



## **MOUNTAIN VIEW COMMUNITY CENTER**

# **Summer Camp Safety Information**

### SECTION 1:

#### 1A. Arrival and Departure Procedures

##### **MVCC policy:**

**MVCC will provide drop off instructions to parents/guardians before the start of summer camp.**

**MVCC will have drop off procedures take place with a one way traffic flow pattern.**

**MVCC will also have established clearly marked areas, with signage for drop off. All youth attendees will need to arrive at a specific time pre-established and a parent/guardian must be present at check in at the MVCC building. There will be separate stations for each cohort to check in. Late arrivals will be required to check in with the MVCC staff and have a parent/guardian present during check in.**

**The COVID safety screening protocols of all youth attendees will be part of the daily camp process. A series of safety COVID questions will establish that the youth attendee is eligible to attend the camp activities and safely participate in camp activities. A hand-held touchless thermometer will be utilized by MVCC staff or trained volunteers for youth attendee temperature checks.**

Staff, volunteers, and children must complete COVID health screening each day upon arrival. Staff and volunteers will keep at least a six-foot distance from the child's family during drop-off and pick-up times.

Pickups will require an authorized parent/guardian to be onsite. Children will not be released to any unauthorized individual for pickup.

1B. **Limiting the Number of Youth Participants**

**MVCC policy:**

**(Registration, attendance, and cohorts)**

MVCC will be limiting the number of youth attending the weekly summer camp. All youth attendees must have their parent/guardian sign the youth up for summer camp online in advance. Registration is required for the camp. As part of the online registration process the parent/guardian will receive a copy of the MVCC safety requirements. In order for the youth to attend the camp the parent/guardian must review the information provided and sign the documents. By signing the document parents/guardians are agreeing the youth attendee, as well as their parent/guardian, will abide by the MVCC safety policies outlined in these documents.

MVCC will assign all youth attendees to cohorts. For the entire weeklong camp session youth attendees will remain with the same cohorts.

1C. **Utilizing Distancing, Masking, and Hand Hygiene Practices**

**MVCC Policy:**

**(Camp activities)**

Cohorts will limit size and youth attendees will be seated together with their cohort. Youth participants will stay with their cohorts for all summer camp activities. While participating in any indoor activities taking place inside the church buildings youth attendees will be required to wear masks and practice physically distancing. Youth attendees will practice proper hand hygiene. Hand sanitizer will be available at all stations.

1D. **Meal/Snack Safety Guidance**

**MVCC Policy**

Individual snacks will be provided to youth attendees. No buffet and no communal containers will be used. Youth attendees will be seated and spaced apart during meal/snack times. Snack times will take place outdoors on the grassy area located along the south side of the MVCC building.

MVCC will provide individual storage containers (ex. Ziploc bags) for each youth attendee to store their mask while it is removed at snack time.

1E. **Sanitation and Location**

**MVCC Policy:**

MVCC staff and trained volunteers will be on site with youth attendees at all times to ensure camp activities are supervised. MVCC staff will accompany youth attendees to the church buildings and MVCC building.

Any equipment used on site will undergo sanitizing after being used for youth activities. Sanitizing protocol will ensure safe equipment usage (ex. Pool noodle air hockey).

For each activity MVCC will have an assigned coordinator. The coordinator will stay at their designated activity site and will be responsible for sanitizing each station between each group. The assigned coordinators will be using a concentrated spray alcohol-based product to sanitize the activity stations.

Each youth attendee will have an individual labeled bin available to store their personal belongings and limit shared items.

For athletic activities youth attendees will need to practice hand hygiene, using soap/water or hand sanitizer, before AND after athletic activities.

MVCC will be using outdoor locations and some large indoor spaces (ex. Church Gym). For any indoor facility usage MVCC will determine the appropriate usage, based on the number of participants, square footage available for physical distancing and ventilation options. Limiting room capacity and ensuring there are no groups larger than 15 people. Mask usage will be utilized for youth activities.

MVCC staff will be using masking and physical distancing. For activities in large indoor spaces MVCC may utilize physical barriers (cones, sliding or accordion style wall panels etc.) to separate group areas. Chairs and tables will be arranged to allow for proper physical distancing.

1F. **Staff Break Times**

**MVCC policy**

MVCC staff and volunteers must abide by safety protocols during break times. Staff will continue physically distancing while on break.

1G. **Responding to suspected COVID illness**

**MVCC policy**

Quarantine area - Having a separate designated area on site to accommodate any youth attendees that report or are observed to be showing symptoms of COVID. As a precaution MVCC will limit interaction of campers a parent/guardian MVCC will have an identified facility space for isolating individuals who are ill or suspected to be ill until they can be sent home.

MVCC staff will separate the youth attendee and supervise them from a safe distance until the youth attendee can be picked up by an adult/guardian.

SECTION 2:

2A. **Youth Safety On Campus**

**CHILD ABUSE PREVENTION POLICY**

(MVCC screens volunteers to ensure they can safely fulfill volunteer duties and be in volunteer leadership position responsible for the supervision of minors as well as vulnerable persons.)

In our role as an advocate for children and our responsibility for enhancing the personal growth and development of children and adults in all of our programs, we reserve the right to inquire as to a person's criminal

background and to screen applicants for past incidents of child abuse to the extent permitted by law.

This policy covers the required steps involving the training and supervision of volunteers; appropriate conduct related to the supervision of children; reporting responsibilities regarding suspected abuse(s); and recommendations for good practices related to the above.

This policy also pertains to people over age 18 who are physically or mentally unable to protect themselves or require adult supervision. These individuals are identified as vulnerable populations and defined as those who are at risk for abuse, coercion, or intimidation.

Volunteers over the age of 18 must pass a background check if they will be directly working with children or vulnerable populations.

#### **Volunteer Relationships with Children and Supervision:**

- At no time may a volunteer be alone with a child, other than their own, where others cannot observe them.
- Volunteers shall never leave a child unsupervised; this includes bathroom areas, to prevent an adult or another youth from abusing the child.
- Any type of abuse will not be tolerated and may be cause for immediate dismissal. This includes but is not limited to the following:
  - Physical Abuse – strike, spank, shake, slap, or excessive exercise.
  - Verbal Abuse – humiliate, degrade, or threaten.
  - Sexual Abuse – inappropriate touch or verbal exchange.
  - Mental Abuse – shaming, withholding love, cruelty.
  - Neglect – withholding food, water, basic care, etc.
- Volunteers will use positive techniques of guidance, including redirection, positive reinforcement, and encouragement. Physical restraint is used only to protect the child or other children from harm, is only administered in a prescribed manner, and must be documented.

- **Rest-room supervision:** You will make sure the rest room is not occupied by suspicious or unknown individuals before allowing children to use the facilities. You will stand in the doorway of the rest room while children are inside the rest room. This policy allows privacy for the children and protection for you (not being alone with a child). If you are assisting younger children, doors to the facility must remain open. No child, regardless of age, should ever enter a bathroom alone on a field trip or at an off-site location. Always take children in groups or, whenever possible, with you.
- You will respect children's rights to not be touched or looked at in ways that make them feel uncomfortable, and their right to say no. Other than diapering, children are not to be touched on areas of their bodies that would be covered by a bathing suit.

#### **Responsibilities of Parents:**

- Under no circumstances should a volunteer release a child to anyone other than the authorized parent, guardian or other adult authorized by the parent/guardian.
- Volunteers will be aware, noting any bumps, bruises, burns, etc. Questions or comments will be addressed to the child or parent in a non-threatening way. Any questionable marks or responses will be documented. Any staff who suspects that a child is being abused or neglected must report their suspicion to the Washington State Department of Children, Youth, and Families: 1-888-713-6115
- Confidentiality will be maintained if there is an instance of suspected abuse or neglect. Discussion regarding the incident will only take place with those involved in the incident.
- Volunteers may not contact children or parents involved in an alleged child abuse incident.

**When traversing the parking lot area or going to restroom facilities youth attendees will be accompanied by a staff member and or a volunteer.**

Requests for Accommodations for youth attendees can be made by contacting Camp Director Amanda Goetz at [amandacgoetz@hotmail.com](mailto:amandacgoetz@hotmail.com) or (253)307-1187. MVCC is not authorized to dispense medication to participants.

**Parents or guardians of children, and staff who test positive for COVID-19 must notify MVCC immediately upon receipt of test results.**