

City of Santa Barbara Parks & Recreation Department

Guidance for Summer Programming: In response to COVID 19

Updated June 10, 2020

The following guidance was developed by the City of Santa Barbara, Parks and Recreation Department.

AUDIENCE

Administrators and directors of child care programs and summer day camps.

PURPOSE

To help summer programs and their partners understand new requirements and recommendations to prevent spread of COVID-19 and safely run their programs.

BACKGROUND

Programs for children and youth face specific challenges in preventing the spread of COVID-19. Behaviors needed to prevent spread of COVID-19, including staying 6 feet apart, wearing face coverings, and practicing good hygiene are often impractical for young children. The sheer number of interactions between overlapping groups of children and staff in summer day camps creates a risk of citywide spread of COVID-19 infection. This guidance sets out recommendations to minimize those risks, and to protect children, youth and staff from COVID-19.

When can child care programs and summer day camps open?

Child care programs may expand enrollment to all children on June 15, 2020.

Summer day camps for children and youth may open for all children on June 22, 2020.

Requirements for child care programs and summer day camps

This guidance covers general principles and strategies to decrease the risk of COVID-19.

Keep children and youth in the same small group.

Limit group's interaction with each other.

This will decrease the chance of COVID-19 being introduced into a child's immediate circle at the program.

Limit group size. Maintain required staffing ratios to ensure safety:

- Limit group size to 10 children per room or space, per California Department of Social Service's Community Care Licensing Division (CCLD)
- Follow state-required adult-child ratios for staffing, on page 3 of CDSS'S "Social and Physical Distancing Guidance and Healthy Practices for Child Care Facilities in Response to COVID-19 at https://cdss.ca.gov/Portals/9/CCLD/PINs/2020/CCP/PIN_20-06-CCP.pdf
- Summer day camps should:
 - Limit group size to 10 children or youth per room or space, per Santa Barbara Health Order.
 - Have a minimum of 1 staff persons per group.
 - Junior Counselors are not included in the maximum number of children per group and will be assigned to assist staff with camp activities.

- Staff who have symptoms of COVID-19, who are exposed to COVID-19, or who have a positive COVID-19 test result should not report to work, and may not be able to return to work for anywhere from a day to over 14 days, depending on the situation. The staff must have clearance from a health care provider to return to work.
- Children who have symptoms of COVID-19, who are exposed to COVID-19, or who have a positive COVID-19 test result may not be able to participate or return to the program for anywhere from a day to over 14 days, depending on the situation. The child must have clearance from a health care provider to return to the program. Should the child not be able to return to the program, a prorated refund will be issued for days that the child was not able to attend the program.

Keep children, youth and staff in the same group. Limit interactions between groups:

- Keep children and youth with the same group each day.
 - Assign children and youth from the same family to the same group, if possible.
 - Children and youth attending a summer day camp should stay with their same group for the entire session.
 - Child care programs and summer day camps are allowed to move children or youth from one group or another when a change is needed for a child or youth's overall safety and wellness.
- Keep staff with the same group each day. Do not move staff from one group to another, if possible.
- If a program has more than one group of children or youth,
 - Interaction with other groups within the program will be limited.
 - Each group must be in a separate room or space.
- For large indoor spaces like gymnasiums or auditoriums, more than one group may use the space if
 - The space has at least 144 square feet (12' x 12') per child or youth, or about 1450 square feet for a group of 10. City of Santa Barbara facilities that meet this criteria are:
 - Carrillo Recreation Center
 - Carrillo Street Gym
 - Casa Las Palmas
 - Chase Palm Park Center
 - Louise Lowry Davis Center
 - Cabrillo Arts Pavilion
 - The designated areas for each group are clearly marked, and separated by a 10-12 feet "no-go" buffer zone that neither group uses.
 - The space can be adequately ventilated, for example, by opening windows or doors.
 - Both groups are from the same camp or child care program.

When choosing activities that will take place in the shared space, consider the potential to create respiratory droplets or aerosols, and try to do higher-risk activities outdoors. For example, group singing or a vigorous game of basketball that involve shouting across the court is higher risk than a quiet, sedentary activity.

Wear face masks and cloth face coverings:

- A cloth face covering or gaiter will be provided on the first day of camp. If lost, families will be asked to bring their own face covering. Face coverings must be sterilized daily in preparation for the next day of camp
- Adult staff and Junior Counselors should wear face masks or cloth face coverings during the following: interacting with others outside of their groups, check-in/out, indoor activities, while being transported, and in a multi-group briefing.
- Family members and caregivers waiting outside to drop-off or pick-up children should wear face masks or face coverings at all times.
- Participants are encouraged to wear face coverings during the following: check-in/out, indoor activities, while being transported, and in a multi-group briefing.

Screen children, youth and staff for symptoms of COVID-19 when they arrive:

- Ask staff, parents/caregivers, and youth about possible symptoms of COVID-19 when they arrive.
- CDC also recommends that child care programs either take children's temperatures with a thermometer upon arrival
 - Per CDSS, only child care programs that use a “non-touch” (infrared) thermometer should take children's temperature upon arrival. If programs use a thermometer that touches the child (under the tongue or arm, forehead, etc.), staff should only check temperatures if they suspect a fever. SBDPH also recommends “non-touch” thermometers for screening.
- Staff with symptoms or a fever should leave work immediately, inform their supervisor, and call their primary care provider.
- Children with symptoms or a fever should be sent home.

Asking about symptoms:

- Stand at least 6 feet away from the person being screened.
- Ask the staff, youth or child's parent/guardian to confirm that the child or youth does not have fever, shortness of breath or cough.
- Look at the child or youth. Look for signs of illness like flushed cheeks, rapid breathing or difficulty breathing, fatigue, or extreme fussiness.
- CDC does not recommend using personal protective equipment (PPE) if staff stay 6 feet away from the child and family during screening.

Checking the child's temperature:

Upon Check-in each child will be checked for COVID-19 symptoms.

The temperature does not need to be checked on children without symptoms.

- When staff are checking the temperatures with a no-touch thermometer, follow the steps below.
 - Wash hands or use hand sanitizer, then put on clean disposable gloves.
 - Stand behind a physical barrier, such as a glass or plastic window or partition that

can serve to protect the staff member's face and mucous membranes from respiratory droplets that may be produced if the child being screened sneezes, coughs, or talks.

- Staff who do not have a physical barrier will need personal protective equipment (PPE), including facemask, gloves, and gown, when taking temperatures. Staff must be trained on how to safely put on and remove PPE. Programs that wish to pursue this method should refer to CDC's "Guidance for Child Care Programs that Remain Open", at <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/guidance-for-childcare.html>
- Check the child's temperature, reaching around the partition or through the window. Make sure your face stays behind the barrier at all times during the screening.
- If you did not touch the child, you do not need to change gloves before the next check.
- After removing gloves, wash your hands again.
- A passing temperature will be ≥ 100.4 . If participant exceeds passing temperature they will be asked to sit aside for 5-10 minutes until another test can be done to verify an accurate reading.
- Children, youth and staff who pass the screening should wash their hands with soap and water or clean their hands with hand sanitizer before they enter the building or program.

Further measures to prevent the spread of COVID 19

Social distancing strategies

Limit the mixing of children and youth:

- Stagger playground time and other activities so no two groups are in the same place at the same time.
- Keep groups separate for special activities such as art, music, and exercising.
- Consider staggering meal/snack times. Considering having staff eat at separate times, so that they do not remove their face coverings at that same time as children, youth or other staff.
- Encourage individual activities like painting, crafts, and building with blocks, and other materials.
- Space children as far apart as possible, ideally at least 6 feet apart, for individual activities and especially during meals and snacks, when face coverings are removed.
- Involve children in developing social distancing plans, using chalk and materials like hula-hoops and yarn to create personal space areas.
- Do as many activities outside as possible.
 - Consider eating snacks and meals outside, since this is a time when children must remove their masks.
 - Create field games or outdoor activities that provide wider spacing opportunities.
 - Sports with shared equipment or physical contact, like soccer, basketball, baseball, softball, and tennis may be played, but only within the same stable group of up to 10 children and youth. Clean equipment at least once a day.

- Cancel or postpone special events that involve parents and families, such as festivals, holiday events, and special performances.
- Do not hold gatherings like campfires, sing-alongs, and other activities that bring large groups of children together, even if held outdoors.

Limit staff contact with families at drop-off and pick-up:

- Recommend that family members and caregivers wear face masks or cloth face coverings when dropping off or picking up children, and at all times inside the childcare facility.
- Staff should remain 6 feet apart from parents and caregivers.
- Stagger arrival and drop-off times to limit contact between families, if possible.
- Have staff greet children outside as they arrive. If the child care program or camp requires children or youth to sign-in, place sign in stations outside, and provide sanitary wipes to clean pens between uses.
- Consider curbside drop-off and pick-up, where staff come outside the facility to pick up the children as they arrive, and bring children outside to be picked up.
- Ideally, the same family member or designated person should drop off and pick up the child every day. Discourage grandparents and other older relatives from picking up children, if they are over 60 years old, since they are more at risk for serious illness.

Promote handwashing and good hygiene:

- Encourage children, youth, and staff to wash their hands often with soap and water for at least 20 seconds or with hand sanitizer, especially before eating, after going to the bathroom, or after wiping their nose, coughing, or sneezing.
- Set up hand hygiene stations near the entrance for children, youth and staff to use immediately after they arrive. Keep hand sanitizer out of the reach of young children, and supervise use.
- Educate children, youth and staff about basic measures to prevent the spread of infection, including covering one’s coughs and sneezes and washing hands frequently.
- Involve children and youth in making signs to remind people to wash their hands, cover coughs and sneezes, and stay 6 feet apart.

Clean and disinfect frequently touched surfaces, toys, and other objects.

[Caring for Our Children \(CFOC\)](#) sets national policy for cleaning, sanitizing and disinfection of educational facilities for children.

Intensify cleaning and disinfection efforts:

- Establish a schedule for cleaning and disinfecting. Facilities used for camp activities will receive a full custodial cleaning and re-set each night.
- Routinely clean, sanitize, and disinfect surfaces and objects that are frequently touched, especially toys and games. This may include doorknobs, light switches, room sink handles, countertops, desks, chairs, cubbies, and playground structures.
- If surfaces are visibly dirty, clean them using detergent or soap and water before disinfecting them.

- Use cleaning products according to the directions on the label. Most household disinfectants are effective. To see if a disinfectant is on the EPA's list of products that are effective against coronavirus, go to <https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2>. Follow the manufacturer's instructions for concentration, application method, and contact time for all cleaning and disinfection products. **For bleach solution mix at: 4 teaspoons bleach per quart of room temperature water.**
- Provide EPA-registered disposable wipes to staff members, if possible, to wipe down commonly used surfaces such as keyboards, desks, and remote controls before use. If wipes are not available, refer to CDC's guidance on disinfection for community settings at <https://www.cdc.gov/mrsa/community/environment/>.
- Keep all cleaning materials secure and out of reach of children.
- Ensure that there is adequate ventilation when using these products to keep children and staff from inhaling toxic fumes.
- Refer to CDC's, "Cleaning and Disinfecting Your Facility" at <https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html>

Clean and Sanitize Toys:

- Do not use toys that cannot be cleaned and sanitized.
- Set aside toys that children have put in their mouths or that are otherwise contaminated by body secretions or excretions. Clean them by hand while wearing gloves. Clean first with water and detergent, rinse, then sanitize with an EPA-registered disinfectant, and air-dry.
- Set aside toys that need to be cleaned. Place in a dish pan with soapy water or in a separate container marked for "soiled toys." Keep dish pan out of reach from children to prevent risk of drowning.
- Do not share toys between groups of children and youth. Wash and sanitize toys before moving them from one group to another.
- Machine-washable cloth toys should be used by one child at a time, or not be used at all.
- Books and other paper-based materials like mail or envelopes, do not need additional cleaning or disinfection.

What to do if a child, youth, or staff is exposed to or has COVID-19

What are the procedures for if a child or staff has COVID-19 related symptoms at camp?

Child:

- Provide support and help cover basic needs
- Limit contact with child
- Give child a face mask and gloves
- Call parents immediately for pick-up
- Investigate contact tracing/history
- Clean and disinfect area that child used
- Communicate with parents and staff if it becomes a confirmed COVID-19 case

Employee:

- Provide support and help cover basic needs
- Limit contact with employee
- Ensure employee is wearing face mask and gloves
- Investigate contact tracing/history
- Send employee home immediately
- Clean and disinfect area that employee used
- Communicate with parents and staff if it becomes a confirmed COVID-19 case

Will a child care or summer day camp need to close if the family member or household member of a child or staff member has COVID-19?

The child care or summer program is typically considered low-risk, and closures are not usually recommended. However, the program should not allow the child or staff to return for 14 days after their last close contact with the person in their household.

What should child care or summer day camp do if a child, youth or staff has COVID-19 infection confirmed by a positive COVID-19 test?

1. **Close the facility for 2-5 days.** This short-term closure allows time to safely clean and disinfect the building, and for the local health officials to determine appropriate next steps.
2. **Communicate with staff, parents, and students.** Maintain the confidentiality of the child, youth, or staff member with COVID-19 as required by the Americans with Disabilities Act, the Family Education Rights and Privacy Act, and possibly HIPAA.
3. **Clean and disinfect thoroughly.** Refer to the section titled “Cleaning and disinfecting your building or facility if someone is sick” at CDC’s Cleaning and Disinfection webpage, at <https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html>
4. **Work with SBDPH to determine when the childcare or camp can re-open.** Determine when staff can return, and what additional steps are needed for children and youth to return.

If I have additional questions who can I call?

- Parks and Recreation Administrative Office: 805-564-5418
- Youth Activities Office: 805-564-5495
- Aquatics Office: 805-897-2680
- Sports Office: 805-564-5422
- Active Adults Office: 805-897-2519

Additional Resources

Stay informed. Information is changing rapidly. Useful information can be found at:

- Santa Barbara County Public Health Department (SBCPHD)
 - What to do if Someone at the Workplace Tested Positive for COVID-19 <https://www.sfcddcp.org/covid19> under Businesses and Employers.
 - Leaving Isolation or Returning to Work for Those Who Have Confirmed or Suspected COVID-19 <https://www.sfcddcp.org/covid19/rtw>
- California Department of Public Health (CDPH)
 - <https://www.cdph.ca.gov/programs/cid/dcdc/pages/immunization/ncov2019.aspx>
- California Department of Social Services
 - <https://www.cdss.ca.gov/inforesources/child-care-licensing>
 - PIN #20-06-CCP: Social and Physical Distancing Guidance and Healthy Practices for Child Care Facilities in Response to the Global Coronavirus (COVID-19) Pandemic, 4/7/2020 https://cdss.ca.gov/Portals/9/CCLD/PINs/2020/CCP/PIN_20-06-CCP.pdf
- Centers for Disease Control and Prevention (CDC)
 - Guidance for Schools and Childcare: <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/index.html>
 - CDC Youth Programs and Camps Decision Tree to assist directors and administrators in making (re)opening decisions during the COVID-19 pandemic <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/Camps-Decision-Tree.pdf>
 - Cleaning and Disinfection <https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html>