

**COVID 19 WORK SAFETY PLAN: PGNFC Summer Camp**  
**Address: 110 Anderson St**  
**Phone: 250-640-2106**

**Purpose:** The Children's Summer Camp Program, operated by the PGNFC, is committed to providing a safe, healthy workplace for all staff members. The following work safety plan describes specific control measures implemented to eliminate and reduce risk during the COVID 19 pandemic.

**Process:** The Director of Health reviewed the WorkSafe template and conducted a workplace risk assessment involving frontline camp staff. The plan was reviewed by the Executive Director and Board (pending)

**Review/ Amendment:** The Director of Health will review and update the work safety plan monthly, or more frequently as needed; as guided by the Provincial Health Office of BC.

**Note:** The PGNFC acknowledges the colonial history of Canada and the continuing impacts of residential school. We intend to carry out the below measures in a fun, inclusive way so that no child feels singled out, or like they are the only ones being asked to sanitize, and understands that we are all doing the same prevention activities so that we can all keep each other safe. Sanitizing of surfaces will take place out of sight of the children as much as practical, so that we can keep as normal an environment as possible.

**ELIMINATION Controls Established:**

- The number of camp staff and children attending camp will be reduced this year – a staff team of 5 will be working with a group of 15 children; which will allow for more opportunities to social distance.
- The summer camp team will be based out of a floor of 110 Anderson so that they have adequate space to store supplies, prepare supplies needed for the day with social distancing
- Camp hours are reduced from 9am-4pm to 9am-3pm (to allow for sanitizing and prep with physical distancing) and camp days are reduced from 4 to 3 per week. Camp staff using fleet vehicles other than the bus will be limited to one staff per vehicle for shopping.
- Caregivers dropping up and picking up children will be given staggered drop off and pick up times, so that this activity is spaced over ½ hour instead of having one arrival/pickup time that would have 15 families arriving at once
- Team orientation and training will take place in Power of Friendship Hall at 1600 3<sup>rd</sup> Avenue. Staff members will be spaced 6 feet apart, and there will be no physical contact in the training provided
- Transporting children will only be offered if caregivers are unable to transport, and only to a limited number of children; as children will be spaced 6 feet apart on the bus. No transportation will be provided away from the daycamp site as typically is provided. As a result of the limits to transportation, summer daycamp will be based out of 110 Anderson this year, instead of 1600 3<sup>rd</sup> Avenue, in order to take advantage



of more outdoor opportunities (110 Anderson is within walking distance to parks and green spaces, and has its own playground)

- Furniture is re-configured to support physical distancing, and outdoor games will use markers to identify positions for players. Activities will be planned with physical distancing in mind, and we will not visit locations previously enjoyed by the children – museums, bowling alleys, pools where high touch surfaces exist. Group photos will not take place this year.
- First aid is not provided by camp staff unless it can be provided by giving supplies to the child and having them self-administer first aid. Children will be taken to a medical clinic or hospital if necessary, or 911 will be called if the issue is critical.

#### **ENGINEERING Controls Established:**

- 110 Anderson will remain a locked building. Caregivers will not have access to the building, and children will be signed in and out outside of the building. Caregivers will be reminded of the procedure and signage will be onsite to eliminate confusion/wandering.

#### **ADMINISTRATIVE Controls Established:**

- In addition to the typical training days for camp staff, staff will be trained in PGNFC practice during the pandemic. PGNFC memos will be reviewed, as well as this document (also posted at the worksite and shared with all camp attendees). In addition, staff will be trained on the effective use of PPE and as always, training on universal precautions will be provided.
- Universal precautions will apply. In addition, staff will wash or sanitize hands upon entry to building, before and after meals, and after handling belongings of the children. Staff will ask children to sanitize hands prior to entry to the building and prior to meals and snacks. Staff will sanitize shared surfaces and washrooms hourly with a Ministry of Health approved cleaning product (ie. counter and table tops, and sanitize toys/art materials after each use; and fleet vehicles daily or between drivers. The bus will be sanitized after each use (twice daily).
- Only single use waterbottles that are labelled will be used for camp, instead of reusable water bottles. Any eating utensils provided will be single use.
- Staff will screen children upon entry each day by asking about symptoms of illness and will be screened for fever. Staff will self assess prior to coming to work. Any child or staff who develops symptoms of illness will need to leave camp immediately, and will not participate in the week of camp. Camp staff will require 10 days of self isolation before returning to work. If there is not adequate staff to run a camp, and casual staff cannot be brought in, the camp will be cancelled.

#### **PERSONAL PROTECTIVE EQUIPMENT (PPE) Controls Established:**

- Staff will be provided with gloves for cleaning.

- Staff may choose to wear a mask, shield or gloves at all times at the worksite, however if they choose to do this, they must provide their own equipment. The Provincial Health Office has not recommended the use of masks or shields for social service workers.

**Questions/ Concerns with the plan?** Contact the Director of Health [eanderlini@pgnfc.com](mailto:eanderlini@pgnfc.com)