



Durham • Freeport • Pownal  
**Community  
Programs**

Hello Camp Families,

We are excited to move ahead with summer camps and provide a fun-filled experience for your child. As we continue to navigate the unpredictable times of the COVID-19 pandemic, please make sure to check your email regularly for notifications and/or changes to your camper's summer plans.

At Camp Seaside the regular schedule will include small hikes, field games, arts & crafts, and themed weeks. We are still planning some field trips depending on which locations have opened and evolving state policies and guidelines.

We also know that each camp will be different in some ways so that we can provide a safe environment for your children. We realize that the pandemic has created many uncertainties and anxiety for families. We also know it's important for kiddos to have constructive interactions and summertime fun, and for adults to know they have a safe place to send their children. Many families have needed to make very personal decisions for what is best for their children. If you wish to withdraw you must notify us by 4:00 p.m. on Friday, June 12, to receive a refund.

We are attaching a waiver which signifies your understanding of the measures we'll be taking to keep our campers and staff safe during this summer's fun. The signed form will need to be returned prior to the start of the first camp week your child will be attending. Each camper must also have a camp registration form completed. If your camper requires medications, an additional medication form must be signed by your doctor and be on file with our staff for the first day of camp in order for us to have the medication on site.

We look forward to seeing your children in camp this summer. Our office is open from 7:30-4:00 on weekdays, and we are here to answer your questions. Thank you for your support of our Community Programs mission! Take care and be well.

Your Friends in RSU5 Community Programs  
207-865-6171 x0 rce@rsu5.org

**PLEASE NOTE:**

ALL CAMP PAPERWORK MUST BE COMPLETED AND RETURNED PRIOR TO THE FIRST DAY OF ANY CAMP. If participating in multiple camps during the summer, only one packet is required for each child.

Our communication standard is via EMAIL. Please assure email addresses are current on your camp registration and in your MyRec account. Each camper can have information emailed to one or more addresses.

**RSU5 Community Programs  
Summer Camp 2020 Policies & Procedures**

All registration is done through our website. Please call Sarah Cass if you require assistance.  
RSU5cp.org 865-6171, x0

***Camp participation will be limited as follows:***

**Camp Seaside**

No more than 25 campers per age group (K-2 Puffins and 3-5 Seals) per week. Four Camp Seaside staff will remain with each group each week of camp. The groups of 25 may be split into smaller groups whenever practical.

**Teen Treks**

No more than 12 campers per week. Two Teen Treks staff will remain with the group each week of camp. Campers will be split into two groups for travel in the vans to site locations for activities.

**Sports Camps**

No more than 42 campers, depending on the number of staff available for the camp and location. Smaller groups will be utilized whenever practical.

**Enrichment Camps**

No more than 10 campers per week, depending on the number of staff available for the camp and location.

**DaVinci Experience Camps**

No more than 10 campers per week. Camps will operate with three or more participants.

**CANCELED/MODIFIED CAMPS (as of 6/4/20)**

*Canceled:* Sew Wicked Fun, Island Overnight Kayaking Camp. *Modified:* Teen Treks Extreme Week 5 (in-state, no overnight), Mad Science (new theme).

## **Cancellations, payments, and refunds:**

If you decide to withdraw your child from camp, refunds can be offered only if we are notified prior to close of business on June 12.

Payment for each camp week is required 7 days prior to the camp start date.

### *Payment schedule:*

- June 22 week is due by June 14
- June 29 week is due by June 20
- July 6 week is due by June 29
- July 13 week is due by July 6
- July 20 week is due by July 13
- July 27 week is due by July 19
- August 3 week is due by July 26
- August 10 week is due by August 3
- NO CAMPS After August 14th

***If you need to make changes to your camp registration, please do so no later than June 12.***

After June 12, canceling a week of camp will forfeit the \$25.00/week deposit.

Canceling a week of camp fewer than 7 days from the start of camp will allow a 50% refund, or your camper's full registration fee can be transferred to another week of the same camp (only if there is space available).

Canceling a week of camp fewer than 72 hours from the start of camp will forfeit 100% of the registration fee, or your camper's full registration fee can be transferred to another week of the same camp (only if there is space available).



## **What to bring:**

All campers should be prepared with the following each day:

Full Water Bottle	Snacks
Sunscreen	Bug Spray

Camp Seaside and Teen Treks campers are required to bring the following items every day:

Towel	Bathing suit
Extra clothing	Rain jacket
Closed-toe shoes	

Campers may consider these optional items:

Sunglasses	Hat
Water Shoes	Books
Medication (only with signed medication form)	

All personal items need to be labeled with the child's first and last name. We will supply campers with their own age-appropriate arts & crafts kits.

**NO TECHNOLOGY!** Campers may not use phones, tablets, etc. while at camp, unless the camp curriculum calls for it explicitly (Seaside does not). Please help our counselors by keeping all technology at home.

Any items left at the end of the day may be discarded due to pandemic guidelines for cleaning and disinfecting. ***Please check your child's bags before you leave the property each day.***

### ***Snacks and lunch:***

ALL camp locations provide the opportunity for campers to refill personal water bottles. All campers should bring a labeled water bottle each day.

Camp Seaside will provide snacks for morning and afternoon. ALL other non-Seaside camps WILL NOT provide snack, but full day camps will include a snack break.

Lunches will NOT be provided at Camp Seaside or any of our camps, but ANY family may obtain free daily lunches at the following locations:

Freeport Community Services - 53 Depot St.  
Contact Sarah Lundin for a schedule

RSU5 School Nutrition program  
Times and locations will be available at [rsu5.org](http://rsu5.org)

## Daily Health Screenings

Each day, ALL campers and staff will be screened before being admitted to camp. Each family will be given a placard with their child's last name printed on it that is to be displayed prominently at drop-off and pickup (preferably on your vehicle's sun visor). At the screening checkpoints, parents and children shall remain in their vehicle and wait for the staff to approach. After screening, campers may report to camp. Family members may not enter camp along with their children. *You may not leave a child at camp until he or she has been cleared to enter.*

### Morning Drop-off

*Camp Seaside and Camps at Mast Landing School:* Checkpoint will be at MAST LANDING SCHOOL in the main entrance drop-off loop. Campers will then enter through the main entrance, except for Puffins who will receive a screening ticket and may enter through the rear parking lot entrance (the yellow door).

*ALL Other Camps:* Checkpoint will be at FREEPORT HIGH SCHOOL in the Snow Road cafeteria entrance bus loop. Campers will be given a screening ticket that they'll bring with them to their camp. This ticket will allow their admission into camp for the day.

EVERY camper and staff member will be confidentially screened as follows:

- Have they been in close contact with a person who has COVID-19?
- Do they feel unwell with any symptoms consistent with COVID-19? For example, have they had a cough, high temperature, shortness of breath, difficulty breathing, chills, repeated shaking with chills, muscle pain, headache, sore throat, or new loss of taste or smell?
- Make a visual inspection for signs of infection, which could include flushed cheeks, fatigue, extreme fussiness, etc.
- Forehead temperature check (100.4 F)

*Personnel providing health screening:* Our camp director and office director will conduct the daily health screenings so that the person will be consistent for each camp. They will wear a face covering and protective gloves.

## Afternoon Pickup

Pickups will occur outside each school. Please have your placard visible to expedite the process. At each camp location, a staff member will notify camp staff to send out your child. Please make sure to check your child's bag before leaving the property to assure all personal items are accounted for.

### Pickup locations:

- Camp Seaside Puffins- MLS Rear Entrance
- Seaside Seals/MLS Camps - MLS main entrance
- FMS Camps - FMS Main Entrance
- FHS Camps - FPAC Lobby Entrance
- MSS Camps - MSS Main Entrance

**Parents and family must stay in their vehicle at all times during drop-off and pick-up. Our staff will be in communication with camp staff in the buildings. Please call Community Programs ahead of time if there are special circumstances for your pick-up or drop-off plans.**

### Illness During the Camp Day

If a staff member or camper becomes sick: We will have a designated space to isolate an individual who becomes ill at camp and is showing COVID-19-like symptoms. Parent/designee will be called immediately.

An isolated child must be picked up within an hour - a staff member will sit with them until that time.

The camp director will notify the state health office if any child is suspected of having COVID-19 and will communicate with camp families while maintaining confidentiality.

Camp staff will close off any areas that may have been utilized by an individual who has symptoms of the virus, and disinfect those areas.





## Health and Safety (COVID-19)

Our camp staff members will follow Maine childcare and summer camp guidelines to minimize the risks of transmitting the novel coronavirus. The following guidance is designed to maintain health and safety standards requirements and physical distancing directives while providing much-needed services.

If children or staff are showing symptoms of COVID-19, have been in contact with someone with COVID-19 in the last 14 days, have been tested and are awaiting results, or are at high risk due to underlying health conditions, they we will not be able to attend or stay at camp until written proof is provided by a doctor that he/she no longer presents a risk.

*Campers with the following condition(s) should consult their doctor before considering attending our camps:* Heart disease, Diabetes, lung disease, underlying immuned disorders, compromised immune systems, currently taking immunosuppressant medications (examples of these disorders include Rheumatoid Arthritis, Crohn's Disease, recent cancer treatment).

*Out of state campers:* Any camper coming from out of state will be expected to self quarantine for 14 days prior to attending camp. We are still waiting for clarification from the state regarding what constitutes leaving the state of Maine and returning.

*Self-checks:* Parents/caregivers should check for symptoms each day prior to sending campers. All campers and staff members should determine their health status prior to coming to camp each day. Utilize the following questions to determine:

- Do I feel unwell today?
- Do I have a cough or sore throat?
- Do I have a fever or do I feel feverish?
- Do I or have I had shortness of breath?
- Do I or have I had a loss of taste or smell?
- Do I or have I been around anyone exhibiting these symptoms within the past 14 days?
- Do I or have I been living with anyone who is sick or quarantined?
- Have I been out of state in the last 14 days?
- Take temperature: is it 100.4 F or higher?

If the answer is "yes" to any of the questions, stay home. Please communicate with camp if your

child is staying home due to illness. Please self-report any symptoms and notification of exposures to the camp director, Leah Campbell. The Camp Director will be responsible for responding to COVID-19 concerns.

Any staff member or camper with an elevated temperature will not be able to return to camp until they have been fever free for at least 72 hours without the use of fever-reducing medications (e.g., Advil, Tylenol).

Anyone diagnosed with COVID-19 or awaiting test-results should self-isolate until:

- The camper has had 3 full days of no fever without the use of fever-reducing medication
- Other symptoms have improved
- At least 10 days have passed since symptoms first appeared.

- If symptoms begin while at camp, the child must be sent home as soon as possible.
- Keep sick children separate from well children and limit staff contact as much as reasonably possible, while ensuring the safety and supervision of the child until they leave.
- We will have a sign posted clearly indicating that no one may enter camp if they have symptoms of respiratory illness.
- Ideally, the same parent or caregiver should drop off and pick up the campers every day.
- If possible, older people such as grandparents should not pick up campers because they are more at risk for serious illness.
- Parents and caregivers who are self-quarantining due to close contact with a COVID-19 positive individual should NOT do drop-off or pick-up.
- Staff will sign-in campers. No one else should be getting out of the vehicle.
- If a parent or guardian wishes to speak with the camp director, please call 207-865-6171.
- Upon admission to camp, campers will immediately wash their hands and then drop off backpacks into their personalized space.
- Any camper recording a temperature of 100.4 F or higher will not be allowed to enter camp.
- If a camper is not feeling well outside of typical COVID-19 symptoms, we will notify parents/designee and continue to monitor/communicate.

## General Guidelines for Cleanliness and Hygiene

- Guidelines and checklists provided by the State of Maine CDC for sanitation will be followed each day during camp.
- We will encourage parents to do temperature checks as well, to avoid bringing children to camp who may be ill.
- Staff will wear gloves as needed to address health issues or food distribution, etc. Campers will not be expected to wear gloves.
- Staff will wear face coverings while indoors and while in contact with campers. Campers are encouraged (but not required) to wear face coverings.
- We anticipate having special guests come to camp to share their talents. They will be expected to follow our social distancing guidelines and health screening protocol.
- Our staff will be trained to teach and reinforce washing hands, as well as covering coughs and sneezes.
- Each site will have adequate soap, hand sanitizer with at least 60% alcohol, tissues, and no-touch trash cans.
- Signs will be posted on how to stop the spread of COVID-19, properly wash hands, promote everyday protective measures, and properly wear a face covering.
- Staff will be following daily CDC Cleaning Guidance to clean and disinfect the areas of camp.
- Staff will be trained on CDC Guidelines for cleaning, COVID-19, and Camp policies
- Aspen Institute's "Project Play" Return to Play Risk Assessment Tool will be used to choose daily activities for the campers.



### Expectations

Our primary goal for summer camps is to provide a fun, safe, and healthy environment for each camper. We rely on cooperation from both campers and parents to help us achieve that goal. Our expectations are as follows.

### Campers

Campers are expected to be respectful of staff and other campers throughout the day at camp. Bullying of any sort is not tolerated and may lead to campers being exited from the program.

If a camper is disrespectful, will not adhere to safety measures, or is found participating in bullying, they will be issued a warning. **Repeat behavior after a second warning will result in a phone call to the parent/guardian and require the camper to be picked up within one hour.**

The camper may then return the following day, but persistent behavior will disqualify him/her from all camps for the remainder of the summer and no refunds will be given.

Campers will be reminded of healthy hygiene and avoiding physical contact with others. It is important for families to understand that 6' distancing and a complete absence of physical contact will be impossible to achieve.

### Parents/Guardians/Families

Our program in the summer of 2020 will be unprecedented as we operate under additional precautions due to the COVID-19 pandemic. As children begin socializing again after a number of weeks in social distancing, there is additional need for campers to receive support and guidance at home. We ask that families regularly remind their campers about the importance of following the camp hygiene guidelines that are detailed in this document.

Families are also expected to be especially diligent in helping campers report to camp each day with a clean and complete kit of personal items (as listed above).

**Additionally, it is critical for parents/guardians to adhere to our drop-off and pick-up protocols. Failure to observe these protocols may result in campers being exited from our programs. In this unusual time we implore families to allow additional time each day for this important safety procedure.**

In order to limit additional outside contacts, family members may not enter camp spaces without making prior arrangements with the Community Programs office. We ask that families communicate with us on the phone or via email any time there are questions or concerns. We can be reached at 207-865-6171 x0, or [rce@rsu5.org](mailto:rce@rsu5.org).

**RSU5 COMMUNITY PROGRAMSR**  
**PARENT SIGNATURE PAGE**  
**for SUMMER CAMP POLICIES 2020**

My child(ren), \_\_\_\_\_, is/are participating in summer camp with RSU5 Community Programs during the summer of 2020. I have read and acknowledge the policies set forth in the document Summer Camp Policies 2020. I will help my child(ren) understand the guidelines regarding health and safety, which will assist our staff in providing a safe and fun summer for all campers.

Signed and Agreed: \_\_\_\_\_  
*Parent or Guardian*

Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

Contact Number/s: \_\_\_\_\_

Email address/es: \_\_\_\_\_

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Office/Staff Use Only:

Date Received: \_\_\_\_\_ Initials: \_\_\_\_\_