



2020 LDTC Youth Summer Programs Preparations, Policies and Procedures Guidelines

Under the direction and guidance of Colorado State and Summit County health officials, Summit County's Summer Camp Program Providers have determined a variety of universal health policies and procedures in order to determine how 2020 Summer Programs can continue in our community while attempting to minimize the spread of Covid19. With the newest information released the last week of May, we are excited to announce that our 2020 Summer Theatre Programs will take place under a new set of health and safety protocols and procedures.

The health and well-being of your student(s) is our top priority. All students participating in our 2020 Summer Youth Programs will be expected to follow the guidelines, protocols and procedures as outlined below. We ask parents to help prepare their students for these changes to our programs and explain the importance of following these directions to ensure the safest learning environment possible.

Parents will be required to sign additional liability wavers specifically related to risks associated with Covid19 and may be asked to provide medical information related to students involved in the camps. As we near the first camp dates, we will have more information on these matters available. But these additional forms are in line with other Summit County Camp Providers.

A) Preparations Prior to Camp

- 1) Capacity of students that accommodates required physical distancing (6 feet) and maximum group size (25 and fewer outdoors, 10 or fewer indoors per room with four walls and a door).
- 2) Physical distancing and group-size requirements apply to all camp activities, eating, and recreational activities.
- 3) Established groups of up to 25 outdoors and 10 indoors per room must not mix with other groups during any part of the day. LDTC will use the outdoor spaces at the Silverthorne Performing Arts Center for as many camp activities as possible.
- 4) The availability of substitute staff if staff or volunteers become ill or are exposed.
- 5) The established protocols for responding and reporting cases to health care staff, local public health authorities, and CDPHE.
- 6) Provided space to isolate ill staff and students (cots, bedding, restrooms, and supervision). If a student becomes ill at camp, showing any array of potential symptoms of Covid19, parents will be required to pick up the student within 1 hour of reported symptoms.
- 7) Provide adequate personal protective equipment (PPE) for staff who supervise and care for ill students, staff, and volunteers.
- 8) Ensure access to public restrooms, drinkable water sources, and picnic or other eating areas during activities at outdoor locations.
- 9) Train camp staff on current executive and public health orders in Colorado. Train camp health care staff on prevention, transmission, and care of COVID-19 illness.
- 10) Prepare for closures following a case or outbreak of COVID-19.
- 11) Ensure sufficient hand washing/hand sanitizing locations and supplies are available.
- 12) Ensure adequate cleaning and disinfecting supplies.
- 13) Stagger drop-off and pickup times to avoid large groups and allow for screening.

- 14) Require staff and students with suspected exposures, such as ill household contacts, to be sent home with a recommendation to get tested immediately and adhere to requirements for isolation and exclusion.
- 15) Provide guidance and signs to maintain required physical distancing, respiratory etiquette, and hygiene.
- 16) Post relevant information from federal, state, and local health agencies about behaviors that mitigate the spread of disease.
- 17) Ensure sufficient cleaning and disinfecting of commonly touched surfaces, equipment, and vehicles throughout the camp, especially in areas used for the temporary isolation or quarantine of ill or exposed staff, volunteers, and campers. Whenever possible, limit activities that are not conducive to the required 6 feet of physical distancing or could pose a safety hazard when campers and staff are physical distancing.

B) Staff Preparations and Considerations

- 1) Screen staff and volunteers for symptoms and close-contact exposures upon arrival to ensure they are symptom-free before they are cleared to work. Sick employees will require a negative test in order to return to work.
- 2) Staff will have daily temperature checks at the start and finish of every day and that info will be logged.
- 3) Staff with symptoms consistent with COVID-19 or other communicable illnesses will be sent home and require a negative test to return to work.
- 4) Staff, to the extent possible, will remain with the same group of campers and maintain physical distancing of at least 6 feet whenever possible, including during meals and recreation.
- 5) Staff will wash hands upon arrival, before eating, and at regular intervals throughout the day.
- 6) Staff will wear masks or face coverings when indoors and anytime physical distancing is not possible.
- 7) Staff will wear gloves anytime they must touch a student or student's belongings.

C) Policies and Procedures for Youth Summer Workshops at LDTC

1) Drop Off:

- a) There will be NO Self Drop Off for campers of any age this year.
- b) Parents or caregivers will sign up for a 10 minute Drop off and Pick up window.
- c) Parents or caregivers will pull up into the circle drive in front of the theatre. We will only have curbside Drop off this year. (There will be waiting in the car in line, we will make it as short as possible.)
- d) An LDTC staffer will come to the car wearing a mask and gloves.
- e) The student will get out of the vehicle and the LDTC staffer will check the students temperature and log the students name, date, and temperature. The staffer will ask the student a series of symptom related questions: "Do you have a cough? Do you have a headache? Do you have a sore throat? Is anyone in your home sick? Have you had any medicine this morning?" If the student's temperature is below 100.4 and answers "no" to the health questions, the student will be admitted to camp that day.
- f) The LDTC staffer will inspect student's face mask for the day and direct her or him to their group of 10 or less.
- g) The parent or caregiver must remain in the car and must not leave until cleared to do so by LDTC staff.

2) During the Camp Day:

- a) Hygiene:
 - All students are taught the process to sneeze into the fold of their arms; staff will also have tissues available.
 - Staff will teach students to avoid touching their eyes, nose, and mouth; as much as possible,

- Students will be required to follow physical distancing guidelines and avoid prop sharing with other participants.

- All Students will not share any personal items including food and water bottles.

- Staff will have hand wipes and hand sanitizer available at all times.

b) Face Masks and Cloth Face Covers:

- Staff and students will be required to wear a face covering when indoors. (Students will be closely monitored using best judgement).

- Students need to come to camp with two clean face masks.

- Parents picking up and dropping off campers are required to wear masks or facial coverings and remain in the car.

c) Handwashing

- All students and staff are taught the correct “20-second” protocol for hand washing and are required to thoroughly wash their hands frequently throughout the day, including:

- Upon the start of each day at camp

- Before and after snacks and lunch

- After an “unguarded” sneeze or cough within 6 feet of group

- After using the restroom

- At the end of the camp day

- Staff have hand wipes and hand sanitizer available when outside or when soap and water are not available..

d) Physical Distancing

- There will be a maximum group size of 10 children and 2 staff members indoors or up to 25 students and 6 staff members outdoors.

- The same staff members will be designated to the same group of students each day.

- Staff will encourage students to practice physical distancing as recommended by the CDPHE, keeping 6 feet of distance between individuals. To help, visual and/or physical barriers will be used (such as floor tape, tables, chairs, etc.).

- All personal belongings will be limited to a light jacket or sweatshirt, a lunch box, a water bottle and sunscreen. Personal items must be labeled with the child's first and last name and will be kept in a designated area safely distanced from other children's belongings. Toys and cell phones will not be allowed.

e) Activities

- Programming will limit physical contact among children while in their daily cohort.

- Staff will only play small group games and games that do not include physical contact.

- Staff will keep groups of students together in one cohort with the same staff each day.

f) Square Footage Requirements

- Groups of 10 indoors and groups of up to 25 outdoors will be provided with a minimum of 36 sq ft of space per student.

g) Common and Shared Spaces

- The number of student-staff and student-student interactions in common spaces will be limited as much as possible (equipment, hallways, bathrooms, etc.).

- When common spaces are used, cleaning will take place before and after use.

h) Common Programming Supplies

- All common programming supplies will be cleaned and sanitized before and after use.

i) Food Service and Dining Areas

- Staff will clean and disinfect all surfaces before and after all meals and snack times.

- Staff will wear gloves and facial coverings while assisting students with food.

- Students will not share any personal items including food and water bottles.

3) Pick up:

- a) There will be NO Self Sign Out/ Pick up for campers of any age this year.
- b) Parents or caregivers will sign up for a 10 minute Pick up window.
- c) Parents or caregivers will pull up into the circle drive in front of the theatre. We will only have curbside Pick up this year. (There will be waiting in the car in line, we will make it as short as possible.)
- d) An LDTC staffer will come to the car with the student wearing a mask and gloves.
- e) The student will have her or his temperature checked by LDTC Staff and staff will log the students name, date, and temperature. The staffer will take the student's mask and make sure she or he has all of their belongings.
- f) The LDTC staffer will make sure the parent or caregiver has the student and is ready to go.
- g) The parent or caregiver must remain in the car and must not leave until cleared to do so by LDTC staff.

4) Performances for Youth Workshops -

- a) Performances will be different this year. Students will not perform an entire play. We will focus on group dance numbers and song solos and will work with the students to tell the story with narration and limited scenes.
- b) Each cohort of students will be given a performance time. Each student will be limited to 2 audience members for the performance. Audience members will be required to physically distance and wear masks or face coverings.
- c) The performance will be recorded and released digitally, so students can share their work with friends and family.

Please note that this list of guidelines, preparations, protocols, and procedures is a working document as of June 3, 2020. We will continue to follow any regulations from state and county health officials and make adjustments as needed as guidelines continue to change on a weekly basis. Parents/guardians and students will be notified of all changes.

Ultimately, we are dedicated to serving our families and students by providing meaningful, fun, interactive performing arts based educational programs while also maintaining public health. Thank you for your understanding and cooperation. We are all certainly on a journey during this time together, and we look forward to a memorable summer of theatre camps for everyone involved.