



Health Care Policy Stone ZooZooCamp

Daily Health Supervision

All camp counselors, education manager, and security staff are trained in first aid, CPR, and infection control. Camp staff will also have training pertaining to head injuries (105 CMR 430.091). Counselors keep a close eye on all campers and their condition throughout the day. If a camper feels ill we will assess the situation and depending on the severity involve other staff or call the parent/guardian. See the Medical/Injury Procedure for more details.

Stone Zoo ZooCamp will identify two Health Care Supervisors (one of who may or may not be the Camp Director), who will be specially trained in first aid, and at least have current certification in American Red Cross Standard First Aid, or its equivalent, as well as CPR. Two Health Care Supervisors will be present at the camp at all times.

All camp Counselors and the Camp Director will make an effort to reduce ultraviolet sun exposure for campers. The staff will encourage campers to bring and wear hats and sunscreen and limit time spent in direct sunlight (105 CMR 430.163). Camp counselors may assist with administering sunscreen to those campers aged 4 and under, who may not be able to administer it on their own. All campers aged 5 and over must administer sunscreen on their own. All camp Counselors and the Camp Director will also make an effort to reduce insect bites. The staff will encourage campers to bring and wear insect repellent to reduce insect bites. Staff will also encourage parents/guardians to assist with tick-checks after the camp day is over (105 CMR 430.159).

Emergency Procedures

In the event of a serious injury or emergency we will follow Zoo New England (ZNE) incident procedure. First aid will be provided, parents will be contacted and ambulance will be called if needed. ZNE works closely with local emergency services and have been able to reach the zoo in the matter of minutes during drills as well as real emergencies. The incident will be recorded on the 'Massachusetts Department of Public Health Community Sanitation Program Recreational Camp Injury Report Form,' and sent into the DPH within seven days of when the injury occurred.

1. In the event of an emergency or accident, the Zoo New England incident procedure is enacted.
2. The nearest staff person renders immediate aid to victim while using radio, voice, or other available staff person or camper to notify the Health Care Supervisor. Any staff person is free to call 911 if in his/her opinion the situation calls for immediate professional assistance.
3. The Security staff at Stone Zoo are also First Aid/CPR certified and work with the camp staff to assist in the event of an emergency.
4. The responding Health Care Supervisor assumes control of the situation, continues to render aid, and sends someone to call 911 (if this has not already been done) if in his/her opinion the circumstances warrant.
5. Parents are notified according to the phone numbers listed on the roster or camper's application form.
6. The camper is transported by EMS to local hospital.
7. If the parents or other identified guardians/relatives cannot be contacted, the Health Care Supervisor responding to the incident will go to the hospital with the child.

8. Health Care Supervisor will provide the hospital with the signed parental permission form to allow emergency medical aid.

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Emergency Telephone Numbers

1. Fire, Police, and Rescue/Ambulance at 911
2. Poison Control Center at 1-800-682-9211

Plan for the Care of Mildly Ill Campers

In the event of a minor and non-serious injury, First Aid will be provided to the camper by certified staff. Camp staff will fill out a 'ZooCamp Injury Notice' to give to the parent/guardian picking them up that day, detailing what the minor injury was, when, where, and why it happened. The injury will also be recorded in the spiral-bound Injury Notebook that is kept on file.

1. Staff is responsible for reporting any signs of illness to the Health Care Supervisor, who assesses each situation, and will refer to Standing Orders as needed.
2. The Health Care Supervisor will attempt to contact the parent/guardian to discuss the situation.
3. Over-the-counter medications authorized by the parent/guardian may be administered if he/she believes warranted.
4. If the Health Care Supervisor determines the child should be transported home or be seen by a physician (non-emergency), the parent/guardian should be contacted as soon as possible.
5. Any camper exhibiting signs of a communicable illness or food-borne illness will immediately be brought to the Animal Discovery Center for isolation, and parents will be notified for immediate pick-up.
6. Refer to section XXII for Covid-19 related information.

Procedures for Utilizing First Aid Equipment

ZooCamp's designated first aid area will be in the Camp Tent, and the Animal Discovery Center (ADC). The ADC an area of rest and isolation of campers who are feeling ill (105 CMR 430.161) as well as first aid supplies.

1. First Aid supplies can be found in the camp tent, in the Zoo Admin building, in the ADC, and in any of the staff buildings behind the scenes. First aid kits are maintained by Health Care Supervisor and shall meet American National Standards Institute Z308.1-2015 requirements including, at a minimum, one Class B Kit and one or more Class A Kits, as necessary. First Aid is administered by nearest staff person until the Health Care Supervisor reaches the scene.

Plan for Infection Control, Monitoring, and Isolation of Ill Children

1. Bathrooms, sinks, and water fountains will be cleaned and sanitized by the Zoo staff on a regular basis. Camp staff will monitor these areas and do simple cleaning as needed.
2. Personal protective practices are used with the campers and staff before eating, after using the bathroom, and after being on Zoo grounds and handling animals. This includes washing hands with soap and water as well as utilizing hand sanitizer where appropriate during animal encounters. These practices are mandatory for camp staff and required for campers.
3. All camp staff will learn about symptoms of communicable diseases and foodborne illnesses in orientation and training.
4. Any camper exhibiting signs of a communicable illness or food-borne illness will immediately be brought to the ADC, and parents will be notified for immediate pick-up.
5. All staff will be encouraged to monitor campers in their groups for signs of infection and/or sickness and to report finding to the Health Care Supervisor.

Procedures for the Clean-up of Bodily Fluids (including blood, vomit and feces)

1. Any staff person coming in contact with bodily fluids should wear Personal Protective Equipment (PPE) including disposable gloves, mask and gown/apron. This kit can be found in the ADC.
2. Paper towels should be used to soak up excess blood, vomit or feces, and disposed of in a leak-proof plastic bag. The area should be cleaned with detergent and warm water using a disposable cloth, and discarded into a leak-proof plastic bag. Area should be disinfected and wiped up again with a disposable cloth or paper towel.
3. All items used to clean including PPEs should be disposed of in a leak-proof plastic bag with a secure tie and placed in an appropriate closed container.
4. After removal of PPEs, hands should be washed.

Health Records

ZooCamp will maintain a health record for each camper that will include the following:

1. The camper's name, home address and telephone number of their parent/guardian.
2. A written authorization for emergency medical care signed by a parent or guardian.
3. The name, address and telephone numbers of the camper's health care provider, if any.
4. A written authorization to administer prescription and over-the-counter medication signed by a parent/guardian.
5. Copies of injury reports, if any, required by 105 CMR 430.154.
6. A certificate of immunization indicating compliance with 105 CMR 430.152(A), or appropriate statement of exemption from camper's health care provider.
7. Report of current medical history, listing allergies, medications and any health conditions as well physical examination within the last 2 years signed by their health care provider.
8. All medical records and logs shall be readily available to the Camp director, Health Care Supervisor, and Health Care Consultant.

Insect Repellent and Tick Checks/Removal

1. Insect repellent application by parent/guardian will be encouraged before or at drop-off. Repellent must be provided by the parent/guardian, and will only be applied during camp by staff or camper with parent/guardian permission. American Academy of Pediatrics recommends that insect repellent should be EPA-registered and contain no more than 30% DEET when used for children. Insect repellent should be applied AFTER sunscreen has been applied and dried. Campers will be reminded to wash hands after self-application.
2. Staff will encourage campers to wear long pants, tuck pants into socks and wear closed-toe shoes when venturing into potentially tick-infested areas.
3. Staff will encourage campers to do a tick check of exposed areas and clothing after returning from outdoor activity in potentially tick-infested areas. Staff will encourage campers and parents/guardians to do a full body check when home.
4. If a bite is suspected or a tick spotted, the Health Care Supervisor will call the parent/guardian. The Health Care Supervisor will remove a tick only with parent/guardian approval, and will follow CDC recommendations for tick removal as outlined in the Standing Orders.

Protection from the Sun Exposure and Application of Sunscreen

All ZooCamp staff will make an effort to reduce ultraviolet sun exposure for campers, and encourage campers to use wide brim hats, long sleeve shirts, long pants, protective sunscreen (ideally minimum SPF 15) and lip balm when out in the sun. Campers will take breaks from the sun and staff will remind the campers throughout the day to reapply sunscreen, especially after water and active games.

If a child forgets to bring sunscreen, ZooCamp will call the parent/guardian to drop-off sunscreen. If sunscreen cannot be provided, ZooCamp staff will provide sunscreen for the child with parent/guardian approval. The

parent will be notified and asked to provide sunscreen on the following days. ZooCamp staff will assist with the application of sunscreen, but campers will be responsible for putting on their own sunscreen. All parents/guardians will be asked to review and sign our sunscreen and sun exposure policy on the first day of camp, or during the time of registration.

Allergy Awareness

ZooCamp is not nut-free, but all staff will work to prevent cross-contamination by encouraging campers not to share any food and to only eat their food brought from home. All campers will also be encouraged to wash hands after eating. Campers with food allergies must have a written **Allergy and Anaphylaxis Emergency Action Plan (AAEAP)** ordered by their medical provider listing foods the camper is allergic to, the specific symptoms of their typical allergic reaction, and treatment (i.i. with an EpiPen). The Health Care Consultant will be provided with a list each week including campers and any allergies they may have. Staff members interacting with the child will be made aware of information contained in the child's AAEAP. In doing so, they will be able to recognize the symptoms of the child's reaction and respond with the appropriate treatment.

The Health Care Supervisor and all staff will be trained how to use an EpiPen. EpiPens will be stored at room temperature away from direct sunlight. These medications should be put in a plastic bag with the child's name on it and may be carried by the campers to self-administer when necessary. Epi-pens and inhalers are kept on the camper or with a counselor depending on age and guardian's request. CPR-certified staff may with the administration of an epi-pen with the camper's participation. If allergy exposure or anaphylaxis suspected, the AAEAP will be followed, 911 will be called, and ambulance will transport the camper to the nearest hospital. All staff will maintain an appropriate level of confidentiality and respect for the privacy of the camper.

Plan for Administering Medication (prescription and nonprescription).

A signed permission form from the parent/guardian must be on file before any medication is administered and all medication will be administered by the Health Care Supervisor who has received training by the Health Care Consultant. Exceptions to this rule are camper use of EpiPens and asthma inhalers. The Health Care Consultant shall acknowledge in writing a list of all medications administered at the camp.

All prescription meds must come in original containers, be clearly marked with the original pharmacy label, and be stored by the Health Supervisor in a locked container used exclusively for medication storage. This container will be located in the Zoo Admin Building. Exceptions to storage in the locked container include medicines for bee stings and allergies (EpiPen), and asthma (inhalers). These particular medications should be put in a plastic bag with the child's name on it and may be carried by the campers to self-administer when necessary.

Over the counter medicines provided by parents will be stored in the same manner as prescription medications. Over the counter meds must also be in original containers containing the original label, which shall include directions for use. When no longer needed, the medication will be returned to the parent/guardian of the campers. The Health Care Supervisor will document all medications given in the medical log. This documentation will be maintained for a minimum of 3 years.

Distribution of Health Care Policy

The ZooCamp Health Care Policy will be reviewed by all staff during orientation.

Parents will be given a copy of the health care policy pertaining to COVID-19, the care of mildly ill campers, administration of medication and the procedures for providing emergency health care. A complete copy of the policy may be given upon request.

COVID-19 Policies and Procedures

Visitors

Non-essential visitors, who are not vaccinated, (including parents or other individuals with no essential purpose for coming onsite) should be limited to the maximum extent possible. Essential visitors could include, for example, instructors, vendors, parents picking up children, LBOH/DPH, or accreditation members.

Social Distancing:

1. Camp staff will encourage social distancing (individuals no less than 3 feet apart) with campers by spacing where campers sit, eliminating games where there is physical contact, and posting signs around all camp areas as a reminder.
2. The number of campers attending camp each week will be decreased in order to maintain proper social distancing protocols when using our indoor shelter in case of thunder, lightning, or heavy rain.
3. Attendance will be capped at 15 campers per week for the 2021 season, and individual group size will be limited to 15 campers and 3 staff in a given space.
4. Campers will stay with their group cohort for the entirety of the camp day and will not mix with any other groups during the day.
5. The same staff will be assigned to the same group of children each day for the duration of the program session and at all times while in care.
6. Camp will be held in designated “camper areas” to limit interaction with other zoo guests, employees, and vendors at both the ZooCamp tent and the Animal Discovery Center classroom space.
7. ZooCamp’s Indoor Area is the Animal Discovery Center- holding 18 individuals including campers and staff.

Personal Protective Equipment (PPE) and Face Masks/Coverings:

1. All staff who are not fully vaccinated will be required to wear a face covering or mask at all times. All staff who are fully vaccinated will be required to wear a mask when indoors, or anytime they are unable to maintain 3 feet of distance between themselves and others.
2. Campers may go without a face covering or mask when they are outdoors and socially distancing. However, they will be required to do so when indoors or if unable to maintain 3 feet of distance from another individual when outdoors.
3. Campers may bring face coverings from home. Staff will have face covering or masks available for camper use if needed.
4. If a camper exhibits symptoms of illness during camp hours, they will be required to wear a face covering or mask at all times until picked up by parent/guardian.

Hygiene Protocols:

1. All staff and campers will be encouraged to frequently wash their hands at one of our bathroom locations at the Zoo.
2. Hand sanitizing stations (sanitizer with at least 60% alcohol) will be set up around the zoo and camp areas to be used until we can visit a handwashing station. ZooCamp must have written authorization for campers to use hand sanitizer.
3. Campers and staff will be required to wash or sanitize their hands upon entering ZooCamp premises, between activities, and there will be mandatory hand washing breaks before and after lunch. Staff will educate campers and reiterate to them frequently the importance of hand hygiene and will model this for campers.
4. After any trip outside of the “designated camper area” and any touching of commonly used surfaces, all staff and campers will be required to use hand sanitizer or wash their hands.

5. After the camp day, sanitization of all highly touched areas will be conducted. The director and staff will engage in this sanitization process. Camp hours will be reduced so staff can complete proper cleaning.

Daily Health Screening:

1. Checking for symptoms each morning by families and caregivers is critical and will serve as the primary screening mechanism for COVID-19 symptoms, and families should not send their children to camp if they exhibit COVID-19 symptoms.
2. If a camper has experienced any symptom associated with COVID-19 in the previous 24 hours or has had close contact with a COVID-19 positive individual in the past 14 days, the child will not be permitted to join camp for that week. Parents must also consult their pediatrician about possible evaluation and/or COVID-19 testing.
3. Staff will make visual inspection of campers for signs of illness including the following: flushed cheeks, rapid breathing, difficulty breathing (without physical activity), fatigue or extreme fussiness. If any of these symptoms are identified, that camper will not be permitted into camp. If deemed emergent, 911 must be contacted immediately.
4. Staff will actively monitor children throughout the day for symptoms of any kind.

Campers exhibiting symptoms at Camp:

1. If a camper (or staff member) begins to exhibit any of the symptoms of COVID-19 listed above, they will immediately be required to don a face covering or mask, and will be brought to the ADC for isolation.
2. Staff will contact parent/guardian/emergency contact to pick up camper as soon as possible.

Sign in/out Protocols

1. Parents/guardians will be encouraged to use the same vehicle and same member of the household for drop-off/pick-up. Drop-off will be scheduled during a 15 minute time block (8:45-9:00am). During this time, parents/guardians will wait at the cones set up outside of the camp area to drop-off their camper.
2. Parents/guardians will be given their own clipboards every week. When ready, parents will approach the camp table and sign in their camper, and drop off their health screening form for the day. This will be done until all campers are accounted for.
3. Pick-Up will be scheduled from 3:00-3:15pm. Parents/guardians will wait by the camp cones until it is their turn to sign out their camper. Staff will check photo ID before releasing camper. If needed, staff will also hand over daily screening report to the parent/guardian.

Staffing and Operations

1. As a part of our pre-camp training, all Camp Counselors and summer staff for the Education Department will be trained on social distancing, hygiene, and disinfecting policies.
2. All unvaccinated staff will be required to follow Zoo New England's "Employee Temperature and Self-Monitoring Policy." In short, all employees will be required to take their temperature daily before reporting to work. If any staff show signs of a fever with their body temperature being over 100 degrees F, they will not be permitted to come to work until they are fever-free for 3 days without the use of fever-reducing drugs, and have quarantined at home for at least 10 days. If this situation does arise, other staff in the Education Department will fill in so proper ratios can be maintained.
3. If staff exhibits any sign of a respiratory illness, they will not be permitted to work until symptom free for at least 24 hours and after consultation with their medical provider.
4. If ill, staff must seek advice from their medical provider about possible evaluation and/or COVID-19 testing.

Cleaning and Disinfecting

Cleaning will take place in the morning and afternoons of each camp day 8:00-8:45am and 3:15-4:00pm (Monday-Friday). The director and camp staff will be assigned to a different area each week. When in camp areas, items to be disinfected include:

- Chairs and tables. These objects will be disinfected with a food-safe disinfectant like baby wipes or Lysol wipes.
- Any items that were used in a game or activity (examples include biofacts, toys, or other materials)
 - All parent clipboards and pens
 - Arts and Craft bins – each camper will be given their own bin with their own arts and craft materials that will be used throughout the week (items include scissors, markers, crayons, glue sticks, and pencils) These will be disinfected each Friday so they are ready for the following week.
 - Doorknobs and door handles
 - Light switches
 - And all other commonly touched surfaces

All cleaning products will be stored out of the reach of campers, but within reach of counselors to use in all of the camp areas including:

- The ADC (they will be stored in the locked storage closet)
- The Maple Glenn Tent (they will be stored in 'Santa's Castle')

If child or staff contracts COVID-19 or has an exposure:

1. Campers or staff who are COVID-19 positive or symptomatic and presumed to have COVID-19 must not return to camp until they have met the criteria for discontinuing home isolation and have consulted with their health care provider.
2. In the event that ZooCamp experiences an exposure, ZooCamp will notify the following parties. (1) Staff and families but maintain confidentiality of the ill individual. (2) Massachusetts DPH (3) the local Board of Health and (4) the Health Care Consultant.
3. If a child or staff has been exposed to COVID-19, regardless of whether the individual has symptoms or not, the child or staff must not be permitted to enter the program space and must be sent home.
4. Exposed individuals will be directed to stay home for at least 14 days after the last day of contact with the person who is sick. ZooCamp will consult with the MA DPH for guidance on quarantine for other children and staff and for any additional precautions
5. If an exposed child or staff subsequently tests positive or their doctor says they have confirmed or probable COVID-19, they must be directed to stay home for a minimum of 10 days from the 1st day of symptoms appearing AND be fever-free for 72 hours without fever reducing medications AND experience significant improvements in symptoms.
6. If a child's or staff's household member tests positive for COVID-19, the child or staff must self-quarantine for 14 days after the last time they could have been exposed.