



**Camp Fircom Society**  
**Communicable Diseases Prevention**  
**Plan**

**Date of Publication: April 22, 2021**

**Author: Max Serpa**

# Table of Contents

- 1.Introduction ..... 3**
- 2.Personal Health, Hygiene, and Record Keeping ..... 6**
  - Hand Hygiene .....6
  - Respiratory Etiquette .....6
  - Masks .....6
  - Vaccinations/Medical Treatments .....6
  - Record Keeping .....7
- 3.Coming to Camp ..... 7**
  - Checking Health Before Arriving at Camp .....7
  - Transport .....7
- 4.Contingencies to Prevent Communicable Disease ..... 7**
  - For Anyone Off-Site .....7
  - For Anyone On-Site .....8
- 5.Camp Accommodations ..... 9**
  - Ventilation .....9
  - Cleaning .....10
  - Sleeping in Accommodations .....10
  - Food Service .....10
- 6.Staff and Volunteers ..... 10**
  - Training .....10
  - Sick leave .....11
- 7.Visitors, Parents and Caregivers ..... 11**
  - Visitors .....11
  - Parents and Caregivers .....11
- 8.First Aid and Medical Supplies ..... 11**
  - Administering First Aid .....11
  - Emergency First Aid PPE .....12

# 1. Introduction

Since the beginning of the COVID-19 Pandemic in 2019, a monumental and altruistic effort has been launched to care for the health and well-being of our communities. Policies and measures put in place to minimize the transmission of COVID-19 have reduced mortality and illness that would otherwise have resulted from the disease. Camp Fircom has fully participated in this effort by following public health guidance and requirements in British Columbia, modifying programming and facilities maintenance appropriately throughout the pandemic to minimize the risk of transmission of COVID-19 for guests, staff, and visitors.

Recently, the Provincial Government of British Columbia and British Columbia Centre for Disease Control (BCCDC) have observed a decrease in the incidence of severe illness and hospitalization in BC related to COVID-19. As such, many restrictions that were in place to prevent the transmission of COVID-19, and resulting illness, have been lifted.

This lifting of restrictions has been a recent development, with recommendations being composed by the Government of BC as recently as March and April of 2022. Both the Government of BC and the BCCDC recognize that this period of transition is one that must be made with careful attention to the incidence and severity of COVID-19 infection in the Province, and also recognize the benefit to British Columbians to be able to resume many of the activities that have been limited to prevent transmission.

In line with the above, the Government of BC has removed the requirement of organizations to have a response plan specifically for COVID-19, and instead encourages organizations to have a Communicable Diseases Prevention Plan. They recognize that COVID-19 will continue to be a communicable disease in the population, and that it should be treated with the same preventative strategies as are taken with other communicable diseases.

Because of the period of transition that we are in, the Communicable Diseases Prevention Plan of the Camp Fircom Society is largely a reflection of recently published recommendations from the Provincial Government, with aligned additions made where needed for the specifics of Camp Fircom's site. Camp Fircom will continue to monitor recommendations and requirements set forward by the Government of British Columbia and the BC Centre for Disease Control, adapting its Communicable Diseases Prevention Plan appropriately.

The following resources are the primary references used to compose the Camp Fircom Society's Communicable Diseases Prevention Plan:

WORKSAFE BC: Communicable Diseases Prevention: A Guide for Employers  
Published June 2021

<https://www.worksafebc.com/en/resources/health-safety/books-guides/communicable-disease-prevention-guide-employers>

BCCDC: Interim Guidance: Public Health Management of Cases and Contacts Associated with Novel Coronavirus (COVID-19) in the Community

Published March 16, 2022

[http://www.bccdc.ca/resource-gallery/Documents/Guidelines%20and%20Forms/Guidelines%20and%20Manuals/Epid/CD%20Manual/Chapter%201%20-%20CDC/COVID-19\\_Public\\_Health\\_Guidance.pdf](http://www.bccdc.ca/resource-gallery/Documents/Guidelines%20and%20Forms/Guidelines%20and%20Manuals/Epid/CD%20Manual/Chapter%201%20-%20CDC/COVID-19_Public_Health_Guidance.pdf)

BCCDC: Public Health Communicable Disease Guidelines for K-12 Settings

Updated April 8, 2022

[http://www.bccdc.ca/Health-Info-Site/Documents/covid\\_public\\_guidance/Guidance-k-12-schools.pdf](http://www.bccdc.ca/Health-Info-Site/Documents/covid_public_guidance/Guidance-k-12-schools.pdf)

BCCDC: Camps

Published March 10, 2022; currently under review

<http://www.bccdc.ca/health-info/diseases-conditions/covid-19/childcare-schools/camps>

*\*Note: The BC Camps Association, linked on the above page, has not yet produced recommendations which reflect the transitions set forth by the Provincial Government. Camp Fircom will continue to monitor the BC Camps Association page to incorporate any helpful recommendations they put forward.*

Government of BC: Province-wide Restrictions

Updated April 8, 2022

<https://www2.gov.bc.ca/gov/content/covid-19/info/restrictions>

BCCDC: Self-Isolation and Self-Monitoring

Updated April 7, 2022

<http://www.bccdc.ca/health-info/diseases-conditions/covid-19/self-isolation>

BCCDC: When to get a COVID-19 Test

Updated March 24, 2022

<http://www.bccdc.ca/health-info/diseases-conditions/covid-19/testing/when-to-get-a-COVID-19-test>

BCCDC: COVID-19 Vaccine

Different sections published or updated on various dates

<http://www.bccdc.ca/health-info/diseases-conditions/covid-19/covid-19-vaccine>

WORKSAFE BC: Prevent the spread of communicable disease: Ventilation and air circulation  
Revised January, 2022

<https://www.worksafebc.com/en/resources/health-safety/information-sheets/prevent-spread-communicable-disease-ventilation-air-circulation>

WORKSAFE BC: Prevent the spread of communicable disease: Cover coughs and sneezes  
Published July 2021

<https://www.worksafebc.com/en/resources/health-safety/posters/prevent-spread-communicable-disease-cover-coughs-sneezes>

BCCDC: When to get a COVID-19 test  
Updated March 24, 2022

<http://www.bccdc.ca/health-info/diseases-conditions/covid-19/testing/when-to-get-a-covid-19-test>

Thank you for taking the time to review this document. Let's continue to work together to ensure the health and well being of the communities that visit Fircom, and to continue to support Camp Fircom's Mission: to create communities of belonging and experiences to grow on.

With all good wishes,

Max Serpa  
Camp Fircom Society 2022 Wellness Coordinator

## 2. Personal Health, Hygiene, and Record Keeping

### Hand Hygiene

Regular hand washing and sanitizing is encouraged. Sanitizer is available at several locations around camp, and handwashing facilities are located in every washroom, in the dining hall, and at the tap on the main field.

Signs are posted in washrooms about proper handwashing technique. Some include songs to sing while handwashing, and staff are encouraged to model proper hand washing for campers.

Hand washing stations are kept stocked daily with soap and paper towels, and bins with used paper towels are emptied daily as well.

### Respiratory Etiquette

Staff and campers are reminded to avoid touching their face, eyes, nose, and mouth with unwashed hands. Sharing food, drinks, or utensils is strictly prohibited.

Signs are posted at hand washing stations and highly visible locations around proper etiquette for coughing or sneezing (into elbow, wash or sanitize hands right afterwards, and throw away used tissues immediately).

### Masks

During camp, anyone who chooses to wear a mask will be welcome to do so. Camp Fircom requires anyone on site to wear a mask when:

- They are inside the first aid room
- They are administering first aid in a context where symptoms of communicable disease are present
- They have symptoms of communicable disease (see section 3: Contingencies to Prevent Communicable Disease)

### Vaccinations/Medical Treatments

Camp Fircom does not have a requirement to submit proof of vaccination or medical treatment for any communicable disease to attend camp. However, Camp Fircom supports the general recommendation by the Provincial Government and BC Centre for Disease Control to be vaccinated against communicable diseases, where possible. Vaccines and treatments for different types of communicable diseases have different considerations, and we encourage you to speak with your doctor and become fully informed about the benefits and risks of vaccines and medical treatments that may be helpful for you. Camp Fircom will collaborate with any

public health recommendations regarding the prevention and control of communicable diseases.

## Record Keeping

- Camper contact information will be kept online, as well as printed out for the office and first aid room. It will be organized by cabin group to facilitate contacting families if needed.
- Camp Fircom will keep records of all medical or first aid incidents, which will be filed and kept confidential. This includes any occurrence of campers or staff showing symptoms of disease.

## 3. Coming to Camp

### Checking Health Before Arriving at Camp

All groups who are scheduled to come to camp will be asked to verify that they are not required to self-isolate, and that they are not experiencing any symptoms of illness. If they are experiencing symptoms of illness, see section 3 below: Contingencies to Prevent Communicable Disease.

### Transport

staff will greet campers when they arrive at the dock and encourage them to use hand-sanitizer before boarding. Likewise, hand sanitizer will be provided again when campers arrive at the Fircom dock.

## 4. Contingencies to Prevent Communicable Disease

*\*Note: The below contingencies follow the most recently released recommendations which reflect current knowledge about stages of communicability for COVID-19 and other communicable disease. These recommendations are designed to minimize severe illness from disease in the community, while also providing reasonable access to regular activities.*

### For Anyone Off-Site

Anyone who plans to attend camp but is not yet on-site and presents with any symptoms which indicate illness is required to report their circumstance to the Wellness Coordinator and to self-monitor (or if the symptomatic individual is a minor, their primary caregiver should report the symptomatic individual's circumstance to the Wellness Coordinator and monitor the symptomatic individual).

- 1) The symptomatic individual will be asked to complete the BC Self-Assessment Tool to see if testing for COVID-19 is recommended.
  - a. If the BC Self-Assessment Tool indicates that testing is required and the individual tests positive, they will be asked to self isolate.
    - i. For individuals who are fully vaccinated against COVID-19: they will be asked to self-isolate for at least 5 days, and continue self-isolating until they feel ready to resume regular activities AND they do not have a fever AND their symptoms have improved since their initial onset.
    - ii. For individuals who are not fully vaccinated against COVID-19: they will be asked to self-isolate for at least 10 days, and continue self-isolating until they feel ready to resume regular activities AND they do not have a fever AND their symptoms have improved since their initial onset.
  - b. If the BC Self-Assessment tool indicates that testing is not required OR that testing is required and the test result is negative: if the symptomatic individual feels well enough to engage in regular activities AND does not have a fever AND their symptoms have improved since their initial onset, they are welcome to come to camp.
  - c. If the BC Self-Assessment tool indicates that testing is not required OR that testing is required and the test result is negative: If they do not feel well enough to engage in regular activities OR have a fever OR their symptoms have not improved since initial onset, they will be asked to stay at home and rest until they do feel able to engage in regular activities AND do not have a fever AND their symptoms have improved since their initial onset. The possibility of coming to camp once the above requirements are met can be discussed with the Wellness Coordinator.

In any of the above cases, if a guest staying at home impairs their ability to access programming they have paid for, the Camp Office Administrator should be contacted to process a refund.

Exceptions to the above procedure may be made at the discretion of the Wellness Coordinator to account for the unique qualities of different types of illnesses.

## For Anyone On-Site

Anyone who is on-site and presents with symptoms which indicate illness are required to wear a mask, except when eating, drinking, sleeping, and isolating. They must also report their circumstance to the Wellness Coordinator. Additionally, the symptomatic individual is required to self-monitor (or in the case of a minor, their parent/guardian should monitor them).

- 1) If they meet the requirements for coming to camp outlined above under 'For anyone off-site', they may continue participating in regular camp activities. If their symptoms



worsen, they must immediately alert the Wellness Coordinator and will be considered based on item 2 below.

- 2) If they do not feel well enough to engage in regular activities OR have a fever OR their symptoms have not improved since initial onset, the symptomatic individual will be isolated with support from the Wellness Coordinator and any other appropriate caregiver, who both must wear masks and practice social distancing with the symptomatic individual as much as possible. The Wellness Coordinator will administer the BC Self-Assessment Tool to see if testing for Covid-19 is recommended. If the symptomatic individual *is not* a staff who lives on site, arrangements will be made to transport them back to Horseshoe Bay and home to rest. If same-day transportation is not possible, an isolated sleep overnight will be organized. If isolation in the symptomatic individual's regular accommodation is not possible, they will be provided an isolated room. The Wellness Coordinator and any other appropriate caregiver will be available to provide assistance. If the individual is a staff who lives at Fircom, they will be asked to remain isolated and have meals brought to them until they feel ready to engage in regular activities AND do not have a fever AND their symptoms have improved since their initial onset. In the case of campers/guests, Camp Fircom's Office Administrator should be contacted regarding refunds.
  - i. If COVID-19 testing is recommended by the BC self-assessment tool and the individual tests positive, the Wellness Coordinator will contact a public health representative to seek their guidance.
  - ii. If COVID-19 testing is recommended by the BC self-assessment tool and the individual tests negative, the procedure described above will be followed without modification.
  - iii. If COVID-19 testing is not recommended by the BC self-assessment tool, the procedure described above will be followed without modification.

In any of the above cases, if a guest staying at home impairs their ability to access programming they have paid for, the Camp Office Administrator should be contacted to process a refund.

Exceptions to the above procedure may be made at the discretion of the Wellness Coordinator to account for the unique qualities of different types of illnesses.

## 5. Camp Accommodations

### Ventilation

Each building at camp is equipped with screened windows, and in the case of the Dining Hall with a ventilation system. Sibley tents are equipped with vents. To ensure ventilation:

- All cabins' screen windows will be left open.

- Sibley tents will have vents open.
- Windows in Craig Croft and Farmhouse with screens will be left open.
- Ventilation system in Dining Hall will continuously operate and windows opened if appropriate for outside weather.

## Cleaning

- Staff and campers will clean their own cabins daily.
- Staff will clean high contact surfaces throughout the site once per day.
- Tables used for food service will be cleaned and sanitized after every meal using soapy water and M10 food-safe sanitizer by one of the staff responsible for the cabin group at the table.
- Garbage, burnable, and recycling containers will be emptied daily.

## Sleeping in Accommodations

- For buildings with bunk beds, sleeping with heads 1m apart will be encouraged. The ideal position is toe-to-toe, but head-to-toe is also acceptable.

## Food Service

Our kitchen has developed an enhanced cleaning plan, and follows up-to-date guidelines from Provincial Health Services, WorkSafeBC, and Food Safe.

Prior to meals, all campers and staff must wash their hands. Staff that are leading any camper groups are responsible for making sure all campers have properly washed their hands.

Personal water bottles and beverage containers can be filled during meal service, and at the tap in the centre of the main field. Refilling water in bathroom sinks is not allowed.

# 6. Staff and Volunteers

## Training

- Staff/volunteers will be informed of best practices for mitigating the spread of disease as part of training.
- Staff/volunteers who are using cleaning chemicals will be certified in WHMIS or trained by someone who is.
- Staff/volunteers will be required to read the Communicable Disease Prevention Plan before attending camp and agree to it.

## Sick leave

Our policy for sick leave is as follows:

- Seasonal Staff have up to 3 paid sick days
- Year-round staff have up to 5 paid sick days
- Temporary camp staff will have 1 paid sick day

## 7. Visitors, Parents and Caregivers

### Visitors

Given Camp Fircom's location, it is very unlikely that anyone other than staff will be on site during the camp. If we receive any visitors, parents, volunteers, delivery persons, or contractors, they must:

- Provide confirmation that they are not showing any symptoms of disease, have not travelled outside of Canada, and are not required to self-isolate.

### Parents and Caregivers

Families of campers will be provided with information around our communicable diseases related policies and procedures prior to camp. The registration process will include sending a welcome package with relevant information such as how cabin groups will be organized and a packing list. Before arriving at camp, attendees will be asked to answer screening questions. At camp, the Wellness Coordinator's contact information will be provided, and signs will be posted in areas such as washrooms to educate campers on proper hand washing and coughing/sneezing etiquette. Staff will also teach and model these to their cabin groups.

Staff will do a check-in at Horseshoe Bay, accompany campers on the water taxi, ensure that campers are following all rules on the water taxi, and that they are dropped off safely with their families at the end of camp.

Staff will sign out campers from their cabin group at the end of camp when their parents/caregivers pick them up. Departure from Fircom and pick-up will be staggered as well.

## 8. First Aid and Medical Supplies

### Administering First Aid

Masks are required in the first aid room, and guidelines are posted on the first aid room door.

When possible, first aid will be administered outside. Minor first aid such as applying band-aids will be done by the campers themselves when possible, with guidance from the first aid attendant.

The first aid attendant must wash their hands, wear gloves, a mask when symptoms of communicable illness are present, and eye protection (if warranted) when administering first aid.

The first aid room has an enhanced cleaning schedule. High contact surfaces are sanitized daily (door knobs, light switches) and any surfaces that patients come into contact with will be sanitized immediately between patients (chair, bed, etc.). The sanitizer used is M64.

Cleaning such as sweeping, scrubbing with soap and water will be done as necessary to clean up spills, blood, mucus... etc. immediately when they occur, and weekly as part of the regular cleaning schedule.

## Emergency First Aid PPE

All first aid kits on site are in compliance with current WCB requirements and contain masks, eye protection and gloves. We also have available on site the following PPE:

- N95 masks
- Full length, long-sleeve gowns
- Bag valve masks
- Pocket masks with viral filters

Information is available to staff on properly donning and doffing PPE such as masks, gloves, and gowns.