



Healthy at Work – Kentucky Department of Fish and Wildlife Conservation Camps

Plan Information

This plan is current as of May 25, 2021. As new guidance and best practices emerge, this plan will be updated to reflect those changes. The conservation camps will adhere to all applicable federal, state, and local mandates and guidance in effect when camp begins.

About our Camps

The Kentucky Department of Fish and Wildlife Resources (KDFWR) has been involved in conservation education camping since 1946. Camp John Currie, located on Kentucky Lake outside of Benton, Kentucky opened in 1949. Camp Earl Wallace, located on Lake Cumberland outside of Monticello, Kentucky started in 1951. Camp Robert C. Webb, located on Grayson Lake outside of Grayson, Kentucky began in 1969. An average of 4,500 Kentucky students attend KDFWR's three conservation camps each year.

KDFWR's Conservation Camp is open only to those Kentucky students who are in grades 4th – 6th. All three KDFWR Conservation Camps are co-educational. Boys and girls from the same county will attend camp during the same week.

Each conservation camp has eight air-conditioned cabins under supervision of a counselor. In addition, there are staff quarters, bathhouses, a kitchen and dining room, camp director's office, nurse's office/first aid station, nature building, and shelters. We also have a playground with sports equipment, outdoor assembly area, nature trail, rifle range, shotgun range, hunter safety field course, archery range, archery field course, lake swim dock, swimming pool, boat dock, storage and maintenance buildings.

Permanent staff consists of a camp director, conservation educators, camp superintendent, and maintenance staff. Summer seasonal staff includes counselors,

summer educators, and cooks. All summer staff are screened before hiring. Counselors are trained to chaperon the campers and assist the conservation educators with camper safety, instruction, and supervision.

Proposed Healthy At Work Plan

Our pandemic-adapted operations plan for camps follows the guidelines and best practices of the Kentucky Healthy At Work Task Force and the American Camping Association.

Each camp has a maximum weekly capacity of 208 campers. In order to maintain social distancing, the camps will operate at 60% capacity, thus each camp will host approximately 110 campers per week during the 2021 camp season.

In addition to reduced capacity, the camp directors will implement the following strategies to encourage behaviors that help prevent the spread of COVID-19.

- **Staying Home when Appropriate**
 - Camp directors will educate staff, campers, and their families about when they should stay home and when they can return to camp.
 - Actively encourage employees and campers who are sick or have recently had a close contact with a person with COVID-19 to stay home. The camp director will direct sick employees to stay at home as soon as they display symptoms, and ensure employees are aware of these policies.
 - Employees and campers will quarantine at home if they have tested positive or are showing COVID-19 [symptoms](#).
 - Employees who have recently had close contact with a person with COVID-19 will follow camp policy by staying home, monitoring their health, and getting tested if necessary.

- **Hand Hygiene and Respiratory Etiquette**
 - Camp staff will teach and reinforce handwashing with soap and water for at least 20 seconds and increase monitoring to ensure compliance among campers and staff.
 - If soap and water are not readily available, hand sanitizer that contains at least 60% alcohol will be used.
 - Camp staff will encourage campers to cover coughs and sneezes with a tissue or to use the inside of their elbow. Used tissues will be thrown in the

trash and hands washed immediately with soap and water for at least 20 seconds.

- If soap and water are not readily available, hand sanitizer that contains at least 60% alcohol can be used (for staff and older campers who can safely use hand sanitizer).

- **Masks**

- Camp staff will teach and reinforce the use of masks. Camp staff will inform campers on the proper use and removal of masks.
- Camp staff and campers will be required to keep their mask on except when they're eating and/or drinking, sleeping, or when performing an activity that could get the mask wet, like swimming. A wet mask can make breathing difficult to breathe and might not work.
- Camp staff and campers may remove their mask outdoors if social distancing can be maintained or they are in their cabin co-hort.
- Campers will be allowed to remove their mask in their assigned cabin with their co-hort.
- If camper will be attending conservation camp after June 11th, face masks will not be required per Governor Beshear's removal of restrictions on mask wearing after this date.

- **Transportation**

- Campers will sanitize hands before boarding the bus.
- Campers and camp staff as passengers will wear a mask while riding in the vehicle.
- If re-boarding the bus, campers will sit in the same seat each time.
- The transportation vendor must comply with the CDC's *Bus Transit Operators* guidance and the CDC's *Disinfecting Transport Vehicles* guidance.

- **Adequate Supplies**

- Camp staff will ensure campers have accessible sinks and enough supplies for campers and staff to clean their hands and cover their coughs and sneezes. Supplies include soap and means of drying hands, tissues, hand sanitizer with at least 60 percent alcohol, disinfectant wipes, extra masks

(as feasible), and no-touch/foot pedal trash cans. Hand sanitizer will continually be kept replenished at all facilities.

- Campers will be asked to bring 10 masks with them to camp, in the event a camper needs additional masks those will be provided by the camp.

- **Signs and Messages**

- Camp staff will post signs in highly visible locations that promote everyday protective measures like hand washing.
- Camp staff will regularly remind campers on actions that reduce the spread of COVID-19.
- Camp administrators will include messages about behaviors that prevent spread of COVID-19 in camp registration and parent letters. Additional communication will be included on the camp websites and through emails.

- **Cleaning and Disinfection**

- Camp staff will clean and disinfect frequently touched surfaces within the camp facility between use as much as possible. The use of shared objects will be limited wherever possible, and cleaned between uses where applicable.
- Each Camp Director will develop and implement a schedule for increased, routine cleaning and disinfection.
- Each Camp Superintendent will ensure the safe and correct use and storage of cleaners, including storing products securely away from children.
- The camp staff will ensure that cleaning products are not used near children, and staff will ensure that there is adequate ventilation when using these products to prevent children or themselves from inhaling toxic fumes.
- Camp staff will use gloves when removing garbage bags or handling and disposing of trash. Camp staff will wash their hands after removing gloves.

- **Shared Objects**

- Camp staff will discourage the sharing of items that are difficult to [clean, sanitize, or disinfect](#).
- Camp staff will keep each camper's belongings separated from others' to the extent feasible.
- Camp staff will ensure that camp has adequate supplies to minimize sharing of high-touch materials, or limit use of supplies and equipment to

one group of campers at a time followed by cleaning and disinfecting between use.

- **Ventilation**

- The Camp Superintendent will ensure ventilation systems operate properly and increase circulation of outdoor air as much as possible, for example by opening windows and doors.

- **Water Systems**

- Campers will be encouraged to use refillable water bottles or disposable cups at the drinking fountains.
- Camp staff will clean and disinfect the spigot between group use.
- Campers will be encouraged to bring and use an individual refillable water bottle.

- **Modified Layouts**

- Camp staff will keep campers socially distanced at least 3 feet apart between all campers within a cohort, 6 feet between all campers outside of their cohort, at least 6 feet while eating and drinking, and at least 6 feet between campers and staff.
- Camp staff will situate campers' bunks head-to-toe or on the top bunk to ensure maximal distance between their faces.
- Camp staff will prioritize outdoor activities where social distancing can be maintained as much as possible.

- **Physical Barriers and Guides**

- Camp staff will provide physical guides, such as tape on floors or sidewalks and signs on walls, to ensure that staff and campers remain at least 6 feet apart in lines and at other times.

- **Communal Spaces**

- Camp staff will stagger campers' uses of closed spaces, where possible, and clean and disinfect between uses.
- Camp staff will follow [CDC's considerations for Pools, Hot Tubs, and Water Playgrounds During COVID-19](#).

- **Food Service**
 - When possible, camp staff will have campers eat in separate areas or with their smaller group, instead of in a communal dining hall or cafeteria. If not possible, cleaning and disinfecting will be performed between uses.

Maintaining Healthy Operations

- **Regulatory Awareness**
 - The camp administrators will make themselves aware of local or state policies related to COVID-19
- **Identifying Small Groups and Keeping Them Together (Cohorting)**
 - Camp staff will keep campers together in small groups with dedicated staff and make sure they remain with the same group throughout the day, every day.
 - Camp staff will limit mixing between groups wherever possible.
- **Gatherings, Visitors, and Field Trips**
 - The camp staff will avoid group gatherings where social distancing of at least 6 feet between people cannot be maintained, and limit group sizes as much as possible.
 - The camp directors will limit any nonessential visitors.
- **Designated COVID-19 Point of Contact**
 - Camp Director is the designated point of contact and is responsible for responding to COVID-19 concerns. All camp staff and families should know who this person is and how to contact them.
- **Communication Systems**
 - Camp Director will put systems in place for:
 - Having staff and families self-report to the camp director if they have [symptoms](#) of COVID-19, a positive test for COVID-19, or were exposed to someone with COVID-19 within the last 14 days in accordance with public health guidelines and applicable privacy and confidentiality laws and regulations.
 - Notifying staff and families of camp closures and restrictions in place to limit COVID-19 exposure.
- **Back-Up Staffing Plan**
 - The camp director will monitor absenteeism of staff, cross-train staff, and create a roster of trained back-up staff.

- **Staff Training**
 - Camp Director will ensure that all staff are trained on all safety protocols.
 - Camp Director will ensure that social distancing is maintained during training.

- **Recognize Signs and Symptoms**
 - Camp staff will conduct daily health checks of staff and campers.

- **Advise Sick Individuals of Home Isolation Criteria**
 - Sick staff members or campers should not return to camp until they have met CDC's [criteria to discontinue home isolation](#).

- **Isolate and Transport Those Who are Sick**
 - Camp director will make sure that staff know that they should not come to camp, and that they should notify camp officials if they or their family member become sick with COVID-19 [symptoms](#), test positive for COVID-19, or have been exposed to someone with symptoms or a confirmed or suspected case.

 - Camp staff will immediately separate staff and campers with COVID-19 [symptoms](#) at camp. Individuals who are sick will be cared for following [CDC guidance for caring for yourself or others who are sick](#). Camp director will identify an isolation room to separate anyone who has COVID-19 symptoms. The camp director will immediately contact the parent/guardian of the isolated camper and make plans for the camper to be picked up from camp.
 - If transportation to a medical facility is necessary, the camp director will establish a procedure for safely transporting a sick person if needed. The camp director will notify the ambulance or healthcare facility.

Clean and Disinfect:

- The camp director will close off areas used by a sick person and do not use these areas until cleaning and disinfecting them.
- If possible, camp staff will wait at least 24 hours before cleaning and disinfecting. If 24 hours is not feasible, wait as long as possible.

- **Notify Health Officials and Close Contacts**
 - Camp director will advise those who have had close contact with a person diagnosed with COVID-19 to separate themselves, self-monitor, and follow [CDC guidance](#) if symptoms develop.

- **KDFWR Conservation Camp Contacts**
 - Information & Education Division Director – Mr. Gabe Jenkins, gabriel.jenkins@ky.gov
 - Fish and Wildlife Program Manager – Emily Hogue, emily.hogue@ky.gov
 - Camp John Currie Camp Director- Mr. Bill Fannin, bill.fannin@ky.gov
 - Camp Earl Wallace – Mrs. Denice Wallace, denice.wallace@ky.gov
 - Camp Robert Webb – Mr. Ronald Browning, ronald.browning@ky.gov