Welcome to Camp!

The following information is being provided to answer many of the questions you may have in preparing for camp this summer. Before your camper’s session, make sure to read through this guide and complete your camper’s Health Profile through your account on CampDoc. If you have any remaining questions, please contact our Camp Director at sally.maxwell@audubon.org.

**Survival Guide Contents**

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# Daily Camp Schedule

This is a rough outline of what each day at camp will look like! We will spend most of the day outside and in the shade as much as possible. Campers will have access to indoor restrooms. All of our group games, outdoor activities, snack and lunch breaks will be socially distanced. Schedule is subject to change due to campers’ interests, inclement weather, or other immediate needs.

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>8:30-9:00am</strong></td>
<td>Morning Drop Off&lt;br&gt;  - Sign-in, meet staff, register for after care&lt;br&gt;  - Wash hands upon arrival, temperature screening</td>
</tr>
<tr>
<td><strong>9:00-9:30am</strong></td>
<td>Welcome circle on the lawn&lt;br&gt;  - Morning check-in, introduction to day’s theme</td>
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<tr>
<td><strong>9:30-10:00am</strong></td>
<td>Morning snack on the lawn&lt;br&gt;  - Wash hands, restroom break</td>
</tr>
<tr>
<td><strong>10:00-12:00pm</strong></td>
<td>Hike + outdoor activities</td>
</tr>
<tr>
<td><strong>12:00-1:00pm</strong></td>
<td>Lunchtime on the lawn&lt;br&gt;  - Wash hands, restroom break</td>
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<tr>
<td><strong>1:00-1:30pm</strong></td>
<td>Story time under the apple tree</td>
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<tr>
<td><strong>1:30-2:45pm</strong></td>
<td>Afternoon centers&lt;br&gt;  - Crafts, science investigations, games, or another hands-on activity</td>
</tr>
<tr>
<td><strong>2:45-3:00pm</strong></td>
<td>Closing circle on the lawn&lt;br&gt;  - Wrap up activity, sharing time</td>
</tr>
<tr>
<td><strong>3:00-3:30pm</strong></td>
<td>Pick-up time&lt;br&gt;  - Wash hands before leaving</td>
</tr>
<tr>
<td><strong>3:30-5:00pm</strong></td>
<td>After care ($20/day)</td>
</tr>
</tbody>
</table>
COVID-19 Protocols & Policies

We have developed camp policies to limit the spread of COVID-19 and prevent cancellations or closures related to COVID-19 exposure. These policies include:

- Campers who have symptoms of COVID-19, or who have been exposed to someone with symptoms or with a confirmed case of COVID-19 in the previous 14 days will be required to stay home.
- Camp families will be required to complete a daily camper health questionnaire and temperature screening, upon arrival to camp.
- Campers will be required to conduct regular hand-washing for at least 20 seconds using soap and water (upon arrival, before and after snack/lunch, before departure).
- Campers will be required to carry hand sanitizer with at least 60% alcohol when they will not have access to soap and water (e.g. when we go on a hike).
- Campers will be required to wear masks at all times except when eating/drinking.
- Outdoor activities will be prioritized, and we will only use indoor spaces when necessary due to inclement weather. When we are required to move indoors, we will utilize the open-air Henderson Pavilion (large sliding doors that can be left open to increase ventilation).
- Campers will be provided with a bin of materials that only they will use for the duration of the camp week, including craft supplies, investigation equipment, and toys, and these will be stored in individually labeled containers and cubbies.
- All high-touch surfaces will be cleaned and disinfected at the end of every day of camp.

In the event that a camper, staff member, or volunteer, or someone in their household, is showing symptoms of COVID-19 (including fever, chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, or diarrhea) we will require the following procedures:

- The individual will be sent home immediately and required to be tested before they can return to camp.
- Areas that the individual visited (restrooms, cubbies, etc.) will be cleaned and disinfected.
- In the event that a camper, staff member, or volunteer, or someone in their household, gets or is exposed to COVID-19 (confirmed by a positive test), we will require the following procedures:
  - All camp families will be notified immediately by the Camp Director over the phone
  - Camp will be cancelled for the remainder of the week
  - Camp staff and volunteers are required to be tested before they can return to camp
  - The following week of camp will be subject to cancellation depending on the duration and outcome of test results
COVID-19 Camper Code of Conduct

Camp families must review our COVID-19 code of conduct before attending Audubon summer camp.

Audubon Camp COVID-19 Code of Conduct

My family and I agree to...

* **Commit** to taking care of ourselves and others
* **Minimize** exposure to COVID infections when not at camp (before, and during camp sessions)
* **Stay** home when sick, or if exposed to others who may be sick
* **Follow** camp rules, including:
  * Mask usage
  * Distancing
  * Hand-washing (routinely, especially before eating and after using the bathroom)
  * Any other safety instructions provided by staff
  * Being kind and considerate of other campers and staff
  * Restricting “visitor time” at camp to drop-off and pick-up only, with no “socializing” between parents in the parking lot.
* **Asking** questions if unclear about any of the rules
What should I bring to camp?

What should my camper wear to camp?

- Campers should wear **comfortable clothing** for hiking, playing, and getting messy!
- This year, campers will be required to wear a **face mask** at all times, except when eating and drinking. The mask will need to cover their nose and mouth. Please pack an extra face mask (or 2!) for your camper in their backpack!
- **Hats, sturdy, close-toed shoes, sunscreen, and a jacket or raincoat** are required. Campers will be exploring, playing, and having fun outside so clothes and shoes that can get dirty are appropriate.

What else should my camper bring to camp?

- Children will need to bring their own **morning and afternoon snack, lunch and water**. Lunch will be a supervised, relaxing, half-hour break between the morning and afternoon activities. Audubon always encourages sustainability. All of our campers – as well as Audubon staff – are encouraged to bring reusable water bottles and “no waste” lunches.
- We get messy, so we recommend bringing a **change of clothes**, just in case. This is especially true for our youngest campers.
- If the conditions are right, we may play in the river. Bring **clothes and shoes that are suitable for getting wet** on Monday, and keep them in your cubby throughout the week.
- Please label everything! The amount of clothing left over after summer camp is tremendous. We will do our very best to return lost and found items to you, but please assist us by placing your child’s name clearly on lunchboxes, water bottles, clothing, and other items.

What should my camper NOT bring to camp?

- **Toys:** Unfortunately, toys from home can be distracting or can get lost. Please leave them at home or in the car. Anything with an on/off switch will not be permitted at camp, with some limited exceptions for specific camp activities.
- **Money:** Campers will not be allowed in our Nature Store without an adult, so please leave money at home or with an adult.
Camper Drop Off & Pick Up

- **Please drive slowly on Upper Canyon Road at all times!** The posted speed limit is 25 miles per hour, but it is best to go slower. In June 2021, there will be construction happening at the Randall Davey Audubon Center, so please be extra careful when dropping off and picking up your camper. It is also important to note that we have a very small parking lot. We are open to the public during these times, so the parking lot can be very busy during drop off and pick up.

- All camps are full-day sessions running from 9AM to 3PM. Campers can be dropped off from 8:30-9AM, and picked up from 3-3:30PM. Please ensure that your child is dropped off and picked up ON TIME. Our staff is busy setting up before camp and cleaning up after camp, so we appreciate your timely arrival.

- Your child will only be released to adults that you have indicated on your Authorized Pick-Ups form in your account on CampDoc. If there is an emergency and you need to have another adult pick up your child, please call and let the camp director know at (505) 983-4609.

**After Care**

- After care is available from 3:30-5PM for a cost of $20 per day. Please sign up for these services through our online registration system or with our Camp Director by email at sally.maxwell@audubon.org.

- Campers will automatically be enrolled in after care if they are not picked up by 3:30PM and you will be charged the full after care rate of $20.
Cancellations & Transfer Policy

What if I need to cancel?

Due to COVID-19, we have made our cancellation policy more flexible. Cancellations made on or prior to May 1, 2021 are fully refundable minus a $50 processing fee. Cancellations made after May 1, but at least 2 weeks prior to your camper’s session will receive a 50% refund. Cancellations made less than 2 weeks prior to your camper’s session will receive a 20% refund. No refunds will be given for cancellations within 1 week of your child’s camp session. All cancellations must be in writing to the Camp Director.

In the event that we must cancel camp due to a confirmed positive COVID-19 case amongst our campers, staff, or volunteers, camp families will be refunded in full for the days they are unable to attend camp.

Can I transfer my camper to a different session?

Yes, if space is available. The fee for transferring a camper to a different session is $50. Please contact our Camp Director at sally.maxwell@audubon.org.