



## 2020 SUMMER RECREATION CAMP PROGRAM INFORMATION AND REGISTRATION PACKET Children Entering 1<sup>st</sup> - 7<sup>th</sup> Grades In September 2020



In Village Park

- Camp available in four, one week sessions starting July 27 and ending August 21
- CAMP FEES ARE \$125 per person, per week
- All Weeks will be AM (8:30am-11:30am) OR PM (12:30pm-3:30pm)
- We will have three groups: 1-2, 3-4, and 5-7 and will remain separated throughout the day
- Registration fees are NON-REFUNDABLE
- Maximum of 12 campers per staff, spaces filled first come, first served
- Camp available to CRANBURY RESIDENTS ONLY

## **Camp Information**

**COVID-19 POLICY** – Please read the COVID-19 Policy prior to registering for camp. These policies will be strictly adhered to. Parents/guardians must submit the COVID-19 waiver form with the registration information

Please take time to read all information provided. If you have any additional questions, call the Recreation Office at 609-664-3140.

Camp will be held outdoors at Village Park, using 20x30 tents, portable wash stations and portable toilets. This summer, the camp will be open to CRANBURY RESIDENTS ONLY.

### **HOW TO REGISTER**

- Only one registration packet per student is needed.
- You can mail in the Registration Form or drop off at the Town Hall drop box.
- Checks should be made out to “Cranbury Recreation” (Any registration received without payment will be returned)
- PROGRAM CAPACITY - is limited to the first 12 registered children per age group per week. Anyone registering after capacity is met will be placed on a waiting list.
- MEDICAL FORM - Each participant MUST complete and submit a Personal Health & Medical Record form prior to the start of camp or your child WILL NOT be permitted in camp.
- COVID-19 PARENT WAIVER – Each participant MUST read the COVID-19 Policy and complete and submit at COVID-19 Waiver form prior to the start of camp or your child WILL NOT be permitted in camp.

### **ONE WEEK SESSION REGISTRATION (NEW)**

We will be offering four, one week camp sessions starting July 27 and ending August 21. All weeks will have an AM (8:30-11:30) and PM (12:30-3:30) session.

### **REFUND POLICY**

~~ No refunds will be issued for any camp session ~~

### **RETURNED CHECK POLICY**

There will be a penalty fee of \$20 for each returned check by the bank for insufficient funds. To maintain registration in the program, payment must be made in cash to the Recreation Dept. in the amount of the returned check. Individuals who are penalized once for a returned check will be required to make all future payments for programs in cash.

### **FINANCIAL ASSISTANCE**

Those individuals seeking financial assistance should contact the Recreation Office prior to registration.

### **WHAT TO BRING TO CAMP**

The Recreation Department will be sending out a list of items that each camper will need to bring to camp. Some of the items will include hand sanitizer, arts and crafts supplies (crayons and pencils), masks, etc. A full list will be emailed the week prior to the start of the camp week you are registered for.

## 2020 SUMMER DAY CAMP REGISTRATION APPLICATION

Child's Name \_\_\_\_\_ Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_

Sex: \_\_\_\_ Age: \_\_\_\_ Grade Entering In September 2020: \_\_\_\_ (Grades 1-7only)

Street Address: \_\_\_\_\_

City

State

Zip

Home Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

### **Session Enrollment**

Please check the appropriate session you are registering for.

#### **SESSION**

#### **AM (8:30-11:30)**

#### **PM (12:30-3:30)**

Week 1 (July 27-31) \$125 \_\_\_\_\_ OR\*\* \$125 \_\_\_\_\_

Week 2 (August 3-7) \$125 \_\_\_\_\_ OR\*\* \$125 \_\_\_\_\_

Week 3 (August 10-14) \$125 \_\_\_\_\_ OR\*\* \$125 \_\_\_\_\_

Week 4 (August 17-21) \$125 \_\_\_\_\_ OR\*\* \$125 \_\_\_\_\_

**\*\*NOTE: You may only register for AM or PM, not both, to give the most number of children the opportunity to go to camp.**

**Refund Policy:** I have read the Refund Policy on the previous page and fully understand this policy. I am aware that absolutely no refunds will be issued.

\_\_\_\_\_  
Signature of Parent or Guardian of Participant

\_\_\_\_\_  
Date

Mail or drop this form off in drop box at Town Hall with payment to:  
Cranbury Recreation, 23A North Main Street, Cranbury, NJ 08512

# CRANBURY SUMMER CAMP

## PERSONAL HEALTH AND MEDICAL RECORD FORM

**If your child is registering for multiple sessions, you only need to complete this form once**

This form is to be completed by the parent or guardian of the camper. The information requested will be kept on file at the camp in case of an emergency, accident or illness. This completed form must be returned to the Recreation Office prior to the start of the camp session enrolled in. No camper will be permitted to enter camp without the completed form being received in the Recreation Office.

Please do not take form to camp - mail to or drop off at the Recreation Office.

PLEASE PRINT OR TYPE:

Camper's Name \_\_\_\_\_ Grade: \_\_\_\_\_  
Last First (as of Sept. 2020)

Sex \_\_\_\_\_ M \_\_\_\_\_ F Date of Birth \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
Month Day Year

Address \_\_\_\_\_  
Street Town Zip

Home Phone \_\_\_\_\_ E-mail \_\_\_\_\_

Father's Name \_\_\_\_\_ Work/Cell Phone \_\_\_\_\_

Mother's Name \_\_\_\_\_ Work/Cell Phone \_\_\_\_\_

Camper's Physician \_\_\_\_\_ Physician's Phone \_\_\_\_\_

Physician's Address \_\_\_\_\_

Emergency Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

**NOTE: Please no answering machine telephone #'s. Contact person should be someone other than the parents who can be reached in an emergency and can take care of the child if he or she becomes ill during a camp day.**

List any health related problems or concerns your child may have that the camp staff should be aware of: \_\_\_\_\_

Are there any restrictions on any activity? If yes, please explain \_\_\_\_\_

### **PICK UP AUTHORIZATION:**

My child will be picked up by: \_\_\_\_\_  
or Name/Relationship Phone #  
My child will walk home: \_\_\_\_\_

PARENT/GUARDIAN AUTHORIZATION To the best of my knowledge, information recorded above is correct and complete. I give my permission for my child to participate in all camp activities, except as specifically noted herein. In the event that I cannot be reached in an emergency, I hereby give permission to the closest Hospital to administer emergency treatment, and to order injection, anesthesia or surgery for my child. I further give my permission to release any information to the closest Hospital in order for treatment of my child. If there is a change in the above information, I will notify the Recreation Office promptly in writing.

Signature of Parent or Guardian \_\_\_\_\_ Date: \_\_\_\_\_

COVID-19 Cranbury Summer Recreation Policies For Campers, Staff & Families  
CSRC=Cranbury Summer Recreation Camp

This COVID - 19 Operational Plan is developed pursuant to N.J. Executive Order 149 which allows for opening of Youth Summer Camps effective July 6, 2020. The plan includes written policies and procedures which must be adhered to in addition to all other regulations issued by the N.J. State Department of Health and guidance provided by the Middlesex County Office of Health Services.

**Pre-Camp Training for Staff and Participants**

Cranbury Recreation will conduct on-line training for staff and camper/families which will include updates on the basic principles of emergency first aid, blood borne pathogens, infection control, hand washing practices, personal protective equipment (PPE) and COVID-19 signs and symptoms. At all times, staff will cooperate with state and local health officials should any situations arise that require investigation or follow-up.

**DAILY TEMPERATURE TAKING**

Adults must take the campers temperature at home before they leave for camp. If the camper's temperature is above 100.4, do not bring them to camp.

At designated entry points, campers and staff will be screened for fever or signs of COVID – 19 illness prior being permitted to enter the camp or participate in camp programming. Symptoms related to COVID - 19 include:

- 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

If a temperature is recorded at any time above 100.4, the camper or staff member will not be admitted to camp. If symptoms are noticed during the camp day, the camper or staff will be isolated and removed and must be picked up immediately from CSRC. Instances will immediately be reported to the Communicable Disease Services and the Middlesex County Office of Health Services.

**FACE COVERING**

Staff and campers will be asked to wear cloth face coverings that completely cover the nose and mouth during check in and dismissal. Staff and campers will also be required to wear cloth face coverings when social distancing of 6 feet between individuals and/or assigned groups cannot be maintained, except where doing so would inhibit that individual's health. Staff and campers will not be required to wear masks when social distancing is being adhered to.

## **Infection Control Strategies**

CSRC management shall implement the following prevention and mitigation strategies to slow and limit COVID - 19 exposure and spread:

1. Require staggering drop off and pick up times to avoid large groups from congregating in one location. When campers are dropped off, parents and children must remain at a minimum of 6 feet from others at all times.
2. Communicate and educate staff, parents, and campers in COVID - 19 safety measures including:
  - Staying home when ill
  - Proper hand hygiene and respiratory etiquette
  - Wearing face coverings
  - Avoiding touching your face as much as possible
  - Reporting illnesses and symptoms to the Camp Director or other staff member at the camp immediately

## **Social Distancing & Other Infection Control Methods**

1. Face coverings are to be worn by campers and are most essential in times when physical distancing is difficult to maintain.
2. Handwash and hand sanitizer stations will be provided in areas around the camp, and hand sanitizer will be provided to staff for their use and to share with campers.
3. Staff will implement enhanced cleaning and disinfection procedures using EPA approved disinfectants and following CDC guidance.
4. Campers will be discouraged from sharing of items that are difficult to clean, sanitize, or disinfect.
5. Infection control procedures will be instituted for areas around the camp, including entrances, dining areas, restrooms, and other areas prone to congregation.
6. There will be a limit on any non-essential visitors, volunteers, and activities involving external groups or organizations.
  - a. Visitors shall be required to wear cloth face coverings while visiting the youth camp unless doing so would inhibit the individual's health. If a visitor refuses to wear a cloth face covering for non-medical reasons and if such covering cannot be provided to the individual at the point of entry, the visitor will be denied entry.
  - b. Group events, gatherings, or meetings where social distancing of at least 6 feet between people cannot be maintained will be avoided. Group size will be limited to the extent possible.
  - c. Field trips and special performances will not be permitted. If the camp becomes aware that an individual tests positive for COVID - 19, we will immediately notify staff and families of a confirmed case while maintaining confidentiality.
7. Actions to take in response to individuals exhibiting signs and symptoms of COVID - 19 (e.g. fever, cough, shortness of breath) while on-site:
  - a. Immediately separate the ill person from the well people until the ill person can leave the camp. The caregiver attending to the ill camper and the camper should wear a face covering and maintain social distancing within the care area.
  - b. Staff members will be sent home and advised on next steps by the Camp Director.
8. Individuals with Suspected or Confirmed COVID-19:
  - a. Individuals (e.g., children, care providers, or staff) who have symptoms consistent with COVID19, will be sent home or denied entry. Refer to the isolation and quarantine chart below to determine when they may return.
  - b. COVID-19 symptoms include cough, shortness of breath or difficulty breathing, fever (100.4° F or higher), chills, muscle pain, sore throat, new loss of taste or smell, or other signs of new illness that are not related to a preexisting condition (such as seasonal allergies).

- c. A suspected case is a person who shows symptoms of COVID-19 but has not yet been tested or is waiting for test results. A confirmed case is a person (with or without symptoms) who received a positive result from a COVID-19 laboratory test.

9. Isolation & Quarantine - timetable for return to camp facilities:

The following provides information on isolation and quarantine and when individuals may return to childcare facilities.

a. Individuals who have symptoms of COVID-19 AND

- have tested positive (by PCR, rapid molecular or antigen testing) OR
- have not been tested (i.e. monitoring for symptoms at home)

Should stay home and away from others until:

- i. At least 10 days have passed since their symptoms first appeared AND
- ii. They have had no fever for at least 72 hours (three full days without the use of medicine that reduces fever) AND
- iii. Other symptoms have improved (for example, symptoms of cough or shortness of breath have improved)

b. Individuals who have NO symptoms and have tested positive should stay home and away from others until:

- i. 10 days have passed from the collection date of their positive COVID-19 diagnostic test AND they have not developed symptoms.

c. Individuals who have symptoms and have tested negative should stay home and away from others until:

- i. 72 hours after their fever has ended without the use of fever reducing medications and other symptoms improve.

\*Close contact is defined as being within 6 feet for at least a period of 10 minutes.

\*\*Siblings and household members should also remain at home for 14 days.

d. If a suspected or confirmed case of COVID-19 infection occurs in one defined group within the center, the ill person will be sent home.

- I. Other staff and children in the group would be considered close contacts of that case and must be quarantined in their homes for 14 days.
- II. Parents/guardians and staff facility-wide will be informed of the situation.
- III. The CDC guidance for cleaning and disinfection should be followed.
- IV. Other groups within the childcare facility can continue to function, with daily and vigilant screening for illness occurring and social distancing and personal and environmental hygiene measures strictly adhered to.
- V. If suspected or confirmed cases occur in multiple groups within the facility, then all childcare operations within the facility need to be suspended.

10. Should a staff member or camper test positive for COVID - 19, the Middlesex County Office of Health Services will be contacted immediately as well as the NJ Department of Health and, in addition, response will include the following:

- a. Establishment of an isolation space.

- b. Adequate amount of personal protective equipment (PPE) will be made available, accessible, and provided for use.
- c. The Camp Director shall contact Middlesex County Office of Health Services and the State Health Department Youth Camp Safety Project for guidance. The appropriate State or Local Health official will provide direction if a camp closure is warranted, following the identification of positive case(s) at the camp. The duration of closure may be dependent on staffing levels, outbreak levels in the community and the number of close contacts the camper had. Staff and children are discouraged from attending another facility if the camp is closed.
- d. Staff will assist the Camp Director in identifying close contacts of positive COVID - 19 cases. This should be done in conjunction with the Middlesex County Office of Health Services.
- e. Staff will close off areas used by a sick person and not use these areas until after cleaning and disinfecting them (for outdoor areas, this includes surfaces or shared objects in the area, if applicable).
- f. To reduce the risk of exposure, we will wait at least 24 hours before cleaning and disinfecting. If 24 hours is not feasible, we will wait as long as possible.

11. Actions to take on returning a staff or camper after COVID - 19 Diagnosis or Exposure

- a. Close contacts and/or sick staff members or campers should not return to camp until they have met CDC's criteria to discontinue home isolation.

#### **IV. Protocols for Camp Facilities**

- A. All camp programs will be held outdoors. Staff will arrange staggering of activities to minimize intermingling between groups of campers. Physical barriers will be provided where necessary and social distancing of 6 feet will be maintained as well as frequent handwashing.
- B. Policy and procedures for cleaning and disinfection: Routine daily cleaning and disinfection prior to camp opening and as much as possible of common surfaces such as shared equipment (staggered use,) benches, tables, seats and bathrooms. This also includes disinfecting of all shared objects, equipment, supplies, etc. using an approved sanitizer as outline by the CDC.
- C. Signage will be posted promoting show social distancing, handwashing, face coverings, and other prevention methods.

#### **V. Attendance Requirements**

- A. Ensure, to the maximum extent possible, that groups include the same group of children each day and that the same staff remain with the same group of children each day. Ideally, groupings developed on the first day will remain intact throughout the duration of the camp session or season whichever is longer.
- B. Camp staff should minimize camper movement between groups. Groups shall stay together and if interactions with other groups occur, social distancing must be maintained between groups.
- C. Staff and campers must social distance and wear face covering especially when social distancing cannot be maintained.



- D. Proper Staff ratios for campers must be maintained according to the New Jersey Youth Camp Safety Standards.
- E. If campers bring their own food or drink, social distancing is to be provided during consumption of any food or drink items.

## **VI. Sports Activities**

- A. When participating in any sports activities, campers should adhere to social distancing procedures.
- B. Campers and staff must be cognizant of sports etiquette regarding social distancing and hygiene (i.e., no spitting, high-fives, handshakes, etc.)
- C. Staff and campers should avoid use of items that are not easily cleaned, sanitized, or disinfected (i.e., soft or plush toys, equipment, or supplies)
- D. Reusable items for use by staff and campers should be cleaned, disinfected and air-dried after each use and prior to being reused.

## **VII. Questions, Concerns, More Information**

- A. Questions or concerns are to be directed to the Cranbury Recreation Office at (609) 664-3140.

Further guidance provided by the Center for Disease Control (CDC) is available at  
<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/youth-programs-decision-tool.html>

# **CRANBURY RECREATION 2020 SUMMER CAMP**

## **Acknowledgement of Risk and Cooperation Agreement**

Dear Parents:

Due to the inherent risks of COVID - 19, we have partnered with the Middlesex County Office of Health Services to form a policy manual on reducing the risk of COVID - 19 transmission our 2020 Summer Youth Camps. We ask that you fully read the manual make yourself aware of our procedures designed to keep our campers and staff safe at all times. Please note that we have a no refund policy. This will apply even if your child is excluded from camp at any time due to illness or exposure to COVID – 19. In order to complete your child's registration for camp, it is necessary for you to sign off that you are aware of the risks of COVID - 19 transmission and that you and your participating children will agree to adhere to all policies and instructions from Cranbury Township Recreation staff.

I, \_\_\_\_\_, have read the Cranbury Recreation 2020 Youth Camp COVID - 19 Policy & Procedures Manual and am aware of the risks of COVID - 19 transmission in community settings. I agree to having my child's temperature taken and screened for COVID - 19 prior to entry into camp each day. I understand that there is a no refund policy for camp. I agree to fully cooperate with Cranbury Township Recreation staff at all times during my child's participation in the 2020 Summer Youth Camp. I also agree to ensure that my children cooperate with staff at all time for their protection.

Camper's Printed Name \_\_\_\_\_

Parent's Printed Name \_\_\_\_\_

Parent's Signature \_\_\_\_\_

Date: \_\_\_\_\_

# COVID-19 ACKNOWLEDGMENT FORM FOR CRANBURY RECREATION

## BACKGROUND

CRANBURY TOWNSHIP and the CRANBURY TOWNSHIP Department of Recreation (“CRANBURY TOWNSHIP”) offer the public the option to participate in or attend indoor and outdoor physical, social and educational programs/activities (“Recreation Programs”) held on CRANBURY TOWNSHIP property and other public and semi-public places accessible to large numbers of people on a daily basis.

Due to the COVID-19 pandemic, individuals age 18 or older who wish to enroll themselves, their child or other dependent family member into a Recreation Program, or who seek to volunteer in a Recreation Program, must complete, sign and return this Acknowledgment Form to Cranbury Recreation by no later than the start date of the program. Enrollment and participation/volunteering in a Recreation Program is conditioned upon timely submittal of a completed Acknowledgment Form.

## ACKNOWLEDGMENT

I/WE acknowledge that I/WE have been provided with, read and fully understand this Acknowledgment Form, the Center for Disease Control’s (“CDC”) and the New Jersey Department of Health’s (“NJDOH”) information and guidelines regarding COVID-19 and Multisystem Inflammatory Syndrome in Children (“Pandemic Illnesses”), and the CRANBURY TOWNSHIP Department of Recreation’s “COVID-19 Operational Plan” for 2020.

I/WE further acknowledge that the Pandemic Illnesses: (1) are highly contagious and may cause serious permanent bodily injury, including death, of healthy persons of all ages; (2) are subject to changing recommendations on limiting risk of exposure and spread; (3) remain prevalent throughout New Jersey; (4) are highly likely to spread to persons in direct contact with or in close proximity to (within about 6 feet) an infected person; (5) believed by the CDC/NJDOH to spread by droplets produced into the air when an infected person coughs, sneezes, talks or otherwise moves air out through their nose and mouth, and from touching surfaces on which droplets containing the virus exist.

I/WE further acknowledge that attending or participating in a Recreation Program poses an inherent and heightened risk of exposure, infection and bodily injury from the Pandemic Illnesses regardless of preventative measures taken by CRANBURY TOWNSHIP.

I/WE, \_\_\_\_\_ (hereinafter “I/WE”), acknowledge the above described information and risks.

\_\_\_\_\_  
Signature of Program Participant(s)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name of Program Participant

## **Section for Parents or Guardians of Minor Program Participants:**

I/WE am/are the parent(s)/legal guardian(s) of: \_\_\_\_\_  
and acknowledge the above described information and risks:

\_\_\_\_\_  
Signature of Parent(s)/Guardians

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name of Parent(s) or Guardians(s)