



COVID-19: Guidance Document for Day Camps

July 14, 2020

As the Government of Ontario continues to implement its [Framework for Reopening the Province](#), summer day camp programs that comply with provincial and municipal COVID-19 guidance are permitted to operate during the summer of 2020. Overnight camps are prohibited during the summer of 2020. Summer day camps are required to follow all existing worker health and safety requirements as outlined in the *Occupational Health and Safety Act* and its regulations, public health requirements as directed by the local medical officer of health, and other relevant requirements as outlined in policies and guidelines issued by the Ministry of Education and Ministry of Heritage, Sport, Tourism and Culture Industries. When developing health and safety protocols, day camp operators are responsible for adhering to the advice set out in the Ministry of Education's [Summer Day Camp Guidance](#) as well as that provided by Ottawa Public Health (OPH) in this Guidance Document.

The following recommendations are intended to help organizers and staff working at day camps reduce the spread of COVID-19. As every day camp program may be different, it is ultimately the responsibility of day camp organizers and operators to review their own policies, procedures and site-specific circumstances, and assess their ability to deliver programs and activities while ensuring that the appropriate infection prevention and control measures are implemented and maintained.

These recommendations have been developed in conjunction with the Provincial documents and in collaboration with our city of Ottawa Recreation, Cultural and Facility Services and Toronto Public Health partners:

- <https://www.ontario.ca/page/resources-prevent-covid-19-workplace>;
- http://www.health.gov.on.ca/en/pro/programs/publichealth/coronavirus/docs/2019_summer_day_camps_guidance.pdf

Operators should review the guidance set out by Ottawa Public Health (OPH) below; and ensure they meet the recommendations prior to reopening. OPH is not responsible for reviewing or providing approval on operational plans.

For more information, day camp operators can also access the City of Ottawa's [Business Reopening Toolkit](#) and [OPH's website](#) for the most up to date information related to COVID 19.

With community transmission of COVID-19 in Ottawa, there is risk that transmission from both symptomatic and asymptomatic persons may occur. While measures to attempt to control these risks may be implemented in day camp settings, it is important that parents and staff are made aware of, and understand, the risks. Please see the **Notice of Risk** below:

Notice of Risk

When children from multiple families attend a day camp, there is an increased risk of the COVID-19 virus coming into the camp. Children who are infected with the COVID-19 virus are more likely than adults to have very mild infections or to have no symptoms at all, but these children can still transmit the infection to other children and to adults at the camp. This means that children can bring home an infection acquired from being at a day camp and put other persons at risk. Even if a day camp has a screening process to help detect infections when there are symptoms; this screening process will not detect infected children or adults who do not have symptoms at the time of screening.

The risk of serious COVID-19 infection increases with age, which older employees and employers should consider in terms of the risk to themselves personally, particularly if working in day camps with children from multiple families.

Please note - If a child or staff tests positive for COVID-19, please immediately contact Ottawa Public Health's Outbreak (OB) Reporting Line at 613-580-2424 ext. 26325, 7 days a week between 8:30 a.m. to 4:30 p.m., or 311 outside business hours and ask to speak with the on-call Public Health Inspector for further guidance.

OPH recommends all day camps have the following measures in place to avoid the spread of COVID-19 to multiple persons and families:

Camp Registration	<ul style="list-style-type: none">• With community transmission of COVID-19 in Ottawa, there is a risk that transmission from both symptomatic and asymptomatic persons may occur. While measures to attempt to control these risks may be implemented in day camp settings, it is important that parents/guardians are made aware of, and understand, the risks. It should include clear expectations of children participating in the camp and parent/guardian requirements (ex. daily screening of child(ren) including temperature checks at home where possible)• Provide education to parents/guardians and staff about COVID-19, its symptoms, how the virus can spread and when to stay home.• Notice of Risk is a recommended practice and should be included in all documents developed.• Consent forms should include clear expectations of children participating in the camp and parent/guardian requirements (ex. daily screening of child(s)). It is critical as part of the informed consent process that parents understand the limitations of screening and that screening cannot guarantee that COVID-19 transmission will not occur during the course of the camp.• Limit participant group sizes as per the current Ministry Guidance of no more than 10 including campers and staff to allow for physical distancing.• Establish an appropriate staff-to-participant ratio that ensures adequate supervision and maintains physical distancing.• Increase communication with staff, participants and their families.• Develop and implement communication platforms to provide information about programs, health and safety measures (e.g. screening/health check programs, physical distancing, staying home when you're sick etc.) with staff, day camp participants and their families through the day camp website, email or social media accounts.• It is recommended to ensure that the information provided is accessible to the parent/guardian to ensure comprehension of information. Additionally, hard copies could be made available to those who do not have access or limited access to technology.• Designate a point of contact (e.g. coordinator or camp organizer) who will be responsible for responding to COVID-19 concerns and communicating with OPH's Outbreak Line if needed. It is vital to ensure
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	<p>the confidentiality of personal and health information is maintained and protected at all times.</p> <ul style="list-style-type: none"> • Staff should clearly outline the process for dropping off children and screening when doing call outs to parents/guardians. <p>At Risk Populations:</p> <ul style="list-style-type: none"> • The level of risk that individuals are comfortable with is different for everyone. Individuals at an increased risk of serious outcomes from COVID-19 include: those who are older adults and those living with a compromised immune system or one or more chronic conditions. • To lower the risk of exposure to COVID-19 individuals with one or more chronic conditions, individuals with compromised immune systems and older adults are not recommended to attend non-essential outings such as camp. This includes staff and primary care givers who would be dropping children off at camp. • The decision to send a child to camp may also be influenced by the health of a child and the health of potential close contacts of a child (e.g., their primary care giver). Primary care givers and/or camp staff may wish to consult with a physician if they have concerns about the health status of themselves, their child or the risk of attending camp.
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<p>Health and Safety Measures</p>	<p>COVID-19 Response Plan:</p> <ul style="list-style-type: none"> • It is recommended that all day camps have a communication plan or protocol in place in the event that a child, parent or staff member at the site is exposed to COVID-19. • Remind staff, participants and their families to stay at home and not attend the day camp if they are sick. • Do not allow anyone with symptoms to enter the facility or attend the program. <p>Practice Hand Hygiene:</p> <ul style="list-style-type: none"> • Ensure that participants can practice hand hygiene often, and when needed incorporate hand hygiene into breaks, between program activities and before and after snacks and lunchtime/meals. • Supervise/assist camp participants with hand hygiene if necessary. • Provide additional hand sanitizer stations in supervised areas (e.g. hand sanitizer dispensers near entrances and inside activity rooms), if possible • Wash hands thoroughly with soap and water or use an alcohol-based hand sanitizer (with at least a 60 % alcohol content level), provided hands are not visibly soiled. Additionally, include handwashing routines before activities such as snacks or meals and after activities including washroom, games, crafts. • Monitor supplies to ensure adequate amounts of liquid soap, paper towel, (air dryer if paper towels are not available), hand sanitizer, tissues and waste receptacles with lined plastic bags. <p>Respiratory Etiquette:</p>
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- Remind staff and participants: to avoid touching their face, nose and mouth with unwashed hands; to cover their cough or sneeze with a tissue or sleeve.
- Ensure adequate supply and use of tissues.

Physical Distancing:

- Encourage physical distancing of at least 2 m between camp participants, parents/guardians and staff.
- Considering the 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 participants who have communication issues or behavior challenges.
- Practice physical distancing. Physical distancing means keeping a distance of two metres (six feet) from others.
- Maintain physical distancing by limiting the number of participants in each organized group attending the day camp and restrict the mixing of participants between groups, if possible.
- Remind participants to greet each other using non-physical gestures (e.g. wave or nod), not to share items, including food, toys, arts and crafts, costumes, hats, hair combs, make-up etc., and encourage everyone to keep their distance as best as possible during activities.
- Physical distancing must not compromise supervision or the camp participant's safety.
- Physical distancing should be maintained while eating and during all programming and transition times.

Use of Masks:

- Use masks (non-medical) when physical distancing cannot be maintained indoors and outdoors. This is exceptionally important both outdoors and indoors.
- Train staff and camp participants on the proper use of masks and how to safely put on and take off a mask. Masks do not replace the need for physical distancing, hand washing, and staying home when sick.
- Mask should not be worn if one cannot tolerate it or cannot remove by themselves and alternative measure (ex. physical distancing) should be exercised.
- When masks are being used, camps should seek to minimize the length of time they are worn as children may not tolerate correct wearing of mask use for longer periods of time.
 - Masks may not be tolerated by everyone based on underlying health, behaviour issues or beliefs. Consideration should be given to mitigating any possible physical and psychological injuries that may inadvertently be caused by wearing a mask (e.g., interfering with the ability to see or speak clearly, or becoming accidentally lodged in equipment the wearer is operating).
- Masks should be changed if visibly soiled, damp, or damaged.

Notes:

- On hot days allow enough spacing between participants so that masks are not necessary.

	<ul style="list-style-type: none"> • Use caution in hot weather as masks may make the wearer feel uncomfortable and feel like it is more difficult to breathe; masks may also impose a greater physiologic burden on the wearer. • Children or anyone who has trouble breathing or is unconscious, incapacitated, or otherwise unable to remove the mask without assistance should not wear a mask. • Post signs in high traffic locations to raise awareness about COVID-19 and to encourage healthy behaviours.
<p>Active Screening of Children and Staff</p>	<ul style="list-style-type: none"> • All individuals, including camp participants, staff, and visitors must be screened daily including daily temperature checks either at home prior to arrival or upon arrival at program setting prior to entry. • Programs must keep daily records of anyone (e.g. camp participants, parent/guardian, staff and visitors) entering the program setting. This will facilitate contact tracing in the event of a confirmed COVID-19 case or outbreak. • Screening and temperature checks should be conducted whenever possible before individuals arrive at camp. Parents/guardians who are unable to do this at home must wait on site, until their child has had their temperature checked and is clear to participate in the day. • For COVID-19 specifically, anyone who fits any of the criteria below will not be allowed into the camp facility/program and will need to self-isolate for a period of 14 days or as directed below related to management of symptoms: <ol style="list-style-type: none"> 1. Symptoms outlined below, from the Ministry of Health's 'COVID-19 Reference Document for Symptoms': <ul style="list-style-type: none"> ○ Fever (temperature of 37.8 degrees C or greater), new or worsening cough, shortness of breath ○ Other symptoms – sore throat, difficulty swallowing, new olfactory or taste disorder(s), nausea, vomiting, diarrhea, abdominal pain, runny nose, or nasal congestion (<i>in absence of underlying reason for these symptoms such as seasonal allergies, postnasal drip, etc.</i>) ○ Other signs – clinical or radiological evidence of pneumonia ○ Atypical symptoms and signs - unexplained fatigue/malaise/myalgias, delirium (<i>a serious medical condition that involves confusion, changes to memory, and odd behaviours</i>), unexplained or increased number of falls, acute functional decline, worsening of chronic conditions, chills, headaches, croup, conjunctivitis, multisystem inflammatory vasculitis in children, unexplained tachycardia (<i>heart rate over 100 beats per minute</i>), including age specific tachycardia for children, decrease in blood pressure, unexplained hypoxia (<i>even if mild i.e. O2 sat <90%</i>), lethargy and difficulty feeding in infants (<i>if no other diagnosis</i>) 2. Symptoms compatible with COVID-19 and in whom laboratory diagnosis of COVID-19 is inconclusive

3. Travelled outside of Canada in the last 14 days
4. Live with, or provided care for (*without appropriate PPE*), or spent time with someone who has tested positive for COVID-19, is suspected to have COVID-19, has an inconclusive laboratory diagnosis of COVID-19, or who has symptoms that started within 14 days of travel outside of Canada
5. Lived in or worked in an institution, group home, or other facility known to be experiencing an outbreak of COVID-19 (e.g., long-term care, prison)

- A parent/guardian must be available to respond to the screening questions at the time of drop-off/arrival.
- Designate an area outside, near the main entrance as a screening station.
- The area must allow a minimum of two meters (six feet) distance between staff conducting screening and the individual being screened.
- Ensure participants and parents/guardians maintain two meters from others when waiting to be screened.
- Post signage in visible areas clearly explaining the screening process and the conditions for entry.
- If participants are displaying one or more symptoms of COVID-19, they will not be permitted into the camp.
- Actively screen children and staff daily at the time of drop-off or prior to the start of a shift by completing the following screening form on paper or electronically. See Ottawa Public Health's [Employee Self-Screening Questionnaire](#).
- Make alcohol-based hand sanitizer available for use at the screening station for participants who have answered NO to all questions prior to entry into the camp.
- Individuals who answer YES to any of the questions should not be permitted to attend the day camp. Direct these individuals to visit: www.ottawapublichealth.ca to learn about assessment centres and testing.

Temperature Check Guidance:

- Parent and or guardian take the child's temperature at home and report it at sign in.
- If temperature is not done at home, the parent/guardian is asked to take the child's temperature while the day camp staff maintains 2-meter physical distance and monitors. The day camp staff will also need to ensure that the thermometer is properly cleaned following each use and that general infection prevention practices are followed between groups.
- Camps can use a variety of methods to protect screeners asking screening questions (and doing temperature checks when required). This should include maintaining a distance of at least 2 metres (six feet) from those being screened or standing behind a physical barrier (such as a plexiglass barrier) when possible. Camps are encouraged to create site specific adaptations.

	<ul style="list-style-type: none"> • In exceptions, the day camp staff may need to take the child’s temperature (in lieu of the parent/guardian). Screeners (doing temperature checks) should take appropriate precautions when screening including wearing PPE (i.e., surgical/procedure mask; gown; gloves; eye protection (goggles or face shield). • Screening should take place outdoors when possible. During inclement weather staff should attempt to continue screening outdoors under shelter. If this is not possible the camp should make appropriate indoor alterations to protect screeners. • Should the screening need to be conducted indoors, the screening should take place as close to the doors as possible, in a space preferably with high ceilings and good ventilation • If access to the facility is required by anyone other than camp participants or staff a health screening should be completed. It is recommended that staff and participants involved in the camp are the only individuals entering the building apart from emergencies.
<p>Management of Child(ren) and Staff with COVID-19 Symptoms</p> <p>Please note: <i>all children and staff who are symptomatic should be referred for testing</i></p>	<ul style="list-style-type: none"> • Campers symptoms should be taken seriously, and appropriate measures administered according to symptoms (e.g., cooled down and hydrated if headache on hot day). Staff should use their discretion when hearing reports of symptoms, especially with younger campers. As per the ministry clarification, campers in the same cohort do not need to be sent home if one individual develops symptoms compatible with COVID-19 unless the individual is confirmed to have COVID-19 with a positive test. This will mean the rest of the cohort should self-monitor for symptoms and continue to isolate from other cohorts and staff, but other cohorts should not be at risk because of separation of cohorts. It is therefore also important to stress the need for staff to distance from other staff so that they do not become bridges between camper cohorts. • Staff members and camp participants awaiting test results who are symptomatic or have been advised to self-isolate by the local public health unit should be excluded from camp. Other staff and camp participants awaiting results may not need to be excluded. <p>Child and/or staff with symptoms:</p> <ul style="list-style-type: none"> • Symptomatic child(ren) and staff must be immediately separated from others in supervised area until they are able to leave the camp. Please be beware that the first symptom of a COVID-19 infection in children can be gastrointestinal, including diarrhea. • Staff where possible, should maintain a distance of at least 2 meters while supervising the ill child. Appropriate PPE (mask and eye protection) should be worn by the staff member supervising the child. Staff should follow procedures in place on what PPE is required as it is dependent on type of symptoms the child is experiencing. Ensure staff discard PPE and perform hand hygiene after the child has left the camp. If tolerated, the child should wear a surgical/procedure mask. • It is up to the parent/guardian to determine whether in addition to being tested, they wish to have their child medically assessed.

- Environmental cleaning and disinfecting of the space in which the child was separated should be conducted immediately after child has been picked up. All items used by the sick person should also be disinfected. Anything that cannot be cleaned should be removed and stored in a sealed container for a minimum of 7 days.
- Inform parent(s)/guardian(s) of other campers in the cohort (or additional cohort(s) if distancing not maintained between ill camper) that a child has developed a symptom(s) and been sent home pending testing and further assessment. Ask parent(s)/guardian(s) to monitor the health of their child. If symptom-free, other children from the camp group/cohort can continue to participate in the day camp.
- If a camp participant tests positive for COVID-19, Ottawa Public Health is automatically notified of the result and will provide advice to parents of other children and staff.
- If the camp is located in a shared setting, follow public health advice on notifying others using the space of the suspected illness.
- Staff who develop symptoms during a shift should isolate themselves from others, wash hands and put on a surgical/procedure face mask or a 2-3-layer cloth mask until they can leave the camp.
- Staff who report feeling unwell before coming onto a shift should advise their supervisor and not report to work.
- Contact the Outbreak (OB) Reporting Line at 613-580-2424 ext. 26325, 7 days a week between 8:30 a.m. to 4:30 p.m., or 311 outside business hours and ask to speak with on-call public health inspector for further guidance.

Child and/or staff with symptoms and referred for COVID-19 testing:

- Child and/or staff should stay home and self-isolate while waiting for results of COVID-19 test. The parent(s)/ guardian(s) will need to look up results and provide information back to the camp organization. Please refer to the [Self-isolation Instructions](#) on the OPH website.
- Close contacts of the symptomatic child or staff at the camp, over the past two days (48 hours prior to when their symptoms started), should be monitored for symptoms and cohorted while results are pending for the staff member /child. If the child / staff member results are positive, additional testing may be required as directed by Ottawa Public Health.
- If not tested, the child and/or staff member should stay home and self-isolate:
 - For 14 days from the first day of symptoms

OR

- Until 24 hours AFTER symptoms have FULLY resolved, whichever is longer.
- Determining when the child and/or staff member can return to the camp will be done in consultation with the OPH OB Reporting Line.
- Determining closure and re-opening of the camp/or facility will be done in consultation with the OPH OB Reporting Line.

Child and/or staff who are symptomatic and have a negative COVID-19 result:

	<ul style="list-style-type: none"> • Return to camp may be based on the camp’s usual policy and procedure (e.g. 24 hours symptom free without fever-reducing medication, or 48 hours after resolution of vomiting and/or diarrhea). • For guidance on when children can return to camp with illnesses other than COVID-19, please refer to OPH’s website. <p>Child and/or staff who have a positive COVID-19 test result:</p> <ul style="list-style-type: none"> • The child and/or staff with a positive COVID-19 test should self-isolate and not attend the camp. Please refer to the Self-isolation instructions on the OPH website. • Determining when the child and/or staff member can return to the camp will be done in consultation with the OPH Outbreak Reporting Line. • Determining closure and re-opening of the camp will be done in consultation with the OPH Outbreak Reporting Line. <p>Child and/or staff who has been identified as a close contact of a confirmed or probable COVID-19 case:</p> <ul style="list-style-type: none"> • A child and/or staff who has been identified as a close contact of a confirmed or probable COVID-19 case should self-isolate and not attend the camp. Discontinuing self-isolation depends on whether they are still in contact with a case of COVID-19 and will be determined in consultation with the OPH Outbreak Reporting Line.
<p>Cleaning and Disinfection</p>	<ul style="list-style-type: none"> • Enhance environmental cleaning and disinfection as per Ministry guidance. • Post and maintain a log to track cleaning and disinfection activities. • High touch surfaces should be cleaned frequently. • Clean and disinfect individual items such as electronic devices, toys, sporting equipment and mats after each use. • Staff and campers should to take clothes off when they get home and put in wash • Staff should not store street clothes and work clothing in the same space unless both are clean.
<p>Documentation & Reporting</p>	<ul style="list-style-type: none"> • Implement an attendance reporting policy for staff and participants. • <i>Notice of Risk</i> is recommended practice and should be included in all products developed. • It is strongly recommended that daily attendance records are maintained. • Attendance records should be updated when a participant/staff is absent. Day camp organizers should follow-up with participants and staff to determine the reason for any unplanned absences. • Determine if a staff person's absence is due to illness, and note any symptoms (e.g. fever, sore throat, feeling unwell). Refer to the Ministry of Health’s COVID-19 Reference Document for Symptoms. • Advise staff to call Telehealth at 1-866-797-0000, or their primary care provider to determine if further care is required. COVID-19 testing is available at local assessment centers.

	<ul style="list-style-type: none"> • Monitor attendance records for patterns or trends (e.g. participants/staff in the same group absent at the same time or over the course of a few days). • Day camps should consider the following documentation to support safer practices: parental consent forms, staff tracking forms, cleaning and disinfection schedules, checklists.
<p>Modifications for day camp programs</p>	<p>Cohorts:</p> <ul style="list-style-type: none"> • Organized groups should have no more than 10 individuals, including both staff and camp participants. • Establish an appropriate staff-to-participant ratio that ensures adequate supervision and maintains physical distancing. • 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 participants who have communication issues or behaviour challenges. • If a camp participant requires a support worker or other additional personnel assistance, this person(s) must be included in the cohort count and that individual should follow all guidance provided herein. • Group participants and assigned staff together into small dedicated groups (i.e. cohorting) and make sure all members remain with the same group throughout the day camp period (or a minimum of five days). • Cohorts cannot mix with other cohorts. • Cohorts may be within the same room/space at the same time when they can guarantee there will be no interaction/mixing between cohorts at any point. (this includes during pick-ups and drop-offs, mealtimes, playtime, transitions and outdoor activities. • Cohorts must have adequate physical distancing between them. <p>Logistics:</p> <ul style="list-style-type: none"> • The highest risk of transmission of COVID-19 is in indoor settings where individual spend prolonged close contact with each other. For this reason, camps should conduct a site-specific assessment considering the variables above and other relevant variables in order to facilitate physical distancing for campers and staff. • Plan layouts and stagger the scheduling of activities and programs. • Cohorts or groups will not consist of more than 10 people including campers and staff. • Day camp organizers should assess the available space for the camp program. Programs operated both indoors and outdoors should allow for all participants and staff to maintain a two-meter (six foot) distance from each other. <ul style="list-style-type: none"> ○ Avoid singing activities indoors and ensure physical distancing for singing activities outdoors. ○ Encourage/require mask use whenever physical distancing may be challenging especially indoors. • Account for alternative space required in the event of inclement weather (e.g. rain days, heat alerts). • Space seating and activity stations at least two metres (six feet) apart.

- Provide visual guides, such as tape on floors or tables, posted signs, pylons and flags to delineate two metres (six feet).
- Avoid using shared spaces in the community such as playgrounds and playground equipment.
- Play structures can only be used by one cohort at a time and must be cleaned and disinfected before and after use by each cohort.
- Stagger group activities and routines including washroom breaks, snack times and lunchtime/meals to avoid mixing.
- Stagger scheduling of arrivals/drop-off and departures/pick-up times to limit contact between participants from different groups.
- Encourage families to have only one adult parent/guardian drop-off and pick-up participants.
- Drop off and pick-up should be supervised and occur outside the setting in a designated area to avoid congestion unless it is determined that there is a need for the parent/guardian to enter.
- Personal belonging brought to camp should be minimized. If brought to camp, personal items (backpack, clothing, water bottles, devices that support alternate communication methods etc.) should be labeled and kept in an area designated for the individual's cohort and should not be handled from individuals from other cohorts.

Stay up to date with current [Emergency Orders](#) issued by from the Province of Ontario, the City of Ottawa, and guidance provided by OPH at www.ottawapublichealth.ca.

Activities:

- Each group should have designated equipment.
- Avoid group events, gatherings or meetings.
- Incorporate and prioritize individual activities that encourage more spacing between participants so that physical distancing can be maintained.
- Contact/team sports or games that use shared equipment should not be permitted.
- Organize activities that only use items that can be easily cleaned and disinfected (i.e. avoid plush toys, playdough etc.) or are single use and disposed of at the end of the day/program (e.g. craft supplies).
- Minimize the sharing and frequency of touching objects, toys, equipment, surfaces and other personal items, if at all shared, disinfect between use.
- Do not use shared sensory play items (e.g. water play, playdough).
- Provide individualized bins for participant's supplies and items (e.g. craft supplies).
- Keep participants personal belongings to minimum. Personal items such as water bottles and sunscreen should be labelled and stored separately. Personal sun protection should not be shared.
- Limit non-essential visitors, volunteers and activities involving external groups or organizations as much as possible.

	<ul style="list-style-type: none"> • Avoid taking field trips. Exceptions to this are walking to the park or going on hikes provided that physical distancing can be maintained, and staff are always able to safely supervise participants. • Do not plan activities with exposures to animals or pets that involve frequent touching by different camp participants (e.g. Petting zoo, animal visitors etc.) Activities with limited or no touching (e.g. Horseback riding, wildlife viewing, etc.) 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. • The provision of bussing or transportation is not recommended at this time. <p>Meals & Snacks:</p> <ul style="list-style-type: none"> • Do not plan activities that involve camp participants in preparing or service of food. • Reinforce “no food sharing” policies. • Do not plan activities that involve participants in preparing or self-serving food. • Ensure participants have their own individually packaged meal or snack. • Ensure participants and staff perform proper hand hygiene before and after eating. • Ensure that each camp participant brings their own water bottle and that it is labelled with their name. • Fill water bottles rather than drink directly from the mouthpiece of water fountains. • Ensure that multi-use food utensils are cleaned after each use. <p>Virtual Options:</p> <ul style="list-style-type: none"> • Use telephone or video conferencing when possible for meetings between staff and parents/guardians. • Consider virtual activities/learning opportunities, modified job responsibilities and telework options as alternatives for staff and participants who are unable to physically attend the day camp. <p>Note:</p> <ul style="list-style-type: none"> • Overnight camps are prohibited from operating.
<p>Workplace Health and Safety</p>	<ul style="list-style-type: none"> • Employers must have written measures and procedures for staff safety, including infection prevention and control. • All workers should be trained, with reasonably anticipated occupational exposure to COVID-19, about the sources of exposure to the virus, the hazards associated with that exposure and appropriate workplace protocols in place to prevent and reduce the likelihood of exposure. • Ontario’s Ministry of Labour has general information on COVID-19 and workplace health and safety. Learn about an employers’ responsibilities and how to protect workers at work. • Workers can get information about health and safety protections in the workplace by visiting the OPH website.

	<ul style="list-style-type: none"> • Non-medical masks are strongly recommended when physical distancing cannot be maintained (ex. during screening process, assisting children to put on sunscreen, giving first aid, tying shoelaces etc..) • Train staff on the proper use of masks and how to safely put on and take off a mask. Masks do not replace the need for physical distancing, hand washing, and staying home when sick. • The local public health unit will advise the staff member as to when they can return to work. Staff members should also report to their Employee Health/Occupational Health and Safety department prior to return to work. • If the staff member's illness is determined to be work-related, in accordance with the Occupational Health and Safety Act and its regulations, the employer must provide a written notice within four days of being advised that a staff member has an occupation illness to the: Ministry of Labour, Joint Health and Safety Committee and trade union (if any). • Any instances of occupationally acquired infection shall be reported to WSIB within 72 hours of receiving notification of said illness.
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Resources

Below are some resources that may be useful:

- [A Framework for Reopening our Province STAGE1](#)
- [A Framework for Reopening our Province Stage 2](#)
- [Ontario emergency orders](#)
- [Resources to prevent COVID-19 in the workplace | Ontario.ca](#)
- [Frequently Asked Questions](#)
- City of Ottawa's [Business Re-Opening Toolkit](#)
- OPH's [workplace website](#) for the latest guidance.
- [Know the Facts: About Coronavirus Disease \(COVID-19\) \(link is external\) PDF opens in a new tab or window](#)
- [Signage: Physical Distancing \(link is external\) PDF opens in a new tab or window](#)
- [Signage: Putting On and Taking Off Non-Medical Masks \(link is external\) PDF opens in a new tab or window \(i.e. cloth mask\)](#)
- [Signage: Practice Physical Distancing \(link is external\) PDF opens in a new tab or window](#)
- [Factsheet: Physical Distancing \(link is external\)](#)
- [How to Handwash \(link is external\) PDF opens in a new tab or window](#)
- [How to Use Alcohol-based Hand Rub \(link is external\) PDF opens in a new tab or window](#)
- [Cleaning and Disinfection for Public Settings \(link is external\)](#)
- [Signage: Elevator Etiquette \(link is external\) PDF opens in a new tab or window](#)
- [Employee Self-Screening Questionnaire \(link is external\) PDF opens in a new tab or window](#)

Supporting Each Other and Our Community

We understand that these enhanced measures place an additional burden on day camps and staff; however, measures like this are needed to ensure that the spread of COVID-19 in our community is reduced. We appreciate all the efforts you are taking to help protect our community.

It is important to recognize that the COVID-19 situation continues to change. Please visit [Ottawa Public Health- Novel Coronavirus](#) for up to date information.

References:

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