



Baltimore Area Council COVID-19 Unit/Family Camping and Council/District Event Guide

Broad Creek Memorial Scout Reservation COVID-19 Camper's and Camp Events Guide

We look forward to welcoming you to Broad Creek. Your safety and the safety of all our members, volunteers, and employees is the Baltimore Area Council's top priority. Due to COVID-19 we are taking additional precautions at camp on top of the standard "policies and procedures" document and requiring participants to do the same.

The measures described here were developed based on guidance provided by the Maryland Department of Health, Maryland's "Roadmap to Recovery", the U.S. Centers for Disease Control and Prevention (CDC), the National BSA, and our local Baltimore Area Council COVID-19 Taskforce. These policies are being put in place to ensure we are aware of and follow their guidance to mitigate the risk of COVID-19 for all activities taking place at Broad Creek.

Our mitigation plan includes (and is not limited to):

- Pre-attendance education.
- Health screening conducted by your family / household prior to travel to camp, including a temperature check.
- Health screening upon your arrival at camp conducted by our camp staff, which will also include a temperature check.
 - Should anyone in the family / household not pass the arrival screening, the entire group will not be allowed to enter camp.
- Hygiene reminders throughout camp experience.
- Extra handwashing / sanitizer stations throughout camp.
- Dedicated staff to clean and disinfect high-touch surfaces and shared equipment.
- Following the guidance in the [governor's executive order on facial coverings](#) while at Broad Creek.

These precautions are important, but they do not remove the potential for exposure to COVID-19 or any other illness while at camp. Some people with COVID-19 show no signs or symptoms of illness but can still spread the virus, and people may be contagious before their symptoms occur. These factors mean that an infected person may pass the required health screenings and be allowed into camp but may be directed to leave if signs of infection appear during the event.

We also know the very nature of camp makes physical distancing difficult in many situations and impossible in others.

Information from the Centers for Disease Control and Prevention (CDC) states that older adults and people of any age who have serious underlying medical conditions are at higher risk for severe illness from COVID-19. If you are in this group, please ensure you have written approval from your health care provider prior to attending camp (see list of high-risk categories from CDC).

The policies and procedures listed below are critical in our efforts to providing a safe environment for our participants, our volunteers, and our staff. These new policies are split into: Pre-Screening for Participants, Check-In Procedures, and Requirements while at Broad Creek.





Pre-Screening for Participants

This checklist is to assist in identifying potentially communicable diseases before event participation. The intent of this checklist is to assure that each youth and adult participant has self-evaluated their current health status, before departure to an event at Broad Creek.

Activities at Broad Creek are limited to residents of the State of Maryland. Participants looking to attend should follow the below flow chart:

- Have you been in contact with anyone who has been diagnosed with COVID-19 or is otherwise ill with COVID/flu-like symptoms in the past 14 days?
- Have you, or anyone you have been in close contact with, traveled on a cruise ship or internationally in the last 14 days?

If the answer is “yes” to either of these questions, the participant must stay home.

- Do you have a condition that puts you at “Increased Risk for Severe Illness” or “Who Need Extra Precautions” as defined by CDC COVID-19 guidelines?
<https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/index.html>

If the answer is “yes” to this question, we recommend that you stay at home. Should you choose to participate, you must have written approval from your healthcare provider and then proceed to the symptom decision tree below.

If the above answers are “no”, proceed to this symptom decision tree.

- Shortness of breath
- New or worsening cough
- Fever of 100.4° or greater
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore Throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

YES to any ONE symptoms

THE PARTICIPANT MUST STAY HOME
These symptoms are associated with communicable diseases and the participant **MUST** stay home until medically cleared by their health care provider.





Check-In Procedures

Arrival at Broad Creek

- Check-in for unit/family camping at both Camp Saffran and Camp Oest will occur at the Rosenberg Welcome Center at Camp Saffran, 1929 Susquehanna Hall Road, Whiteford, MD 21160.
- For District and/or Council events:
 - Camp Oest check-in will occur in a designated area.
 - Camp Saffran check-in will occur outside the Rosenberg Welcome Center.
- Arriving participants must each wear a face mask.
 - Cloth or surgical face mask that covers the nose and mouth and have a reasonably tight seal. Masks with vents or holes are not acceptable.
 - Participant must wear face mask properly.
 - Review procedures for proper mask wearing
https://www.youtube.com/watch?time_continue=4&v=9Tv2BVN_WTk&feature=emb_logo
- We ask that only two patrol sized groups check-in at a time (one per picnic table). Others should wait in their cars (event planners should decide how to handle check-in, we suggest timed entry instructions).
- All participants will need to check-in and then participate in, and pass, a medical screening at the picnic tables outside of the welcome center.
 - If a member of the group (that traveled together in one vehicle) does not pass the medical screening, the entire group must go home.
- Only after this check-in can groups travel to their campsite.

Travel to Campsites

- Each group may bring one vehicle to their campsite; other vehicles will stay at the main parking lot.
- Campmasters will perform a walk-through of cabin/campsite with the designated leader of each group.
 - If available, Campmaster will escort group to their campsite immediately after check-in.
 - Based on demand, Campmasters may schedule a time on check-in day to perform walk-through.
 - In either case, groups will have immediate access to their campsite.

Participant Acknowledgement

Team leaders for work groups, and a representative from every camping group shall ensure that all participants are aware of pre-screening, check-in, and requirements for participants at Broad Creek. **The representative from every group and/or the team leader must sign an acknowledgment that they have received and understand these instructions during check-in.** This can take the form of a hard copy of a form or a roster stating acknowledgement of verbal instructions.





Medical Screening Questionnaire Required for All Adult Participants!

(if not provided in print, script must be read aloud by the designated screener.)

Do you have a condition that puts you at “Increased Risk for Severe Illness” or “Who Need Extra Precautions” as defined by CDC COVID-19 guidelines?

<https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/index.html>

If the answer is “yes” to this question, we recommend that you stay at home. Should you choose to participate, you must sign below acknowledging you are putting yourself at risk.

Name of Individual Seeking Access: _____

Signature: _____

Important: The screener should immediately stop the survey and deny entrance to Broad Creek to any individual (and any member of their group - household or occupant of the same vehicle) who answers yes to any survey question (would exclude entire group from entrance).

For infection control purposes, we are restricting participation to residents of the State of Maryland. In addition, I need to ask you a few questions:

- Have you been in contact with anyone who has been diagnosed with COVID-19 or is otherwise ill with COVID/flu-like symptoms in the past 14 days?
- Have you, or anyone you have been in close contact with, traveled on a cruise ship or internationally in the last 14 days?
- In the last seven days, have you had a fever of 100.4° or greater or signs of illness such as:
 - Shortness of breath
 - New or worsening cough
 - Fatigue
 - Muscle or body aches
 - Headache
 - New loss of taste or smell
 - Sore Throat
 - Congestion or runny nose
 - Nausea or vomiting
 - Diarrhea

Individuals who answer YES to ANY of the above 3 questions on the Medical Screening Questionnaire OR refuse to participate in the survey process must be denied entry to Broad Creek.

Access Determination: _____ Approved _____ Denied

Name of staff completing form: _____ Date: _____ Time: _____





Requirements for Participants, Volunteers, and Staff

The following is applicable to all participants, family or unit groups, volunteers, and staff who are looking to a camping event, activity, or volunteering with projects.

For everyone in attendance:

- Each individual family / unit / household will be assigned a campsite. This is their private space for the duration of the session. Individuals are not to mingle between groups.
- When outside of your assigned campsite:
 - Practice physical distancing where applicable (>6 feet between individuals).
 - Carry face masks with you, to be worn when in close contact where physical distancing (>6 feet) is not possible.
 - No gatherings greater than a patrol, or with anyone outside your patrol.
- Avoid shaking hands or other greetings that involve touching.
- Avoid touching your eyes, nose, or mouth – especially after coughing or sneezing.
- Avoid sharing tools and equipment with other workers if it can be avoided. If shared, disinfect before and after each use.
- Perform regular and vigilant hand hygiene – wash your hands often. When washing your hands, scrub with soap and warm water for at least 20 seconds or use an alcohol-based hand sanitizer that contains at least 70% alcohol.
 - How to handwash: <https://www.youtube.com/watch?v=3PmVJQUCm4E>
- Sanitize hands after:
 - Adjusting mask
 - Scratching your face
 - Anything else where your hands could have become contaminated
 - How to use hand sanitizer: <https://www.youtube.com/watch?v=ZnSiFr6J9HI>
- Participants are encouraged to disinfect their vehicles after staying at Broad Creek before leaving the site.
- Participants traveling to and from Broad Creek should avoid stops that are not necessary (e.g., to convenience stores for snacks).

MASKS UP!

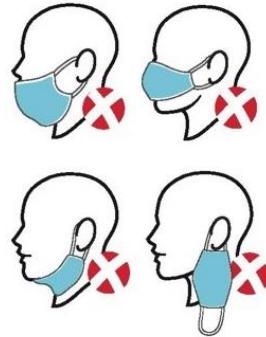
DON'T LET YOUR GUARD DOWN

CORRECT



Mouth and
Nose Covered

INCORRECT



Mouth and/or
Nose Uncovered





For units:

- Units must camp by patrols with no mingling between patrols by anyone.
- Patrols must be 10 people or less, total.
- One person per tent. Household members are allowed to tent together following BSA policies, which include Youth Protection.
- Stay local to your geographic area for unit activities. If you must travel, limit mixing with others along the way.
- Minimize the use of common areas and shared tools. If unavoidable, they should be thoroughly cleaned and disinfected between uses.
- Units must have a letter from their Chartered Organization allowing the specific activity. The letter must be signed by the Chartered Organization Representative and/or their Institutional Head.

For volunteer work crews:

- Team leaders are authorized to stop operations at any time if PPE is not being utilized or if any of these policies are being violated.
- Minimize the number of people needed to conduct work. Although this may be inefficient, health and safety are our top priorities.
- Work must be conducted in small teams of 10 people or fewer. Field work that requires larger groups should be postponed. No work crews of 11 or more on the site.
- To minimize interactions, the same teams should be used for each field visit – avoid interchanging volunteers to avoid new contacts and exposures.
- Even with groups of 10 or fewer, team leaders should be conscious of how many people can be in a work team at one time and still have the maximum distance from one another, and six feet as a minimum distance.
- Each worker must always wear appropriate personal protective equipment (PPE) while conducting field work, especially when physical distancing requirements cannot be maintained. **Minimum PPE includes a face covering and work gloves.** Eye protection is encouraged.





Council and District and Unit Event COVID-19 Planning Guide

Leaders and organizing committees proposing in-person Council, District and Unit events must produce a detailed COVID-19 Mitigation Plan (health and safety plan) including COVID-19 prevention and response. Council and District event plans must be submitted to the Director of Camping for approval 4 weeks prior to the event. Plans will be reviewed by the Baltimore Area Council Enterprise Risk Management (ERM) Committee with their recommendations then forwarded to the Council's COVID-19 Task Force Committee. The following information is intended as a roadmap on elements to be addressed in that plan. Detailed information about who, what, and when is required. Event planners will be asked to review the plan with the ERM Committee via Zoom.

Transportation from Home

Event organizers are encouraged to develop a travel plan for participants, emphasizing that each family group should travel separately. If not possible and people not living in the same household must travel together, limit to no more than four passengers per vehicle and travel with windows open and air conditioner set to un-recirculated air. All passengers and driver should wear face masks while in the vehicle. Units should conduct the medical pre-check before leaving their home base for the event.

COVID-19 Policy Changes at Broad Creek

- General Restrictions
 - No indoor gatherings outside of patrols
 - Limit number of people under camp pavilions
 - No mixing of patrols, families, or groups
 - If staff are mixed with participants (example, NYLT & Wood Badge), those staff members shall not mix with others
 - Limit attendees to those participating in event; visitors should not be on-site
- Dining Pavilions
 - All pavilions in camp are to be left open air (no enclosing with tarps, etc.)
 - Pavilion capacity will be limited to 75 people
 - Keep physical distancing (>6 feet) between patrols, families, or groups
 - Tables, seating areas, and drink stations shall be disinfected after every meal
- Food Service
 - Buffet style meals not permitted for events
 - Kitchen staff creating “to-go” style meals recommended
 - It is recommended to use disposable food containers and utensils
 - Kitchen staff shall wear PPE while preparing food
 - Only kitchen staff are permitted in prep areas





The [Event Name/Troop Activity] COVID-19 Mitigation Plan Template (Includes and is not limited to):

Pre-Attendance Readiness Plan

- Education materials and communication plan
- Travel plan to/from event
- Self-screening conducted by individuals attending (or their responsible adult) prior to travel to camp, including a self-administered temperature check
 - Before leaving for the event, the group leader must have each participant acknowledge that they have performed their self-evaluation
- Expected behavior and hygiene reminders (verbal and signage)
- Extra hand hygiene (handwashing, hand sanitizer stations throughout camp)
- Dedicated staff to clean and disinfect high-touch surfaces and shared equipment
- Following the guidance in the [governor's executive order on facial coverings](#)
- Events should be organized by patrol-sized groups (8 youth plus 2 adults, or 10 adults maximum if an all adult event). **No one should travel between “patrols” as this could infect the entire event**

During the Event Plan

- Check-In and Check-Out procedures
- Health screening upon your arrival at camp conducted by the event staff, which will also include a temperature check
 - Anyone not passing the arrival screening will not be allowed to enter camp
 - People travelling together will be sent home if one person in that group fails the health screening
- Where will patrols meet up?
- How will event staff be assigned to patrols/activities?
- Describe Program Activities
- No physical contact between patrols of any kind. (How will distancing be maintained for activity-wide events?)
- Patrol size should not exceed 10 people
- How will training be conducted for event staff? For participants?
- How will meals be organized?
- How will severe weather events be handled?
- How will ceremonies or group-wide activities, if any, be conducted?
- Medical Tent details
- Process for monitoring for new illness during the event, segregating those with signs or symptoms, and transportation home

After Event Plan

- Clean-up procedures - return camp property (clean)
- Check-out procedure
- Traveling – what not to do
- Home – what should be done?
- Follow up procedures – check-in with participants 14 days after the event.
- Participants should be informed that they need to communicate with the Council if they become sick or develop symptoms within 14 of the event.

