



North Star Camp COVID-19 Playbook

INTRODUCTION

The information surrounding COVID-19 is constantly changing and evolving. This playbook organizes COVID-19 best practices for summer camp published by the [CDC](#) and [American Camp Association](#), as well as countless discussions with pediatricians, emergency room doctors, epidemiologists, and infectious disease experts into one place. This playbook intends to provide camp families and staff with information about how North Star is adapting policies and procedures this summer to mitigate the risk of COVID-19 in camp. As information changes and evolves, so too will this playbook to reflect current information.

While we have worked tirelessly to adapt North Star to mitigate the risk of COVID-19 exposure in camp, it is important to note that there is no way for us to guarantee that COVID-19 will not be present. In fact, we are operating as if the virus *will* enter camp. We intend to run because we believe we can care for campers and staff if they do contract COVID-19, and that we can isolate and stop the virus from spreading if it does enter camp.

Camp will look and feel different this year. But the value of being in a beautiful Northwoods setting, among friends old and new, and participating in fun camp activities is needed more than ever during this challenging year.

This playbook will outline changes to policies and procedures to help North Star operate as safe as possible.

We ask that all parents/guardians review this playbook with their campers.

All staff members must review this playbook during pre-camp.

COVID-19 RESPONSE TEAM

If you have any questions regarding anything in this playbook or COVID-19 at camp, please contact:

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COVID-19 SYMPTOMS

Primary symptoms of COVID-19 may include one or more of these symptoms:

- Fever of 100.4 degrees or higher
- Body or muscle aches
- Congestion or runny nose
- Cough
- Diarrhea
- Fatigue
- Headache
- Loss of taste or smell
- Nausea or vomiting
- Shortness of breath or difficulty breathing
- Sore throat

HIGHER RISK FOR COMPLICATIONS

If a camper or staff member is at higher risk for COVID-19 complications, we highly recommend they consult their medical provider to assess the risk of attending camp.

High-risk conditions include (but are not limited to):

- Asthma
- Chronic kidney disease undergoing dialysis
- Chronic lung disease
- Diabetes
- Liver disease
- Immuno-compromised
- Immuno-compromised as a result of a condition, such as:
 - Bone marrow or organ transplantation
 - Cancer treatment
 - Immune deficiencies
 - Poorly controlled HIV or AIDS

- Prolonged use of corticosteroids and other immune weakening medications
- Smoking
- Serious heart conditions
- Severe obesity (body mass index [BMI] of 40 or higher)
- 65 years of age or older

BEFORE CAMP

In order to mitigate the risk of COVID-19 being brought into camp, we will ask all campers and staff to take additional safety measures in the two weeks prior to their arrival. We may change these procedures at any time as we continue to review the latest data and guidance from public health officials.

Self-Quarantine

All campers and staff must self-quarantine for two weeks prior to camp. For staff, self-quarantine should begin on May 31 (for a June 14 camp arrival). For campers, self-quarantine should begin on June 15 (for a June 29 camp arrival). Quarantine should be restricted to members of the household only. No physical contact with anyone outside of the household unless absolutely necessary. We ask other household members to take appropriate social distancing measures (wearing a mask, staying 6 feet away from other people, and washing hands with soap and water frequently) during the two weeks prior to camp as well.

Temperature and Symptom Monitoring

During the two week self-quarantine, all camp parents should log daily temperatures of their camper. Campers and staff members should self-screen for COVID-19 symptoms. There will be a Temperature and Symptom Monitoring form to submit via CampInTouch prior to camp that will be reviewed by our camp medical professionals to certify compliance with this policy.

Quarantine Certification & Contact Tracing

All camp parents must fill out a Quarantine Certification & Contract Tracing form on June 28 to document anyone the camper has been in contact with during the two week self-quarantine as well as to certify that the camper complied with quarantine.

Non-Essential travel

All campers and staff should avoid any non-essential travel for the 14 days of self-quarantine. If travel outside of the home is absolutely necessary, a face mask should be worn at all times.

COVID-19 Tests

Approximately 2-5 days prior to departing for camp, all campers and staff must complete a COVID-19 test and submit the results to camp. Only campers and staff who test negative will be permitted to travel to camp.

Campers and staff can get tested via:

- **A local health department or health care system**
- **Using a mail-in testing kit** - North Star has partnered with Vault Health to provide at-home saliva based COVID-19 testing. The testing kit must be ordered ahead of time for \$150.
- **Utilizing a drive-thru testing facility** that North Star has arranged at Deerfield High School on the morning of June 24 (campers only). The cost is roughly \$100.

After a test is conducted, the camper or staff should have no contact with anyone outside of their immediate household.

If a member of the North Star community exhibits COVID-19 symptoms in the 14 days prior to camp, tests positive for COVID-19, or has COVID-19 symptoms during their intake exam prior to departing for camp, they will not be permitted to join us at camp. We understand how much campers love camp and we want to share the North Star experience with them, but it is critical that anyone who exhibits symptoms or tests positive stays home for the safety of the entire North Star community.

TRAVEL TO CAMP

For 2020, we are modifying our regular transportation options for campers to arrive at camp. The **only** North Star provided option is to depart out of Chicago. We will not be offering any travel pickups from Minneapolis International Airport.

Travel via Camp Provided Transportation from Chicago

For the first two weeks of camp, each cabin will quarantine and travel to activities/meals together. In order to ensure we can mitigate the risk of cross-exposure with other cabins, all campers will be traveling to camp BY CABIN in a 15-passenger van.

Approximately one week prior to camp, North Star will communicate with families to let them know what cabin the camper is in and when to arrive at the departure location (Morton's Steakhouse in Schaumburg). Departure times will be staggered.

Each 15-passenger van will contain two of the camper's counselors, one of whom will be at least 21 years of age with a valid driver's license who is authorized to drive camp vehicles.

Upon arrival at the departure location, campers and parents/guardians should stay inside their vehicles. From outside the vehicle, a staff member will take each camper's temperature to ensure his temperature is below 100.4 degrees Fahrenheit.

- Campers who have a temperature over 100.4 degrees Fahrenheit, show COVID-19 symptoms, or have been exposed to COVID-19 in the previous 14 days will not be permitted to travel to camp.

Campers will be asked the following COVID-19 screening questions prior to exiting their vehicle and being allowed to enter the camp van:

- Have you come into contact with anyone who has been sick or shown signs or symptoms of COVID-19 in the past 14 days?
- Have you had a fever of 100 or above in the past 14 days?
- Have you recently experienced any loss of taste and smell?
- Have you recently experienced coughing?
- Have you recently experienced any shortness of breath or difficulty breathing?
- Are you experiencing nausea or the feeling that you need to vomit?
- Do you have a sore throat?
- Do you have a headache?
- Do you have any fatigue or body/muscle aches?
- *[If all previous questions are answered sufficiently]* Are you ready to have an amazing summer at camp?

We ask that parents/guardians say goodbye to their camper from inside their vehicle.

Staff members will be onsite to help gather, disinfect, and load camper luggage onto a U-Haul.

What to Pack for the Van Ride from Chicago

Campers should pack a nut-free lunch, snacks, water, face mask, and hand sanitizer in a backpack for the trip to camp. The van will stop for a minimal amount of bathroom breaks at rest stops, where the campers will be required to wear face masks to utilize

the facilities. We do not anticipate making face masks wearing required when the camper is *inside* the van but will follow the current guidance when making that decision.

Travel via Drop-Off at Camp

If interested, parents/guardians can elect to drop their camper off at camp.

In order to maintain a safe enclosed environment at camp itself, we ask that all cars stay outside of the camp arches and do not enter camp property. Additionally, we request that all parents/guardians stay in their vehicles while saying their goodbyes.

A staff member will be at the North Star arches to welcome your camper to camp. With the camper remaining inside the vehicle, the staff member will take your camper's temperature to ensure his temperature is below 100.4 degrees Fahrenheit.

- Campers who have a temperature over 100.4 degrees Fahrenheit, show COVID-19 symptoms, or have been exposed to COVID-19 in the previous 14 days will not be permitted to enter camp.

Campers will be asked the following COVID-19 screening questions prior to being allowed to exit their vehicle and enter camp:

- Have you come into contact with anyone who has been sick or shown signs or symptoms of COVID-19 in the past 14 days?
- Have you had a fever of 100 or above in the past 14 days?
- Have you recently experienced any loss of taste and smell?
- Have you recently experienced coughing?
- Have you recently experienced any shortness of breath or difficulty breathing?
- Are you experiencing nausea or the feeling that you need to vomit?
- Do you have a sore throat?
- Do you have a headache?
- Do you have any fatigue or body/muscle aches?
- *[If all previous questions are answered sufficiently]* Are you ready to have an amazing summer at camp?

Upon passing inspection, the staff will help gather each camper's luggage and walk with them to his cabin.

DURING CAMP

In order to create as safe an environment as possible and mitigate the risk of COVID-19 in camp, we will be making adjustments to camp procedures and policies in a variety of

areas. We may change any or all of these procedures at any time as we continue to review the latest data and guidance from public health officials.

When possible (and weather permitting), camp activities will be held outdoors. We will have more picnics and cookouts throughout the summer.

All modified camp rules and procedures will be announced to all campers during the first day of camp, including hand washing and sanitizing procedures, ground rules for cabin quarantines, when masks will be required, etc.

Cabin Quarantine

While we have outlined pre-camp quarantine instructions and campers/staff will not be permitted to enter camp when exhibiting COVID-19 symptoms or a confirmed positive COVID-19 test, no self-imposed quarantine or test is 100% accurate. Therefore, as an additional safety measure, we will begin our summer with a two-week cabin-based quarantine. Each camper will travel with their cabin (in a “pod”) together to activities and meals.

One counselor per cabin will carry a backpack at all times that will contain hand sanitizer and disinfectant spray to wipe down commonly used equipment.

Under no circumstances shall campers visit another cabin. Additionally, personal items, personal equipment, or clothing must not be shared with campers from another cabin.

In-Camp Testing

Once camp begins, all campers and staff will receive at least two rounds of COVID-19 PCR tests. One planned round of tests is 3-6 days into the beginning of camp; the other planned round of tests will be 14 days into camp.

Daily temperature checks will be taken before each meal as listed in the “Meals” area in this section. North Star has purchased a facial recognition temperature system which will be located at the entry point to the Lodge to take each camper and staff member’s temperature at every meal.

Any camper or staff member who is not feeling well should go to the health center immediately as usual, *especially* if they are exhibiting COVID-19 symptoms.

Mask Wearing Policy

In order to contain possible exposure and spread of COVID-19, we are requiring face masks that cover both the nose and mouth when campers and staff are in the following public non-outdoor areas:

- The Lodge (except for when seated at their table to eat)
- VICTory Fieldhouse
- The Arm and Hammer
- Handler Health Center
- Junior and Villa Wash Houses (except for when showering)
- Mike Hall
- Kim McCormack Discovery Center

The exception to the above is if there is ONLY one cabin in that space, then no mask is required because everyone is from the same “pod”.

Masks will NOT be required when:

- Campers and/or staff are located inside their own cabins.
- Campers and/or staff are outdoors and more than 6 feet apart.
- Campers and/or staff are seated at their table in the Lodge and eating.
- Campers and/or staff are taking showers.
- Campers and/or staff are taking part in waterfront activities (swimming, waterskiing, canoeing, etc.)

Cleaning, Handwashing, and Sanitization Procedures

North Star will significantly increase its cleaning, handwashing and sanitization procedures this summer. Stations containing hand sanitizer will be located throughout camp. Every table in the Lodge or at picnic tables will have a large bottle of hand sanitizer. Door knobs, handles and other commonly touched areas will be wiped with antibacterial spray frequently. Bathrooms and shared spaces will be cleaned and sanitized multiple times per day.

One counselor per cabin will carry a backpack at all times that contains hand sanitizer and disinfectant spray to wipe down activity equipment before AND after use, especially shared camp equipment like life jackets, canoe paddles, baseball bats, fishing poles, bows and arrows, etc.

Every building around camp where an activity is held will have a spray bottle of disinfectant as well.

Meals

This summer, there will be a handful of changes to North Star's meal procedures:

- All cabins will gather on the hill at the warning bell, socially distanced. Once the full cabin has been assembled, the OD Staff will announce their cabin.
- At that time, the cabin will proceed to the Lodge sinks and are required to wash their hands with soap and water for 20 seconds. OD Staff and health center staff will supervise this procedure.
- North Star health staff will take everyone's temperature via a facial recognition temperature scanner upon entering the Lodge before every meal.
- Campers and staff will enter the lodge and receive plates and silverware from a member of the kitchen staff.
 - All meals will be served buffet style. Kitchen staff, wearing masks and gloves, will be serving campers and staff the entree, salad bar, and dessert options.
 - There will be no self-serve areas, including the soynut butter & jelly station and the salad bar. Each buffet line will have pre-made soynut butter & jelly sandwiches. Only kitchen staff members will be permitted to touch the serving utensils and distribute food to the rest of camp.
 - All condiments will be served in individual packets.
 - Weather permitting, food will be served on Tom's Terrace. Campers and staff should exit down the outer stairs of Tom's Terrace and walk to their assigned picnic table.
 - If it is too cold or rainy, there will be two food stations in the inner lodge. Campers and staff should proceed to their assigned table after getting food.
- Cabins will sit together at all meals, whether located in the Lodge or outside for a picnic/cookout.
- If food is still available, an OD Staff will dismiss each table to get seconds.
 - Campers and staff must sanitize their hands prior to getting seconds.
- Every camper and staff will self-KP their plate, silverware, and cup at the end of the meal. An OD will call each table up one by one to KP.
- Once their meal is KP'd, every camper and staff needs to wash their hands with soap and water. Cabins should then wait for the bell to ring to begin announcements.

Water

As always, staying hydrated on a warm summer day is imperative to staying healthy and avoiding dehydration. Campers and staff are encouraged to refill their water bottles at the contact-less water station located outside of the Lodge or other water coolers placed around camp.

Campers and staff should not use the water fountain located inside the lodge.

Daily Schedule

In order to social distance as much as possible, we will be adjusting the daily schedule for each cabin. We know that campers choosing their own individual schedules is a bedrock to North Star's philosophy, but unfortunately this year, campers will not be allowed to choose their own schedules. This summer, each cabin will choose activities to attend together.

While the exact order will possibly be different this summer, each cabin will still have:

- Three Meals (Breakfast, Lunch, and Dinner)
- Cabin Clean-Up
- Three assigned Activity Periods (two in the morning, one in the afternoon)
- Rest Period
- A rotating fourth Activity Period
- Organized Free Fifth Period
- Evening Program
- Shower Time

There will also be additional "transition" periods to allow more time to sanitize activity equipment, wash hands as necessary, and travel between each activity.

All cabin period times will be posted in the cabin and shared with counselors.

Inside The Cabin

While inside their cabin, campers and staff do not need to wear face masks.

Campers will only be allowed on their own beds and should not touch other campers' clothes or equipment.

Campers in bunk beds will be required to sleep in opposite directions. The head of the camper in the top bunk will be opposite the position of the camper in the bottom bunk (head-to-toe and toe-to-head).

Shower Time / Wash House Use

The schedule will be adjusted so cabins can use the wash house at a given time to shower. Campers should avoid sharing bathroom supplies (towels, soap, toothbrushes, etc.). Campers need to bring their own supplies and a container for toiletries to be stored in for the duration of camp.

Campers and staff will still use their designated wash house to go to the bathroom and can use them as nature calls (while wearing a mask). All campers and staff should wash their hands and sanitize after using the bathroom.

Swim Point / Waterfront Activities

There is no current evidence that COVID-19 can be spread to people through water in a pool or lake. To be extra safe, North Star will implement additional safety measures this summer, including:

- Campers and staff should follow physical distancing and proper hand hygiene practices prior to/following using any small crafts (canoes, kayaks, paddleboards, fun bugs, etc.)
- All shared use equipment (paddles, lifejackets, boats, fishing poles) should be cleaned and disinfected before AND after each use.
- All life jackets will be put in a bucket with soapy water after each use for further disinfecting.
- While at swim point, the waterfront buddy system will still be enforced. All buddies must be from the same cabin quarantine.

Policy and Procedure for Suspected COVID-19 Symptoms and/or Positive COVID-19 Test

Should a camper or staff member begin to exhibit COVID-19 symptoms, they will be immediately isolated, quarantined, and tested for COVID-19 in the health center.

If the test is positive for COVID-19, the following steps will then be taken:

- The COVID-19 positive camper's parent/guardian or staff member's emergency contact will be notified immediately.
 - North Star will continue to provide daily updates to the COVID-19 patient's parent/guardian/emergency contact.
- Parents/guardians/emergency contacts will be given the option to FaceTime daily with their COVID-19 positive camper or staff member.

- North Star will provide instructions to the parents/guardians/emergency contacts to help facilitate a calm interaction with the camper or staff member.
- Campers and staff members in the COVID-19 patient's cabin will be COVID-19 tested and quarantined from other members of the community while awaiting results and for 14 days because of known exposure.
- Parents/guardians/emergency contacts of the *other* campers and staff in the COVID-19 positive cabin will be informed immediately that someone in their cabin has tested positive. Due to HIPAA laws, the exact identity of the COVID-19 positive patient cannot be shared.
- Contact tracing of anyone the COVID-19 patient came in contact with during the previous 48 hours will begin immediately.
 - Contact traced campers or staff will be monitored closely by the health center staff.
 - COVID-19 PCR tests will be administered as needed.
- Should our health center staff determine that further care is needed for anyone exhibiting COVID-19 symptoms, such as difficulty breathing, we will transport the affected camper or staff member to a Duluth, Minnesota hospital for further treatment.
- If multiple campers or staff members are confirmed positive for COVID-19, they will be isolated together in the health center.
 - The health center has wifi and air conditioning.
 - As a one-time exemption to camp policy, campers and staff members will be allowed screen time while in COVID-19 isolation.

North Star will follow the latest CDC and American Academy of Pediatrics protocols to determine when it is appropriate for the COVID-19 positive patient to rejoin his cabin. Currently, that guidance states that children should be fever free for 72 hours and 10 days from the onset of their symptoms.

Health Center Procedures

North Star will be taking additional steps to disinfect and sanitize the health center this year:

- The health center will be mopped with antibacterial product every night.
- Doorknobs, handles, and other commonly touched areas will be wiped down with antibacterial product often.
- The health center will be cleaned and sanitized after every health check or after any contact with a sick patient.

- When a sick patient checks out of the health center, their area will be fully sanitized and bedding will be changed.

Cruiser Days

Village Cruiser Days where entire villages (Junior, Ridge, Villa) travel somewhere public like a waterpark or movie theater will be canceled this summer.

Trip Program

If camp is deemed to have been COVID-19 free after at least two weeks of quarantine, we hope to begin cabin camping trips. Our trip staff have scouted possible trip locations and campsites where North Star's campers and staff will be isolated from the public.

No public restrooms should be used at any time. Campers and staff can use the woods while on camping trips. Public picnic tables should be avoided if possible, but if use is necessary, the picnic table should be sanitized and wiped down prior to using.

As usual, campers will have a pre-camping trip health screen by our health center staff prior to trip departure. Any campers exhibiting COVID-19 like signs or symptoms will not be permitted to travel on camping trips.

Socials / Bi-Camp Competitions

All socials and bi-camp competitions are canceled for this summer.

Visitors / Camp Tours / Visiting Weekend

Unfortunately, to ensure we keep the camp quarantine "bubble" intact, visitors will not be permitted this summer. We will not be running any camp tours with prospective camp families. This also means that we have to unfortunately cancel visiting weekend for parents/guardians.

In lieu of having no visiting weekend, around mid-session we will be arranging FaceTime/Zoom calls on a sanitized device for all campers. Specific procedures will be communicated with parents at a later date.

Staff Time Off

As required by law, staff members will still be able to take one day and one night per week. However, in order to preserve the camp quarantine “bubble”, this year’s time off will be organized and coordinated by North Star to avoid interaction with anyone from the public. This may include use of the North Star owned farmhouse located on Murphy Blvd, coordinated events on camp property, or chaperoned trips to secluded areas off-camp property.

Camp Vehicles

All staff members must sanitize key areas of vehicles, UTVs, and golf carts before and after use.

Staff members should not ride together on vehicles where social distancing cannot be maintained.

Camp Deliveries

The only outside people who will be allowed into camp this summer are vendors who provide essential items to camp. These include UPS, FedEx, USPS, food deliveries, septic, propane, and our local laundry supplier.

Any package delivered to camp will be opened, sanitized, and disinfected prior to bringing them into any camp building.

Mail

Since COVID-19 has the potential to add more anxiety than normal to being away from home, we encourage parents to write to their camper early and often.

- ****New this summer!**** Parents can send their campers one-way emails via CampMinder. Emails will be delivered the next day during regular mail call.
- Emails can be sent by purchasing CampStamps through CampInTouch. Instructions will be sent at a later date.

Campers will still have Letter Writing Days twice a week.

Package Policy

Packages permitted are reading material (books, magazines, comics, newspapers.) Any other packages should be essential items only and need to be pre-approved by our office staff. We will allow birthday packages as well. As always, parents are not allowed to send food, candy, or electronics to their campers.

Upon arrival, all packages will be opened, sanitized and disinfected by office staff.

AFTER CAMP

While it will be exciting to welcome home campers and staff after camp, we strongly recommend that parents and guardians limit who interacts with returning camper or staff member for two weeks. This includes anyone in the aforementioned High Risk group and anyone over the age of 65 (sorry, grandparents!).

If your camper exhibits COVID-19 symptoms or tests positive within 14 days of returning home, please contact camp immediately so we can take appropriate measures to contact trace and inform other camp families as necessary.

RESOURCES

The following resources were used to compile this playbook:

[American Camp Association](#)

[Center for Disease Control and Prevention](#)

THANKS

Thank you for taking the threat of COVID-19 seriously.

Thank you for quarantining before camp.

Thank you for sharing the new policies and procedures with your campers and making sure they understand them.

Thank you for reading.

Chairs Up.