



Cuyamaca Outdoor School COVID-19 SAFETY PLAN 2021-22

Updated 9/15/2021

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INTRODUCTION

Cuyamaca Outdoor School plays an instrumental role in the education of San Diego County's fifth and sixth graders. During a five-day/four-night experience, the Cuyamaca Outdoor School program supports students' academic growth as they learn to think like a scientist, understand how life functions on earth, develop an appreciation of nature, and discover how to have a positive human impact on the environment. The program also nurtures students' social and emotional growth as they explore and implement character development traits such as integrity, cooperation, positive attitude, respect and self-esteem. Students will also learn independence and practice teamwork.

During the 2021-22 school year, Cuyamaca Outdoor School's structured, standards-based, engaging and fun outdoor education program will help students recoup critical social growth deficits and offset learning loss caused by the COVID-19 pandemic.

OVERVIEW

Cuyamaca Outdoor School, San Diego's original 6th grade camp, will resume its week-long, overnight science camp with students in the fall of 2021, just in time to celebrate its 75th anniversary! We will host smaller numbers of students than usual each week to promote social distancing and other safe COVID-19 prevention practices where practicable. We will follow federal, state and local school and overnight camp guidance as practicable, as well as San Diego County Office of Education COVID-19 policies, protocols, and procedures, to promote the highest level of safety for all participants and staff.

DEFINITIONS AND ACRONYMS

- SDCOE: San Diego County Office of Education
- HR: Human Resources
- COS: Cuyamaca Outdoor School
- Student: a fifth or sixth grade student participating in the Cuyamaca Outdoor School program
- Classroom Teacher: a classroom teacher accompanying their school's students during the Cuyamaca Outdoor School week-long field trip
- Program Staff: COS staff members who lead academic and enrichment activities during the day
- Overnight Staff: COS staff members who lead evening enrichment activities and supervise students in the cabin overnight
- Cabin: housing unit for students
- Den: sleeping unit within a cabin
- Village: one set of cabins consisting of one boys' cabin and one girls' cabin; we have three villages
- Village Leader: COS lead staff member who oversees logistics for one village
- CDC: Center for Disease Control
- CDPH: California Department of Public Health
- SDCHHSA: San Diego County Health & Human Services Agency
- CalOSHA: California Occupational Safety and Health Agency
- ACA: American Camp Association
- PPE: Personal Protective Equipment

Contact Information

Physical and mailing address: Cuyamaca Outdoor School, 12561 Hwy 79, Descanso, CA 91916

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BEFORE COMING TO CAMP

Vaccinations

For everyone's safety, all COS staff, participating school staff and participating children ages 12 or older are strongly urged to be fully vaccinated before coming to Cuyamaca Outdoor School. Once a vaccine becomes available for children ages 11 and younger, all participating students are strongly urged to be fully vaccinated before coming to COS. See San Diego County's [COVID-19 Vaccines website](#) for more information.

At this time, the COVID-19 vaccine has not been mandated for school staff. However, as per the State Public Health Order of August 11, 2021, all schools identified in the order must verify vaccine status of all workers no later than October 15, 2021. Any incompletely vaccinated or unvaccinated COS and school staff must be tested at least once weekly with either an FDA-approved PCR or antigen test and must also observe all other infection control requirements. As an SDCOE program, COS will comply with this order.

Pre-Camp Negative COVID-19 Test Requirement

Each student is required to provide proof of a negative COVID-19 PCR or antigen test before coming to camp. Schools must verify each participant's negative COVID-19 test documentation before allowing them to board the bus.

- PCR tests must be taken within 72 hours before arriving at camp (typically between 10:30-11:00am on a Monday).
- Rapid antigen tests must be taken within 24 hours before arriving at camp (typically between 10:30-11a on a Monday)
- At-home tests are not accepted.

Schools must collect proof of negative COVID-19 PCR or antigen test for all participating students and bring them to the COS Health Center upon arrival at COS. Proof of a negative COVID-19 PCR or antigen test may include:

- Printed copy of email from testing agency/laboratory
- Printed photocopy of negative test from testing agency/laboratory

Any participating student who is not able to provide proof of a negative COVID-19 PCR test will not be allowed to board the bus or attend camp until such time as they can provide proof. Once negative COVID-19 test results do become available, the parent/guardian may call to arrange to bring their child to COS for the remainder of the week, provided the child has not had any COVID-19 related symptoms within the last 24 hours.

If a student is allowed to board the bus and arrives at COS without proof of a negative COVID-19 PCR test taken within the timeframe noted above, the student will be placed in isolation (with appropriate adult supervision) and the student's parent/guardian will be contacted to pick up their child immediately (see the Student Isolation for COVID-19 Symptoms and/or Positive COVID-19 Test below).

School and Student Registration

Students must participate with a pre-registered school. Space is limited, so schools must register in advance and will be invited to participate on a first-come, first-served basis as capacity allows. Students intending to attend must be listed on the school attendance roster that is submitted to COS in advance of the school's scheduled camp week. Before their trip, schools must distribute, collect and submit all required and appropriate registration forms, including the following:

- [2021-22 Student Registration & Health Form](#) (required for all student participants, both sides of the form must be completed)
- [2021-22 Medical Authorization Form](#) (only for students who take any prescription or regular over-the-counter medication or those who have a chronic medical condition)

- [Medical Statement to Request Special Meals and/or Accommodations](#) (only for students who require special dietary needs)
- [Souvenir Order Form](#) (optional; to be submitted with payment to school before the trip)

School Preparation

Three weeks before their scheduled camp week, schools must:

- Email to COS a roster of students that intend to participate. Schools will group students into cabin cohorts of approximately 36 students per cabin (one cabin of girls and one cabin of boys) and will divide each cabin group into four dens of approximately nine (9) students each. Schools should pair same-gender siblings together in a den when possible and should consider other interpersonal aspects to prevent potential issues or conflicts – once they arrive at camp, students will not be allowed to switch dens or cabins.
- Mail (via USPS, UPS, etc.) the Student Registration & Health Forms, Medical Authorizations, and Medical Statements to Request Special Meals for all students expected to participate.
- Identify an appropriate school liaison for COS to contact when a child must be sent home. This information must be included in the adult participant section of the student roster form.

The week before their scheduled camp week, schools must email to COS any changes to the student roster.

Buses

Before departure day, schools should prepare a bus seating chart. Students should be assigned to sit with other students in their den group. Den groups in the same cabin should sit on the same bus. If possible, each cabin group should have its own bus; otherwise, cabins in the same village should be seated on the same bus. Students from different villages should not be seated on the same bus.

Face coverings must be worn at all times while participants are on the bus.

Departure Day

Any participant (child or adult) who is sick, has COVID-19 related symptoms, has been in close contact with someone who has COVID-19 or COVID-19 symptoms, or who has tested positive or been diagnosed with COVID-19 within the last 14 days may not attend camp, regardless of vaccination status.

Schools are encouraged to plan ahead to ensure they have enough time on departure day to load luggage, collect proof of negative COVID-19 tests (see below) for all participants, and complete the COVID-19 Screening Checklist. The COVID-19 Screening Checklist is emailed to schools at least two weeks before their scheduled trip.

Before boarding the bus, schools must verify that all participants meet specific health criteria. If any student does not meet the four criteria listed below, they may not attend camp.

- 1) Negative COVID-19 test status (regardless of vaccination status)
 - Because COVID-19 can be communicable before symptoms appear, and because camp includes overnights during which students will not wear masks, **each student is required to provide proof of negative COVID-19 test regardless of vaccination status.**
 - PCR tests must be taken within 72 hours of arrival at COS.
 - Antigen tests must be taken within 24 hours of arrival at COS (arrival time is typically between 10:30-11:00am).
 - Acceptable proof of negative COVID-19 PCR test includes:

- Printed copy of email from testing agency/laboratory
- Printed photocopy of negative test from testing agency/laboratory
- Home tests are not accepted.
- 2) COVID-19 close contact status
 - a. Confirm that each participant has not been in close contact with anyone with COVID-19
 - b. Any participant (child or adult) who has been in close contact with someone who has COVID-19 may not attend camp
- 3) COVID-19 related symptoms status
 - a. Confirm that each participant is free of all common COVID-19 related symptoms (fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, diarrhea)
 - b. Any participant (child or adult) who is exhibiting any COVID-19 related symptoms may not attend camp
- 4) Temperature Check
 - a. Take each participant's temperature and record their temperature on the checklist to confirm they do not have a fever (a student with a temperature of 99.9°F or above may not board the bus to attend camp)

As noted previously, students should be assigned to sit on the bus with their den groups. Den groups from the same cabin should sit together. If possible, each cabin group should have its own bus; otherwise, cabins from the same village should be seated on the same bus. Students from different villages should not sit on the same bus.

Schools should keep a copy of the completed COVID-19 Checklist and their bus seating chart on file for possible contact tracing purposes. A designated school staff member should bring copy of the COVID-19 Screening Checklist and the bus seating chart to the COS Health Center upon arrival.

AT CUYAMACA OUTDOOR SCHOOL

Face Coverings and PPE

Following CDC, CDPH, and SDCPH guidelines, SDCOE protocols, and for everyone's safety, appropriate face coverings (masks that cover the nose and mouth) are required indoors at all times for all students, teachers, and staff, except when eating or drinking, when working alone in a room with the door closed, when sleeping, or for those who are exempted (see [CDPH face mask guidance](#)). The parent/guardian of any student who has been granted a mask exemption must provide a copy of that documentation to the COS Health Center; that student will be expected to wear an appropriate face covering as per the CDPH face mask guidance.

Overnight, students are in their dens cohorts and are **not** required to wear face coverings when sleeping but **are** required to wear a face covering any time they are awake and moving around the cabin (i.e., if a student awakens in the middle of the night to use the restroom, they must wear a face covering while walking to, using, and walking back from the restroom).

If a student does not have their face covering fully covering their nose and mouth, the COS staff member supervising the student at the time will remind them to wear their mask appropriately. If any student refuses to wear a face covering indoors, the COS staff member will notify a village leader or the COS principal and document the incident in the cabin communication log; a leader will meet with the student to try to resolve the issue (classroom teachers may be involved in any part of the process). If intervention from a leader and/or classroom teacher resolves the issue, the student may return to their group provided they continue to wear a face covering properly. The leader will document the incident in the student discipline log. If, after intervention by a leader and/or classroom teacher, the student continues to refuse to wear a face covering, the student will

be taken to the COVID-19 isolation space and their parent/guardian will be contacted to pick up their child immediately. The COS program staff involved will document the incident in the cabin communication log; the COS leadership staff will document the incident in the student discipline log. The group to which that student was assigned will be monitored for COVID-19 symptoms.

Outdoors, face coverings are optional **except** during the Campfire program and the Talent Show activity, both of which will take place outdoors at our large outdoor amphitheater, weather-permitting. During inclement weather, students will participate in those two activities in indoor spaces by village, with as much physical distancing as possible between the two cabins (face coverings are required indoors).

Students and participating teachers should bring their own school-appropriate face coverings. COS will provide surgical-style masks for anyone whose mask gets lost or damaged.

PPE is provided to all staff by SDCOE/COS as appropriate for their assigned duties. If requested, items such as a face shield will be made available to COS staff. Medical staff will be fit-tested for N-95 respirators. Any staff member may request N-95 masks.

Hand Washing and Hand Sanitizer

Hand sanitizer is available at the entrance to every building, and staff and students are encouraged to use it upon entering and exiting the building. COS program staff carry hand sanitizer in their first aid kit during hikes for students to use as needed. Students are instructed in the proper hand-washing techniques during orientation on the first day. They are reminded to wash their hands each time they return to the cabin after an activity and before meals. Adults are encouraged to wash their hands frequently.

Cleaning Procedures

All Cuyamaca staff will participate in formal cleaning and disinfecting training and hazardous communications training during in-service at the beginning of the 2021-22 school year, before the student program begins. All staff will adhere to proper and appropriate cleaning and disinfecting procedures, including the use of appropriate PPE as listed in cleaning and disinfectant Safety Data Sheets. All disinfectants used at COS are FDA approved and appropriate for a school setting. All staff will follow bloodborne pathogens protocols.

Shared Spaces

The COS maintenance/custodial staff will set and follow a cleaning schedule to frequently and regularly clean shared restrooms, other shared spaces, and frequently touched surfaces (i.e., doorknobs/push bars, light switches, etc.) around the camp each day. The staff member who cleaned the restroom/shared space will record the time and day that area was cleaned using a log provided by COS administration. Logs are kept on file in the maintenance office.

Cabins

Daytime program staff will follow a set schedule to regularly clean frequently touched surfaces (such as doorknobs/push bars, light switches, water dispenser mechanisms, etc.) in the cabins several times throughout the day each day. Overnight staff will clean and disinfect cabin bathrooms and frequently touched surfaces in the cabin each night. If a student departs early, their bunk bed will be cleaned by maintenance/custodial staff at a time when no students are in the cabin. Every cabin, including cabin bathrooms and bunk beds, is cleaned and disinfected thoroughly at the end of each week. Both daytime and overnight staff are required to use a log provided by COS administration to record the day and time that their respective cleaning duties were completed. Logs are kept on file in the main COS office.

Dining Hall and Kitchen

The dining hall is cleaned and sanitized after each meal service, including tables and seating. Kitchen workspaces are frequently and regularly cleaned and sanitized (including before food prep, after food prep, before meal service, and after meal service). Kitchen staff will replace soiled gloves with new gloves regularly and frequently to promote safe food-handling.

Health Center

Health Center staff will clean and sanitize/disinfect the Health Center regularly and frequently, and as needed after student visits. They may call maintenance/custodial staff for help with larger clean-ups.

Student Isolation Space

After the departure of a student who has been isolated due to suspected or confirmed COVID-19, the maintenance/custodial staff or assigned program staff member will wear appropriate PPE (N-95 respirators or N-95/KN-95 masks, gloves, and face shield/eye protection) to clean and disinfect the furniture, surfaces, floors, and restroom/s used by the student placed in isolation. Once clean, the staff member will record the time and day that area was cleaned using a log provided by COS administration. At the end of each week, logs will be kept on file in the Health Center.

PROGRAM MODIFICATIONS

Program Modifications Overview

COS program logistics modifications are in place to meet COVID-19 guidelines for schools and overnight camps. We believe these changes will enhance the student experience: students will have the opportunity for more outdoor learning time and more teambuilding and social growth activities with their cabin cohort (outdoors when possible).

Five-day/four-night activities include: three nature exploration hikes, one all-day adventure hike, one crafts session, one Wilderness Recreation Activities Program session, the campfire program, a night hike, an outdoor skills evening program, and the talent show. Students will also participate in social and emotional growth, mindfulness, and teambuilding activities.

Four-day/three-night activities include: two nature exploration hikes, one all-day adventure hike, one crafts session, the campfire program, a night hike, and the talent show. Students will also participate in social and emotional growth, mindfulness, and teambuilding activities.

Arrival at Cuyamaca Outdoor School

Upon arrival, students and classroom teachers are greeted by the COS staff assigned to their village for the week. As students exit the bus, their assigned cabin staff will greet them, take role, conduct symptom screening (recorded on a log provided by COS administration and kept on file in the main office), and begin student orientation. During orientation, students are given time to move into their dens, learn about COS procedures and take a camp tour. During the tour, any students who have medical questions will have the opportunity to talk to the Health Center staff, and any students who have special dietary needs questions will have the opportunity to talk to the Child Nutrition Supervisor (or designee). To-go lunches are served to all participants; students will eat outdoors with their assigned cabin group – den groups sit together with physical distancing between each den group. Regularly scheduled programming will commence with the afternoon Nature Exploration hike.

After exiting the bus and being greeted by COS staff from their assigned village, Classroom Teachers will bring student medications, a copy of the COVID-19 Screening Checklist, and a copy of their bus seating chart to the

Health Center. Then, they will meet the COS principal (or designee) at the main COS office for orientation. Afterwards, they are given time to move into their rooms before performing other assigned duties.

Student Grouping/Cohorts

Students will be grouped into same-gender cabin groups for all cabin activities, evening activities, meals, and sleeping. From September through February, cabin capacity is approximately 50%, or approximately 36 students per cabin, all from the same school when possible. Each cabin has four large sleeping rooms called dens; each den will house approximately nine (9) students. Each cabin has two bathrooms; each bathroom has several sinks, toilet stalls, and shower stalls. Two (2) dens of students (from the same school when possible) will share one (1) bathroom, alternative use of the bathroom when practicable; students will not be allowed to use the restroom on the opposite side of the room unless their restroom has been closed by a staff member. When practicable, six feet of physical distancing will be maintained between den groups during cabin activities. Two cabins (one girls' and one boys') make up one village; when possible, students assigned to the same village will be from the same school.

For hikes and other daytime program activities, each student is assigned to a hiking group.

- During low COVID-19 case rates and after a child-approved COVID-19 vaccine becomes available, hiking groups will consist of approximately 12-14 students from the same school within the same village.
- During high COVID-19 case rates, hiking groups will consist of one (1) or two (2) den groups from the same school, depending on den size.

If/when guidelines change and COVID-19 case rates allow, student capacity will be increased starting in February or March of 2022. Capacity increases will apply to cabin size, den size, and hiking group size.

Participant Sleeping Arrangements

Students are assigned to a den of approximately nine (9) students of the same gender. Whenever possible, the students in that den all will be from the same school. Each den has nine (9) bunk beds. Students are assigned to their own bunk, alternating top and bottom bunks to ensure the most distance possible between students while sleeping. One overnight staff member stays in the adult den each night the program is in session to provide student supervision and respond to any emergencies. Cabin doors are secured and alarmed after students have gone to bed.

Classroom teachers are assigned to a room in one of the two teacher housing buildings. Each room has a mini-split heater/air conditioner unit that may be used according to preference, as well as windows (with screens) that may be opened according to preference. When possible, each teacher is assigned their own room. When it is not possible to assign each teacher their own room, they will be assigned to a room with a teacher of the same gender from their own school and an air purifier will be provided.

Ventilation

Fortunately, as our name indicates, many of the activities at COS occur outdoors.

Indoors, each cabin has four 1500 CFM air filters (one per den) that are in continuous operation while students are present. Weather permitting, windows may be opened to promote air exchange. During short, scheduled, daytime visits to the cabin, doors may remain open, as well. Doors are closed, locked, and alarmed at night for safety.

Air filters are located in shared/common rooms, such as the Health Center, Dining Hall, main office, and staff lounge. Weather permitting, windows may be opened, and ceiling fans may be used (where available) to promote fresh air exchange.

If approved, trained, and certified COS staff elect to transport students to a nearby hiking location in a COS van or school bus, students will follow the current school bus guidelines, including wearing masks, physically distancing when possible, and having windows at least partially open and air conditioning on (with vents on fresh air, not recirculate) where applicable.

Meal Procedures

Immediately prior to meals, students are reminded to wash their hands with soap and water. Hand sanitizer is available at the dining hall entrance.

To promote the highest level of safety possible, breakfast and dinner are served cafeteria-style. Lunch is eaten outside (weather-permitting).

To reduce the number of students in the dining hall at one time, each village - consisting of one boys' cabin and one girls' cabin - has its own mealtime. Students sit in the dining hall with their cabin cohort and are assigned seats by den with space for social distancing.

Meals are led and monitored by a Cuyamaca staff member. Classroom teachers help supervise student meals. They assist with refilling students' water cups while students remain seated. If time and quantities permit, teachers may be asked to help serve seconds to seated students.

Students bus their own dishes before leaving the dining hall. The busing station consists of tubs for trays, cups, and silverware, and trash bins for food and other waste. Compost is collected during certain meals. Students are encouraged to hand sanitizer upon exiting the dining hall and are reminded to wash hands upon return to their cabins.

COS staff clean and sanitize tables and seats after each meal service.

During inclement weather, lunch is eaten indoors. Villages not on All-Day Adventures will eat in the dining hall at pre-scheduled times. Villages on All-Day Adventures will reserve other indoor spaces ahead of time. Indoor space is cleaned between use.

Kitchen staff will provide to-go meals to serve to students who may be in the isolation space during mealtime.

Departure Day

At the scheduled time, students will move their own luggage to a designated loading area. Once each village's school buses arrive, a small group of students will be selected (on a volunteer basis) to help load luggage onto the buses. Student volunteers will wear masks, will use hand sanitizer before handling luggage, will be offered hand sanitizer after loading luggage, and will be given the opportunity to wash their hands.

COVID-19 SAFETY AND RESPONSE

Symptom Screening

Upon arrival at camp, each student is screened for COVID-19 symptoms by COS staff. The screening process is as discreet as possible. Participants have their temperature checked using a touch-free thermometer, are asked if they currently have any COVID-19 related symptoms and are asked if they have been in close contact with anyone in the last two weeks that has or may have COVID-19. Each subsequent day of attendance, students are discreetly screened (temperature check and symptoms check) in the cabin before activities begin. COS staff record each student's temperature and symptoms check responses on a confidential log. At the end of the week, the student screening logs are turned into the Health Center to be kept on file.

All classroom teachers will be asked to self-screen daily at the start of their day. Their self-screening station is located in the office.

All staff are required to self-screen daily before coming to work and at the start of their shift. Staff must review and verify that they do not have COVID-19 symptoms and take their temperature. Their responses are recorded on the staff self-screening log. Logs are kept on file in the Health Center. Staff should not come to work if they are ill and/or experiencing any of the common COVID-19 symptoms. Staff are expected to follow SDCOE's COVID-19 protocols if they believe they have COVID-19 or if they test positive for COVID-19.

COVID-19 Testing Before Camp

Each student is required to provide proof of a negative COVID-19 PCR or antigen test before coming to camp. Schools must verify and collect each participant's negative COVID-19 test documentation before allowing them to board the bus.

- PCR tests must be taken within 72 hours before arriving at camp (typically between 10:30-11:00am on a Monday).
- Rapid antigen tests must be taken within 24 hours before arriving at camp (typically between 10:30-11a on a Monday)
- At-home tests are not accepted.

Schools must collect proof of negative COVID-19 PCR or antigen test for all participating students and bring them to the COS Health Center upon arrival at COS. Proof of a negative COVID-19 PCR or antigen test may include:

- Printed copy of email from testing agency/laboratory
- Printed photocopy of negative test from testing agency/laboratory

Any participating student who is not able to provide proof of a negative COVID-19 PCR test will not be allowed to board the bus or attend camp until such time as they can provide proof. Once negative COVID-19 test results do become available, the parent/guardian may call to arrange to bring their child to COS for the remainder of the week, provided the child has not had any COVID-19 related symptoms within the last 24 hours.

If a student is allowed to board the bus and arrives at COS without proof of a negative COVID-19 PCR test taken within the timeframe noted above, the student will be placed in isolation (with appropriate adult supervision) and the student's parent/guardian will be contacted to pick up their child immediately (see the Student Isolation for COVID-19 Symptoms and/or Positive COVID-19 Test below).

COVID-19 Testing During the Week

The Health Center staff, COS principal, leadership, and program staff that regularly assist in the health center, are trained in the proper administration and supervision of self-swab, rapid antigen COVID-19 nasal swab tests through the Binax Now school COVID-19 testing program (or comparable state-sponsored program).

If a student visits the Health Center for any COVID-19 related symptom/s, and if the parent has signed the COVID-19 testing approval on their child's Student Registration and Health Form, the Health Center will administer a rapid COVID-19 test. If the parent did not sign that section to give approval for their child to be tested, Health Center staff will call them on the phone to ask for verbal permission (which will be documented in the health log).

- Rapid antigen tests are self-swab nasal tests that take approximately 15-30 minutes for results
- While waiting for test results, the patient will wait in an area designated for that purpose, away from other students and staff (although appropriate adult supervision will be provided)

Health Center Procedures

To promote the highest level of safety possible for both participants and staff, Health Center staff will wear appropriate PPE including N-95 respirators, gloves, and face shields/eye protection while interacting with sick patients.

Students who need to visit the Health Center for any reason are assessed through the walk-up window on the covered porch at the Health Center entrance. Students waiting to be seen will wait a designated distance away and must maintain at least six (6) feet distance from any other students (appropriate signage indicates where the student/s should wait). If the issue is routine and/or minor and does not involve a COVID-19 related symptom (i.e., receiving prescribed medication at the scheduled time, minor splinter removal, etc.), Health Center staff will conduct the visit through the walk-up window or outside on the covered porch.

If a student has a more pressing or urgent medical need that does not involve COVID-19 related symptoms, the student may be invited into one of the treatment rooms in the Health Center.

1. One treatment room is designated for treating students with minor injuries (i.e., splinter or tick removal from an awkward location, minor twisted ankle, etc.), students who need to have an asthma breathing treatment, students who require insulin or growth hormone injections, or other regular medical treatments that require extra privacy.
2. A second treatment room is a room for students to rest if they are ill (having had a negative rapid antigen COVID-19 during the initial assessment process) and awaiting parent pick-up or are injured and awaiting further assessment or parent pick-up.
3. Students experiencing homesickness will be referred to their Village Leader and/or classroom teacher for support. If a homesick student complains about a physical ailment that matches COVID-19 related symptoms, COVID-19 protocols will be implemented (see below).

STUDENT ISOLATION AND CONTACT TRACING

During the Day

As soon as possible upon learning that a student is exhibiting symptom/s or says they aren't feeling well (including but not limited to COVID-19 related symptoms) the COS staff member supervising that student will call a village leader/designee (who must wear appropriate PPE) to walk the student to the Health Center COVID-19 assessment area. The village leader/designee will notify the Health Center that they are on the way with the student. Health Center staff, wearing appropriate PPE, will assess the student. To determine if contact tracing protocols must be implemented, a rapid antigen COVID-19 test may be administered to rule out COVID-19 (only if the parent signed approval on the Student Registration and Health Form or gives verbal permission over the phone).

If a student has a documented pre-existing, chronic condition (noted by the parent/guardian on that child's Student Registration and Health Form) such as migraines, asthma, allergies, the student will be given a COVID-19 test to rule out COVID-19 before being treated for their chronic condition.

While Health Center staff is assessing the student, the COS leader who walked the student to the Health Center will notify one of the student's classroom teacher/s.

Health Center staff (or designee) will contact the student's parent/guardian to notify them of their child's symptoms and results of the COVID-19 test (if given) and ask the parent/guardian to pick up their child as soon as possible (see "§ Exception" below).

- If a parent/guardian is unable to pick up their child, they must arrange to have their emergency contact pick up their child instead. Once the parent/guardian has been notified, the child must be picked up within four hours.
- If a parent/guardian refuses to pick up their child, the school administrator will be notified and must arrange to have the student picked up. The child must be picked up within four hours.
- § EXCEPTION: If a student has a documented pre-existing, chronic condition (listed by the parent/guardian on the child's Student Registration and Health Form and/or Medication Authorization form) such as migraines, asthma, allergies, or bowel problems, they will be treated for their documented pre-existing condition. If their COVID-19 test is negative, they may return to regular activities after receiving appropriate treatment. If their COVID-19 test is positive, they will be isolated and must be picked up as soon as possible.

Following the health assessment, COVID-19 test, and treatment of symptoms, the student will be moved to the isolation space (Oak Assembly directly across from the Health Center). The isolation space has access to drinking water and a restroom. It can house up to eight (8) students while ensuring more than six (6) feet of space between them. Windows and doors will be opened, weather permitting, and an air filter will be used.

A COS staff member or the student's classroom teacher will supervise the student from outside of the isolation space until the student's parent/guardian picks them up. The student will be provided with self-guided activities while they wait.

When interactions with the student are necessary, the supervising adult must wear appropriate PPE (KN-95 or N-95 mask, gloves, and face shield/eye protection), must limit interactions to less than five minutes, and must be always more than six (6) feet away from the student.

The student's sleeping area in the cabin (mattress, bunk bed frame, and surrounding walls and floors), shared cabin living space, and bathroom will be cleaned and disinfected as soon as possible once no other students are present by COS maintenance/custodial staff and/or available program staff.

After the student has been picked up, the maintenance/custodial staff and/or available program staff will disinfect the isolation space and restroom.

At Night

If a student informs staff that they don't feel well or is exhibiting COVID-19 related symptoms during the night, the staff member supervising that student will call the overnight Head Teacher and the overnight Health Tech, who will accompany the student to the Health Center to be assessed.

A COVID-19 test will be administered. If the ailment is due to a pre-existing documented condition listed on the Student Health and Registration form and/or Medication Authorization form, a COVID-19 test will be administered. If the COVID-19 test is negative, the student will be treated for their chronic condition and may return to their cabin.

If the symptoms are not due to a documented pre-existing condition, or if the COVID-19 test is positive, they will be treated for their symptoms and moved to the isolation room until a parent/guardian can pick them up as soon as possible, either that night or first thing the next day.

- The overnight Health Tech and/or Head Teacher and/or another assigned COS staff member and/or a visiting teacher (minimum two adults) will supervise the student
- The child's sleeping area in the cabin (mattress, bunk bed frame, and surrounding walls and floors), shared cabin living space, and bathroom will be cleaned and disinfected as soon as possible the next day, once no other students are present, by COS maintenance/custodial staff and/or available program staff. After the student's departure, the isolation space will be cleaned and disinfected by COS maintenance/custodial staff and/or available program staff.

Back at Home

Upon returning home, the student should follow the strategy for [Staying Home when Sick and Getting Tested](#) from the CDC. The parent/guardian should contact their child's school to determine when the child can return to regular school.

Student Contact Tracing

After learning of a positive student COVID-19 test, contact tracing will be implemented. Contact tracing will include the following steps:

1. Health Center staff will immediately notify:
 - The COS principal (or designee)
 - Participating classroom teacher/s from that student's school
 - The students' parent/guardian
2. The COS principal (or designee) will promptly notify:
 - SDCOE leadership and the SDCOE Human Resources COVID response team
 - The students' school administrator and/or school COVID-19 contact person
 - A roster of all close contacts and secondary contacts will be sent to the school as soon as possible
 - The San Diego County Health Department
 - All directives given by the health department will be followed
 - All requested information, including a roster of all close contacts and secondary contacts, vaccination status of close contacts, etc., will be shared
3. As soon as practicable, COS administration will send to the school a student roster of all close contacts and secondary contacts, along with the COS COVID-19 Close Contact and COS COVID-19 Secondary Contact letter to send to the families of impacted students.
 - The school will be asked to use their parent notification system to send out a form letter to the parents/guardians of the secondary contacts.
4. As soon as practicable, Health Center staff and/or COS administration/leadership staff will call the parents/guardians of all close contacts (as defined by the CDC) to notify them of a close contact. The school will be notified once all calls have been made.
 - Student close contacts will wait (with appropriate adult supervision) in the isolation space (or a secondary isolation space if a student who has tested positive for COVID-19 is already in the isolation space) until their parents/guardians can pick them up.
5. SDCOE Human Resources COVID response team will follow CalOSHA Emergency Temporary Standards for notifying employee close and secondary contacts.

CLASSROOM TEACHER ISOLATION AND CONTACT TRACING

If a fully vaccinated visiting classroom teacher exhibits COVID-19 symptoms and/or tests positive for COVID-19 during the week at camp, they will be isolated in their assigned room until such time as they are able to either

1. Pack their belongings and drive themselves home (if they drove to camp in their personal vehicle)
2. Arrange to have a family member or friend pick them up from COS

For a positive COVID-19 test, contact tracing will be implemented and will include the following steps:

1. Health Center staff will immediately notify:
 - The COS principal (or designee)
2. The COS principal (or designee) will promptly notify:
 - Notify SDCOE leadership and the SDCOE HR COVID-19 response team
 - The classroom teacher's school administrator and/or school COVID-19 contact person
 - A roster of close contacts and secondary contacts from the school will be sent to the school as soon as possible
 - The San Diego County Health Department
 - All directives given by the health department will be followed
 - All requested information, including a roster of all close contacts and secondary contacts, vaccination status of close contacts, etc., will be shared
3. As soon as practicable, COS administration will send to the school a list of all close and/or secondary contacts, as applicable, along with the COS COVID-19 Close Contact and COS COVID-19 Near Contact letter to send to the families of impacted students.
4. SDCOE Human Resources COVID response team will follow CalOSHA Emergency Temporary Standards for notifying employee close and secondary contacts.

COS EMPLOYEES COVID-19 PREVENTION AND RESPONSE

General Expectations for Staff

Staff are expected to comply this Emergency Operations Plan and SDCOE COVID-19 protocols and procedures that follow current CDC, CDPH, and SDCHHS guidance and CalOSHA Emergency Temporary Standards.

Staff will be provided PPE as appropriate for their assigned duties.

- Staff working in the Health Center will be fit-tested for N-95 respirators and must wear N-95 respirators, face shields/eye protection, and gloves at all times when interacting with a patient who exhibits COVID-19 related symptoms or tests positive for COVID-19.
- Unvaccinated COS staff may request to be fit-tested for an N-95 respirator.
- Staff may use their own appropriate face covering if they choose. Surgical masks, KN-95 masks, and/or N-95 masks that do not require fit-testing will be provided to staff upon request.

As part of their assigned duties, program staff may be asked to help clean frequently touched surfaces, cabin restrooms, and other shared spaces. Staff must follow appropriate cleaning protocols and wear appropriate PPE when applicable.

As part of their assigned duties, program staff may be asked to help supervise (using appropriate PPE and physical distancing) students in isolation and/or students that need to stay overnight in the health center.

COVID-19 Prevention

Following CDC, CDPH, and SDCHHS guidelines, SDCOE protocols, and for everyone's safety, appropriate face coverings (masks that cover the nose and mouth) are required indoors at all times for all students, teachers, and

staff, except when eating or drinking, when working alone in a room with the door closed, when sleeping, or for those who are exempted (see [CDPH face mask guidance](#)).

Staff are expected to wear face coverings indoors and enforce the appropriate use of face coverings when supervising students. Staff will notify COS lead staff if a student repeatedly removes their mask indoors and/or refuses to wear a mask as detailed in the “At Cuyamaca Outdoor School” > “Face Coverings and PPE” section of this document.

Staff are encouraged to wash their hands frequently to prevent the spread of germs. Staff are also expected to remind students to wash their hands upon returning to the cabin from an activity, and before and after meals. Staff are expected to carry hand sanitizer when leading student activities out in the field.

PPE is provided to all staff by SDCOE/COS as appropriate for their assigned duties. If requested, items such as a face shield will be made available to COS staff. Medical staff will be fit-tested for N-95 respirators. Any staff member may request N-95 masks.

Vaccination and COVID-19 Testing for Staff

COS staff are strongly urged to get fully vaccinated to help prevent the spread of COVID-19 and COVID-19 variants. Staff will be given adequate release time to get vaccinated.

Rapid antigen testing through the Binax Now school COVID-19 testing program will be made available to all COS staff as needed.

- Unvaccinated staff must be tested weekly, preferably at the beginning of their shift on the first program day of each work week.
- Vaccinated staff are strongly encouraged to be tested at the start of their shift on the first program day of each work week.
- If a staff member tests positive for COVID-19, quarantine and contact tracing protocols will be implemented (see below).

Staff Housing

COS staff who live on site will be assigned a room according to the most recent CalOSHA Emergency Temporary Standards and local health department guidance.

- Overnight Cabin Leaders sleep in the “adult den” more than six (6) feet away from any student bed
 - 1500 CFM air filters are located in each den
- Interns/limited term employees will each be assigned to a dorm-style room. Rooms consist of one bunkbed or two twin beds, a desk and chair, and storage.
 - Interns/limited term employees may live on site 24 hours a day, seven (7) days a week during the term of their employment.
 - Meals are provided starting with Monday lunch through Friday breakfast, and additional food is usually available from the kitchen for weekend meals.
- When practicable, to limit cross-contact, staff from the same village will be housed in the same section of the available staff housing units.
- When using the staff lounge, computer lab, kitchenette or any other shared space, staff are required to wear a face covering.

Staff Quarantine & Isolation

Staff members who do not feel well, including but not limited to COVID-19 related symptom/s, should stay home. They must follow existing COS protocol to report their absence and must also notify the SDCOE HR COVID-19 response team for guidance (COVID-19-HR@sdcoe.net).

- HR will inform the staff member about isolation/quarantine requirements and duration, if any, as well as the possibility of getting a COVID-19 test
- If applicable, the COS principal will provide work that can be done from home

If a staff member is diagnosed with COVID-19 or has a positive COVID-19 test, they must stay home and isolate. As soon as possible, they must follow existing COS protocol to report their absence, notify the SDCOE HR COVID-19 response team (COVID-19-HR@sdcoe.net), and must follow HR's directives. The staff member must have HR approval to return to work. On a case-by-case basis, HR may also require clearance from the staff member's physician before allowing the staff member to return to work.

- If a staff member tests positive for COVID-19 while at work, they will be sent home immediately.
 - Contact tracing (see the "Staff Contact Tracing" section below) will be implemented
 - Staff members who live on site full-time will be provided alternate housing accommodations in accordance with [CalOSHA Emergency Temporary Standards 3205.3 COVID-19 Prevention in Employer-Provided Housing](#). Alternate housing may be off-site at another COS camp.
- If applicable, the COS principal will provide work that can be done from home

Staff Contact Tracing

If a COS staff member is diagnosed with COVID-19 or has a positive COVID-19 test, the following steps will be taken.

- If during work hours, the staff member will be sent home immediately to isolate (see Staff Quarantine & Isolation" section for details)
- If during non-work hours, the staff member must remain at home to isolate (see Staff Quarantine & Isolation" section for details)
- The COS principal (or designee) will notify the SDCOE HR COVID-19 response team immediately
 - HR will work with the COS principal to determine close contacts
 - HR will send communicate with close contacts to notify them of the close contact
 - HR may send out an email to the entire department notifying staff of a COVID-19 case at COS
 - Any unvaccinated staff member who is a close contact may be sent home to quarantine

RESOURCES AND GENERAL INFORMATION

- CDC Guidance for Operating Youth Camps <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/summer-camps.html>
- CDC Guidance for COVID Prevention in Schools <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/k-12-guidance.html>
- CDC Quarantine and Isolation website <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/quarantine.html>
- CDPH Guidance for Overnight Camps <https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/Guidance-for-Overnight-Camps.aspx>
- CDPH COVID-19 Public Health Guidance for K-12 Schools in California, 2021-22 School Year <https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/K-12-Guidance-2021-22-School-Year.aspx>
- CDPH Guidance for the Use of Face Coverings <https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/guidance-for-face-coverings.aspx>

- SDCHHSA Schools: K-12 FAQ's
https://www.sandiegocounty.gov/content/sdc/hhsa/programs/phs/community_epidemiology/dc/2019-nCoV/CommunitySectors/Schools_SDCOE_K12/Schools_K-12_FAQs.html
- SDCHHSA COVID-19 Vaccines information page
https://www.sandiegocounty.gov/content/sdc/hhsa/programs/phs/community_epidemiology/dc/2019-nCoV/vaccines.html
- CalOSHA Emergency Temporary Standards <https://www.dir.ca.gov/dosh/coronavirus/ETS.html>
- ACA Field Guide for Camps <https://www.acacamps.org/resource-library/coronavirus/camp-business/field-guide-camps>
- SDCOE COVID-19 policies