO's [How to Wash Your Hands](#) fact sheet.
- Ensuring water fountain use is for refilling camp staff and participants' personal water bottles and disposable cups only;
- Ensuring that toys and equipment are made of material that can be cleaned and disinfected (e.g., avoid plush toys, playdough) or are single use and are disposed of at the end of the day (e.g., craft supplies);
- Minimizing the sharing and frequency of touching of objects, toys, equipment and surfaces, and other personal items;
- If sensory materials are offered, they should be provided for single participant use (i.e. available to the child for the day) or cleaned and disinfected between each use.
- Cleaning and disinfecting frequently touched surfaces twice daily at a minimum, however, more frequent cleaning and disinfection may be necessary, depending on the frequency of use and extent of soilage.

- Frequently touched surfaces include but are not limited to washrooms (for example toilet fixtures, faucets), eating areas (for example tables, sinks, countertops), doorknobs, light switches, handles, desks, phones, keyboards, touch screens, push buttons, handrails, computers, photocopiers, sports equipment, toys, and water fountains/cooler knobs. Refer to PHO's factsheet on [Cleaning and Disinfecting for Public Settings](#);
 - Using disinfectant products that have a Drug Identification Number (DIN). Low-level hospital grade disinfectants may be used. Please see Health Canada's [list of hard-surface disinfectants and hand sanitizers with evidence for use against COVID-19](#) for more information;
 - Checking expiry dates of cleaning and disinfecting products and following the manufacturer's instructions;
 - Ensuring that the products used are compatible with the item to be cleaned and disinfected;
5. Aquatic activities (e.g., pool, lake, beach, splash pad, wading pool etc.) must adhere to regulatory requirements in each region at the time of activity. Group transportation for field trips and off-site activities is permitted if transportation is on a charter bus and the transport is limited to a single existing cohort of day campers.
 6. Public transportation for field trips and off-site activities is discouraged due to the increased risk of potential exposure to COVID-19. However, if avoiding public transportation is not possible for essential camp activities, the following must be adhered to:
 - Observing hand hygiene is required prior to and after each trip;
 - Masking is required for grades 1 and up, unless medically exempt;
 - Eating and drinking must not be permitted on public transportation;
 - Touching of contact surfaces must be avoided on public transportation;
 - Remaining in assigned cohort groups for the duration of the trip;
 - Maintaining physical distancing (where possible) from those outside of the cohort group.
 7. If daily transportation is provided for camp participants, the following must be adhered to:
 - Parents/guardians must screen camp participants for any symptoms of COVID-19 prior to sending them to board the bus;
 - Camp participants who have symptoms associated with COVID-19 or may have been exposed to COVID-19 must not be allowed to take the bus;
 - All camp participants and parents/guardians must maintain a 2-meter physical distance while waiting for the bus;
 - Hand hygiene must be observed prior to and after each trip;

- Masks are required for grades 1 and up, unless medically exempt;
 - Seats for camp participants will be assigned and mandatory, and camp participants must not change seats at any time during the bus trip;
 - Eating and drinking must not be permitted on the bus.
8. Activities involving animals should follow all requirements for health and safety as set out in this guidance as well as the [Recommendations for the Management of Animals in Child Care Settings](#) document.
 9. Programs that involve food preparation and consumption activities should follow [hand hygiene](#)/public health standards and all public health measures.
 10. The distribution of specific food items should be performed by a staff member wearing gloves (note hands should be cleaned prior to putting on gloves) and all participants should use their own utensils.-
 11. If meals or snacks are provided by the program or brought by the camp participant:
 - Ensure camp participants and staff perform proper hand hygiene before and after eating;
 - Ensure each camp participant has their own drink bottle (or has access to disposable cups) that is labeled, kept with them during the day, and not shared;
 - Ensure water bottles/disposable cups are filled from water fountains rather than drinking directly from the water fountain mouthpiece;
 - Ensure each camp participant has their own individual meal or snack with no common food
 - Do not have self-serve food items or have open access dishware/cutlery;
 - Reinforce no food sharing policies; and,
 - Maintain physical distancing within and between cohorts while eating/drinking.
 - Pick-up and drop-off of camp participants should take place outdoors. If there is an exception, the parent/guardian must enter the building adhering to public health measures.
 - Staggering the arrival and departure times is recommended to support cohorting and physical distancing measures.

Screening

Passive screening must be achieved by posting signs at the entrance/reception areas and should include:

- symptoms of or exposures to COVID-19
- actions to take if they have symptoms or exposures (i.e., screening is positive)
- importance of public health measures

Active screening must be achieved by using an online, paper-based or in person screening tool and can be completed:

- at home prior to arrival, or
- upon arrival at program setting prior to entry (details below).

Note: Do not permit camp participants, staff, or visitors who are ill and do not pass the active screening to attend the program.

Screening of Camp Participants

Where possible, daily screening of camp participants should be completed electronically by a parent/guardian prior to arrival at camp.

Day camps may use the [COVID-19 school and childcare screening tool](#) or similar process (e.g., via online form, survey, or e-mail aligned with the criteria for the provincial tool) to facilitate pre-arrival participant screening.

Day camp operators should keep records for each camp participant for whom screening has been completed.

Entry must be denied to any individual who screens positive for COVID-19 symptoms or exposures.

Programs must have protocols in place to notify parents/guardians if their camp participant begins to show symptoms of COVID-19 while in camp, including:

- The need for immediate pick-up and an area to isolate the camp participant until pick-up.
- Symptomatic camp participants who are separated from others must be supervised (see below Management of Camp Participants with Symptoms).

Screening of Day Camp Staff

Day camp operators must actively screen staff before they enter the day camp setting at the start of their shift. Day camps are required to maintain a record that screening has been completed for each staff member. Please see the [COVID-19 school and childcare screening tool](#) for more information on active screening at workplaces.

Screening of Essential Visitors

Day camp operators must actively screen essential visitors before they enter the day camp setting. Day camps are required to maintain a record of screening. Day camps may use the [COVID-19 school and childcare screening tool](#) for active screening for visitors.

Note: screening is [not required](#) for emergency services or other first responders entering the camp setting for emergency purposes.

In General for Screening:

- Programs must keep daily accurate records of individuals entering the program setting (name, contact information, time of arrival/departure, screening completion) to facilitate contact tracing as required.
- Alcohol-based hand sanitizer containing at least 60% alcohol content should be available at screening stations and entrances/exits, ensuring younger children do not have unsupervised access

Staff conducting active screening at the day camp setting should take appropriate precautions when screening:

- Maintaining a distance of at least 2 metres (6 feet) from those being screened is recommended when possible.
- Separation by a physical barrier (such as a plexiglass barrier) is recommended when possible.
- Personal protective equipment including a medical mask and eye protection (e.g. goggles or face shield) is **recommended** for screeners.
- Where an online screening tool has not been completed or if physical distancing cannot be maintained between the screener and an individual being screened, PPE is **required** for screeners.
- Refer to Public Health Ontario resources [Public Health Ontario resources](#) for how to properly put on, [wear](#), and [take off](#) masks and eye protection.

Occupational Health & Safety

- The *Occupational Health and Safety Act* (OHSA) requires employers to take every precaution reasonable in the circumstances for the protection of a worker. This requirement applies to day camp programs and includes protecting workers from all hazards including infectious diseases such as COVID-19. All workplace parties (e.g. employers, supervisors, workers) have statutory responsibilities related to health and safety in the workplace.
- The [guide to developing a COVID-19 workplace safety plan](#) can help employers develop and implement control measures.
- The safety plan can be modified to incorporate new information about risks and how to minimize them and to reflect changes in legislated requirements, as appropriate. The requirement to protect workers will not change through the stages of reopening.
- Businesses or organizations that are permitted to open under the ROA are required to prepare a Safety Plan and must make their COVID-19 workplace safety plan available upon request, as noted above.

Use of Masks and Personal Protective Equipment (PPE)

A training program for the recommended precautions, including PPE, should be provided to all staff and essential visitors. For example, a generalized [Infection Prevention and Control training](#) is available for all sectors by Public Service Health and Safety Association.

Expectations for the use of PPE for staff and adults in day camp settings:

- All adults (i.e., parents/guardians and visitors) are required to wear a non-medical mask while inside the premises and maintain 2 metres physical distancing outdoors, including in pick up/drop off areas.
- All staff in a day camp setting must wear a [surgical/procedure mask](#), with reasonable exceptions for medical conditions in the. In the event a surgical/procedure mask cannot be worn, physical distance must always be maintained to minimize risk to others.
- All day camp staff must wear a surgical/procedure mask **and** eye protection (e.g., a face shield, safety glasses, or goggles) when unable to maintain physical distance of at least 2 metres or engaging with an individual who is not wearing a mask.
- Day camps should provide spaces that support nutrition breaks/mask breaks for staff in a safe manner (e.g. a space where staff can maintain at least 2 metres distance from each other).
- Staff may take off their masks and eye protection when eating/drinking or on break; however, time with masks off should be limited and a physical distance of at least 2 metres should be maintained between staff members.
- The use of masks by staff during outdoor camp activities is encouraged and is **required** if physical distancing of at least 2 metres cannot be maintained between individuals.
- The Ontario Together Portal has a [Workplace PPE Supplier Directory](#) that lists Ontario businesses that provide PPE and other supplies.

Expectations for the use of PPE for camp participants:

- a. All camp participants in grades 1 (as of September 1st, 2021) and above are required to wear well-fitting masks (e.g., non-medical) while indoors.

- b. If the day camp is operating in a business or organization for which there are legislative mask requirements for children aged two years and up (such as event spaces or museums), those requirements must be followed, (see subsection 2(54) of Schedule 6 of [O. Reg. 82/20](#) (Rules for Areas in Stage 1), subsection 2(4) of Schedule 1 of [O. Reg. 263/20](#) (Rules for Areas in Stage 2) and subsection 2(4) of Schedule 1 of [O. Reg. 364/20](#) (Rules for Areas in Stage 3) made under the *Reopening Ontario (A Flexible Response to COVID-19) Act, 2020* (ROA). Exemptions pertaining to masking are also outlined in the ROA.
- c. Use of masks is not required for outdoor camp activities if physical distancing of 2 metres can be maintained between camp participants and cohorts are maintained.
 - i. Each camp participant should have access to multiple masks to facilitate changing, as needed (e.g., when soiled, damp, damaged or difficult to breathe through).
 - ii. Refer to [Public Health Ontario's fact sheet "When and how to wear a mask"](#) for how to properly follow masking protocols.
 - iii. Reasonable exceptions are expected to be put in place by day camp operators following provincial guidance. Refer to the [Government of Ontario's Guidance on Face Coverings and Face Masks](#) , [Government of Ontario's Guidance on Using Masks in the Workplace](#).

Note: It is not a provincial requirement, nor is it encouraged to obtain a doctor's note related to a medical exemption for masking requirements.

Occupational illness reporting requirements

- If the day camp operator is advised that one of their staff has tested positive for COVID-19 due to exposure at the workplace, or that a claim has been filed with the Workplace Safety and Insurance Board (WSIB), the day camp staff must give notice in writing within four days to:
 - the Ministry of Labour, Training and Skills Development
 - the workplace's joint health and safety committee or health and safety representative
 - the staff member's trade union (if applicable)
- Additionally, the day camp operator must report any occupationally acquired illnesses to the WSIB within three days of receiving notification of the illness.
- The day camp operator does not need to determine where a case was acquired. If it is reported to the day camp as an occupational illness, the case must be reported.

- If the local Public Health Unit has cleared a staff member for return to work, the staff member should report to their supervisor/manager or designated staff at the day camp prior to their return to work.

Testing for COVID-19

Symptomatic staff should follow the advice of the [COVID-19 school and childcare screening tool](#) and contact their health care provider where needed. They may also complete the [Coronavirus \(COVID-19\) self-assessment \(ontario.ca\)](#) for further direction on testing recommendations.

Symptomatic camp participants' parent/guardian should follow the advice of the [COVID-19 school and childcare screening tool](#). This tool will indicate next steps to take including testing and following up with a health care provider as required.

Refer to Ministry of Health website for [testing locations](#).

Reporting of Probable or Confirmed Cases of COVID-19

- Any suspected or confirmed cases of COVID-19 within the day camp (staff or camp participants) must be reported by the day camp operator to the [local](#) public health unit to support case management and contact tracing.
- In general, day camps should not report all instances of illness (staff or camp participant); however, if camp operators are of the opinion this may be a reportable disease, including COVID-19, they are advised to contact the local public health unit for specific advice on next steps.

Management of Camp Participants with Probable or Confirmed Case(s) of COVID-19

- Parents and/or guardians are required to screen camp participants for symptoms of illness every day before camp. If the camp participant fails the screening tool, they cannot attend the camp. Camp participants with symptoms compatible with COVID-19 should be directed to get tested, as per the [COVID-19 screening tool](#).
- Household members of camp participants who also attend camp and have symptoms compatible with COVID-19 should follow the directions of the [COVID-19 screening tool](#).
- Medical notes or proof of negative tests should not be required for camp participants, or siblings of camp participants, to return to camp.

- Camp participants should be monitored by the camp operator for signs and symptoms of COVID-19 during day camp. Camp participants cannot continue to attend day camp if they develop COVID-19 symptoms. See the [COVID-19 School and Childcare Screening](#) or the [COVID-19 Reference Document for Symptoms v7.0 \(gov.on.ca\)](#) for detailed description of symptoms.
- Day camp participants should be made aware, in age-appropriate, culturally appropriate, and non-stigmatizing language, how to identify symptoms of COVID-19 and should be instructed to speak to a staff member immediately if they feel ill.

Management of Staff with Probable or Confirmed Case(s) of COVID-19

- Staff of day camps are required to use the screening tool every workday. Staff with symptoms compatible with COVID-19 should be directed to get tested, as per the [COVID-19 screening tool](#).
- Staff should be made aware of how to identify their own signs and symptoms of COVID-19 and be instructed to speak to the camp operator immediately if they feel ill during camp. See the [COVID-19 Reference Document for Symptoms v7.0 \(gov.on.ca\)](#) for detailed description of symptoms.
- Medical notes or proof of negative tests should not be required for staff to return to work.

In General for Management of Probable or Confirmed Case(s) of COVID-19

- Day camps should maintain a personal protective equipment (PPE) kit specifically for managing a camp participant or others who become symptomatic during the camp day. The kit should be readily available for a staff person to use quickly if they are not already wearing a surgical/procedure mask and eye protection, and include at a minimum: alcohol-based hand sanitizer, surgical/procedure masks, and eye protection (face shield or goggles).
- Staff should be trained on how to put on and take off PPE properly, properly disposing of this equipment and be briefed on procedures to be followed if a camp participant, staff or visitor has symptoms:
- If a camp participant, staff, or visitor begins to experience symptoms of COVID-19 while attending day camp, it is recommended that:
 - the symptomatic individual should be immediately separated from others in a pre-established, supervised isolation area until they can leave the site

- anyone providing care to the symptomatic individual should maintain physical distance, as possible and
- should wear a surgical/procedure mask and eye protection
- if tolerated, the symptomatic individual should also wear a surgical/procedure mask
- hand hygiene and [respiratory etiquette](#) should be practiced
- tissues should be provided to the symptomatic individual with proper disposal in a closed, lined, no-touch waste basket or garbage bin followed by hand hygiene
- environmental cleaning and disinfection of the isolation room area and other areas of the day camp where the symptomatic individual was present should be conducted as soon as reasonably possible.
- a list of day camp participants, staff and visitors in the day camp who were in contact with or in the same cohort as the symptomatic individual should be prepared by staff to give to local public health unit (when requested), should the individual test positive or become a probable case (e.g., they are symptomatic and their household member tests positive)
- Camps are expected to record and make available:
 - attendance records
 - cohort lists and seating charts
 - before-and-after childcare lists
 - transportation lists and seating charts
 - up to date contact information for parents, staff and camp participants
- communication protocols that include plans to update and inform necessary stakeholders within the day camp workplace and community while maintaining confidentiality of the ill individual should be initiated with direction from the local public health unit
- regular day camp functions can continue unless directed otherwise by the local public health unit

Those who are identified as potential close contacts should remain cohorted.

- The local public health unit will provide individual direction on testing and isolation of close contacts of a case.
- The local public health unit will determine next steps of camp participants or staff who have been exposed to a confirmed case of COVID-19.

Case, Contact, and Outbreak Management

- As mentioned above, one or more probable or confirmed COVID-19 cases in a camp participant or staff member requires collaboration with the local public health unit, who will determine the exposure risk and provide direction for all contacts and determine next steps based on their investigation and risk assessment.

Control Measures

- Control measures are any action or activity that can be used to help prevent, eliminate or reduce a hazard. Once an outbreak is declared, the [local public health unit](#) will provide recommendations on cohort(s) isolation, and the potential need for full or partial camp dismissal based on the scope of the outbreak.
- The local public health unit may give camp operators discretion, if necessary, to dismiss individuals or cohorts while awaiting the results of the public health investigation.

Declaring the Outbreak Over

- The local medical officer of health or their designate will declare when the outbreak is over, inform the day camp operator and advise on next steps.