



SUMMER AT ST. MARK'S 2020 CAMP GUIDE

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ST. MARK'S
EPISCOPAL SCHOOL

Thank you for joining us for Summer at St. Mark's! We are excited to have you join us back on campus and have worked diligently to care for the health and safety of our camp families, faculty, and staff. We have many fun activities planned for your camper and are looking forward to seeing you all. Please review the following camp guidelines and do not hesitate to contact Juli Rush, Director of Extended Programs via email (jrush@stmes.org) with any questions or concerns.

Summer Nursing Staff

For Summer at St. Mark's 2020, the school has chosen to add additional nursing staff to help support camp. Sarah Beckmann, our school nurse, has been working with the new nurse staff and will also be available for some support during camp. The extra nursing staff will help with the screening process throughout the day, assist with any small nursing needs, and provide oversight throughout the day to help monitor symptoms and ensure all campers and staff are adhering to our listed safety guidelines. Our camp counselors and staff are also trained in CPR and First Aid. Our Director of Extended Programs, Juli Rush, is also a certified American Red Cross CPR/First Aid/AED Instructor.

Health Screenings

As we continue to build a context around life with COVID-19, we strive to partner with families to keep our campus safe. This means helping keep those who have a confirmed COVID-19 diagnosis (or high probability due to contact with a confirmed case) from entering our campus. The school asks that you help us in screening by monitoring symptoms and remaining home when needed.

For Staff - Any person employed by St. Mark's, whether in a camp capacity or otherwise, is expected to fill out an online screening form each day prior to entering campus. These forms are monitored by school leadership for any confirmed symptoms or concerns. Any staff showing symptoms are asked to remain off campus. Camp staff will also have their temperature checked on arrival to campus and are expected to immediately report any developing symptoms while on campus.

For Campers and Families - We ask that a caregiver checks your camper's temperature before arriving at camp each day; for any temperature over 100 degrees Fahrenheit (37.8 degrees Celsius), please do not come to camp, and alert the Director. Campers will be screened when arriving at the school by having temperatures checked in carpool or when approaching the school building. We consider a normal temperature to be below 100°F, and campers with temperatures above 100°F will be asked to return home. Caregivers who are escorting campers onto campus will also have temperatures checked. We will also be asking a list of Health Questions (see below) before admission to camp. If any of the questions are answered 'yes', the campers will be asked to return home. As always, if you feel your child is unwell, we suggest keeping your child at home to monitor any developing symptoms. Children should not be given any medication containing a fever-reducer before camp.

Daily Health Screening Questions:

- Have you, anyone in your immediate household, or anyone you have had contact with exhibited symptoms of COVID-19 within the last 14 days?

- Have you, anyone in your immediate household, or anyone you have had contact with been lab confirmed with COVID-19 in the last 14 days?

COVID-19 Symptoms

Campers, faculty and staff will all be continually monitored for the developing symptoms of COVID-19 listed below:

- 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

This list does not include all possible symptoms. Other less common symptoms have been reported. Please read the next section for procedures when symptoms are detected at camp.

*If this symptom exists with no other symptoms present, an assessment will take place, and the individual might be permitted to stay in the camp setting; however, if the symptom is paired with any other symptoms on the list, the individual will need to be separated from camp and go home.

Illness at Camp

The following steps will be taken for any camper or staff who demonstrates symptoms of sickness during camp:

1. A camper or staff member exhibiting symptoms of illness during camp will be isolated in our designated Clinic.
2. A camper's caregiver will be called and asked to pick up their camper immediately. A staff member exhibiting symptoms will be asked to leave camp.
3. If the camper or staff member has symptoms that could be COVID-19 and wants to return to camp, the individual must obtain a medical professional's note clearing the individual for return based on a negative nucleic-acid COVID-19 test and an alternative diagnosis.

Health and Safety on Campus

In order to protect all our families and staff, we ask that you let our Director of Extended Programs know as soon as possible if anyone in your immediate family or household tests positive for COVID-19.

Following recommendations by the CDC and State of Texas, Summer at St. Mark's adheres to the following Hygiene Policies:

- Handwashing to take place upon entering camp, before any transitions, after bathroom usage, before meals, and upon re-entering after outdoor activities.
- Masks are to be worn by faculty and staff throughout the day and only removed when socially distanced during outdoor activities.
- Masks are required at all times by campers aged 10 and over while on campus, including while in the parking lot. Campers younger than aged 10 may remove while in their designated classrooms with their cohort group. Masks will be worn anytime campers leave their classroom to transition to another area of the school. Each camper will be provided a container to keep their mask clean while not being worn. We ask that you also label the mask with your camper's name.
- Masks are required to be worn by all parents/caregivers while on campus, including in the parking lot and while in vehicles during drop-off and pick-up.
- Additional signage has been placed throughout the campus to help remind campers of handwashing and proper distancing/safe touching while walking through hallways and higher traffic areas.
- In addition to standard nightly cleanings, St. Mark's uses a GENEON Mist Sprayer which is designed to clean large open areas. It is used in medical facilities and ambulances as well as classrooms. Each night our cleaning company wipes down surfaces in all bathrooms and classroom areas.
- Cleaning and disinfecting campus will happen continually throughout the day by both our faculty and staff as well as our sextons who are tasked with keeping campus clean, especially in high-touch areas such as door knobs and handles, stair rails, tables, chairs, bathrooms, sinks, etc. Campers will be given their own individual bags of basic supplies and materials, and any shared materials will be sanitized before being passed to the next camper.
- Stop Dots and appropriate space markings are placed around campus to help our campers and families keep safe distance while lining up for screening check-ins, while using bathrooms or sinks, and at other more highly trafficked areas of campus.

Classroom Set Up and Transitions

In an effort to keep campers as safe on campus as possible, most camp activities will take place in each cohort's classroom homebase. The classrooms will be divided into centers where 1-2 campers can sit safely together to engage in activities. There will also be class demonstrations and activities taught such as art, yoga, tae kwon do, etc, where students are socially distanced in the classroom, and instructors

can remain at the front of the classroom. Camp cohorts will spend time outside on the playgrounds, where they can participate in group activities on our large fields or spread out safely on the equipment.

Arrival Procedures

Early Arrival Camp - If your camper is registered for Early Arrival, your child can be brought into Hauser Hall beginning at 7:30 AM, where the caregiver and the camper will both have their temperatures taken. Please follow all signs and floor marking for social distancing purposes during sign in. All other campers registered for our morning camp sessions may begin arriving at 8:40 AM.

Morning Session Camps - If your camper is registered for a morning session beginning at 9:00 AM, he or she may begin arriving by 8:40 AM. **Campers who are rising 1st graders or below** are able to park and walk in with caregivers, where campers and caregivers will have their temperatures taken and get signed into camp for the day. **Campers who are rising 2nd graders and older** are expected to have their temperatures taken while remaining in their vehicles in the carpool line.

St. Mark's Carpool Procedures: The drop off area along the front curb will be monitored by camp staff each morning beginning at 8:40 AM. There are two unloading stations, clearly indicated by traffic cones. A staff member on duty will be positioned at the crosswalk to signal the safe advancement of vehicles and to ensure safe passing of the crosswalk. Drivers are asked to be attentive to the direction of this staff member. The following are other important drop off reminders:

- The drop off area is one lane. Once campers are unloaded, caregivers are asked to wait in the car line to exit the parking lot.
- Once the vehicle is safely stopped, a staff member will open the vehicle door and take campers' temperatures by using a no-touch thermometer. Campers are asked not to unload prior to reaching an unloading station. Two traffic cones will mark the unloading stations.
- If a camper registers a higher than normal temperature, the caregiver will be asked to park the vehicle and enter Hauser Hall with the camper to have an additional temperature check. If the temperature remains high after resting for 10-15 minutes, campers will be asked to remain home for the day. Return to camp will follow the guidelines above/below under Illness at Camp.
- The crosswalk supervisor will stop drivers before the crosswalk and monitor the pedestrian traffic for safe arrival.
- All campers must be unloaded in the drop-off lane supervised by staff. The middle lane in the parking lot is not a designated drop-off station for any student.
- Families parking and walking in are asked to use the crosswalk, keep children nearby, and be attentive to the direction of staff monitoring the crosswalk.
- Arrival ends at 9:00 AM, at which time staff on duty will leave their positions.
- The school asks that all students exit curbside/passenger side from a vehicle at arrival.
- Sibling car seats should be placed on the driver's side for safe practices. If this is an issue for your family, please park and walk in the older student.

Campers may not arrive or be dropped off on the west side of campus. Parking to the west and south of the west campus building (G Building) is for staff only, and family traffic (vehicle or pedestrian) is a violation of the school's agreement with the shopping plaza. It is important that our families honor this agreement.

Afternoon Session Camps - If your camper is registered for an afternoon session camp beginning at 1:00 PM, campers may begin arriving at 12:45 PM. All campers are expected to park and walk in with caregivers, where they will have their temperatures taken and get signed into camp for the day. The camp will not provide carpool drop off for afternoon sessions to help avoid congestion in the parking lot while our morning session camp finishes dismissal.

Late Arrival for Morning and Afternoon Sessions - If your camper arrives later than 9:05 AM for the morning session or 1:05 PM for the afternoon session, please have your child escorted to Hauser Hall to have their temperature taken and get signed into camp for the day. If arriving much later, please call the Front Office at 713-667-7030 so that a staff member may be alerted to meet you in Hauser Hall for check in.

Dismissal Procedures

The St. Mark's dismissal identification system provides each family two placards with the family name printed on one side and a parking lot map on the other. These placards are distributed at arrival on the first day of camp. Caregivers should place the placard in the front window or on the pull-down visor. This sign is read by a staff member as the car pulls into the parking lot and relayed to classrooms where children are waiting to hear their name called. Campers will be escorted from their classroom to carpool and are escorted to their cars parked at one of three loading stations staffed by a school employee. If parents want another adult to pick up their child, they must share the placard with that person, and contact the Front Office in advance. Names will be asked at carpool and verified with the Authorize Pick Up List from the camp registration.

The following are other important dismissal reminders:

- The school asks that all students enter a car from the curbside/passenger side at dismissal.
- Sibling car seats should be placed on the driver's side for safe practices.
- If students need assistance with buckling seat belts from a parent or caregiver, please pull forward near the front of the line to the zone indicated by the green safety cones. Staff will not assist with buckling of seatbelts or securing of children in vehicles.
- Pets are not allowed at dismissal.

If you are late for dismissal: All children not picked up within 10 minutes of their dismissal time will be taken to the After Care program, and the parent will be charged a fee for the supervision.

Camp Lunches

Camp lunches will take place within your camper's classroom. Children are able to bring their own sack lunches or can participate in the free summer lunch program through Flik Dining. Families can choose to opt into the free lunch program a week prior to the start of camp. Please be sure to note any food

allergies in the camp registration. No refrigerators or microwaves will be available for camper use. Water fountains will be closed for camper usage, so please send your camper with 1-2 water bottles with them each day, labeled with the student's name. Water bottle filling stations will be available for refills.

Camp Closures or Cancelations

In the event that St. Mark's finds we have a positive lab-confirmed case of COVID-19, an email will be sent to the entire camp notifying of the positive results. Those in the immediate camp group will be additionally contacted.

Thank you for reading through our Summer at St. Mark's 2020 Camp Guide! We know it is a lot of information but want our families to know we are ready and prepared to engage your campers in fun and safe ways this July. Please let us know if you have questions or concerns by contacting the Director of Extended Programs, Juli Rush (jrush@stmes.org). See you soon!