

Ministry of Health

# COVID-19 Safety Guidelines for: Day Camps

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This guidance provides basic information only. It is not intended to take the place of medical advice, diagnosis, treatment, or legal advice.

In the event of any conflict between this guidance document and any legislation or orders or directives issued by the Minister of Health or the Chief Medical Officer of Health (CMOH), the legislation, order, or directive prevails.

This document constitutes safety guidelines for COVID-19 for day camps produced by the Office of the Chief Medical Officer of Health in accordance with subsection 24(1) of Schedule 7 of [O. Reg. 82/20](#) (Rules for Areas in the Shutdown Zone and in Step 1), subsection 21(1) of Schedule 2 of [O. Reg. 263/20](#) (Rules for Areas in Step 2), and subsection 19 (1) of Schedule 2 of [O. Reg. 364/20](#) (Rules for Areas at Step 3) made under the [Reopening Ontario \(A Flexible Response to COVID-19\) Act, 2020](#) (ROA) (hereby referred to as O. Reg. 82/20, O. Reg. 263/20, and O. Reg. 364/20 respectively).

The person responsible for a day camp that is open must operate the business or organization in compliance with the advice, recommendations and instructions of public health officials, including any advice, recommendations or instructions on physical distancing, cleaning or disinfecting.

Pursuant to O. Reg. 82/20, Reg. 263/20, and O. Reg. 364/20 day camps for children are permitted to open if they are operated in a manner consistent with the safety guidelines for COVID-19 for day camps produced by the Office of the Chief Medical Officer of Health (OCMOH).

- Please check the [Ministry of Health \(MOH\) COVID-19 website](#) regularly for updates to this document, [Reference Document for Symptoms](#), mental health resources, and other information
- Please check the [Orders, Directives, Memorandums and Other Resources](#) page regularly for the most up to date directives. More information can be found in the [Roadmap to Reopening](#) developed by the Government of Ontario. Relevant rules can be found in the Regulations mentioned above.

- Please check the [provincial COVID-19 website](#) regularly for current information and additional resources to help stop the spread.
- Please check the [resources to prevent COVID-19 in the Workplace](#) page.
- This guidance does not apply to day camps serving children who are younger than four years of age that require a childcare license issued by the Ministry of Education. Licensed child care centres must follow the COVID-19 related health and safety requirements set out in [O. Reg. 137/15](#) under the [Child Care and Early Years Act, 2014 \(CCEYA\)](#). Additional operational guidance is provided in the Ministry of Education's document entitled [Operational Guidance During COVID-19 Outbreak: Child Care Re-Opening](#), as amended from time to time.

Day camps must run for a minimum of one week of consecutive days (e.g., Monday through Friday), and must maintain consistent cohorts for the duration of each camp session for up to 2 continuous weeks (e.g., if a session is 1 week, maintain the cohort for the full week; if a session is 2 weeks, maintain the cohort for the full 2 weeks; if a session is longer than 2 weeks or if camp participants are enrolled in multiple consecutive sessions at the same day camp, aim to keep cohorts as consistent as possible for as long as possible).

Outdoor Education Centres (OECs) must run for a minimum of one (1) full day, conducted with established cohorts, and maintain the cohorts for the duration of each program session.

In addition to the guidance provided in this document, day camp programs and OECs must also comply with applicable setting/activity-specific requirements (e.g., sports) as well as general restrictions or requirements in accordance with O. Reg. 82/20, O. Reg. 263/20, and O. Reg. 364/20 made under the ROA.

All applicable legislative or regulatory requirements related to health and safety such as those in the [Occupational Health and Safety Act](#) (OHSA) and its regulations or in any regulation under the ROA continue to apply.

Employers must comply with municipal by-laws and any applicable orders under the [Health Protection and Promotion Act](#) issued by local medical officers of health and any applicable public health advice, recommendations, and instructions of the local medical officer of health. Day camp operators must comply with all other applicable requirements outlined in policies and guidelines issued by the Ministry of Education and the Ministry of Heritage, Sport, Tourism and Culture Industries, including any other relevant requirements or instructions issued under emergency orders, policies or guidelines issued by the Government of Ontario.

Under the ROA regulations, persons responsible for a business that is open are required to prepare and make available a safety plan in accordance with the regulation. Employers are encouraged to use the Ontario guide to Develop your [COVID-19 Workplace Safety Plan](#) to make plans and put controls into place to help make the operation safer for everyone.

Safety plans must:

- Describe the measures and procedures that have been implemented or will be implemented in the business to reduce the risk of transmission of COVID-19;
- Describe how the requirements in O. Reg. 82/20, O. Reg. 263/20, and O. Reg. 364/20 will be implemented in the business, including by screening, physical distancing, non-medical masks or face coverings, cleaning and disinfecting of surfaces and objects, the wearing of personal protective equipment (PPE), and preventing and controlling crowding;
- Be made in writing and made available to any person for review on request; and,
- Be posted in a conspicuous place where it is most likely to come to the attention of individuals working in or attending the business.

## Arrival at Camp

1. Anyone entering the camp (campers, staff, parents/guardians, contractors, deliveries, etc.) must be actively screened upon arrival. Refer to the 'Screening' section below for more information.
2. Day camp operators are required to keep and maintain daily records for anyone entering the camp, including name, contact information, time of arrival/departure, screening to facilitate contact tracing in the event of a probable or confirm COVID-19 case or outbreak.
3. Pick-up and drop-off of camp participants should take place outdoors and within a designated and isolated area. Parents/guardians must not enter the day camp, building, or go beyond the drop-off/pick-up areas unless it is determined there is a need, and if so, they must be actively screened and should adhere to public health measures (e.g., mask, hand hygiene, physical distancing).
4. Staggering the arrival and departure times is recommended to support cohorting and physical distancing measures.
5. Medical notes or proof of negative tests should not be required for camp participants, or siblings of camp participants, or staff to return to camp.
6. Day camp operators should strongly encourage all eligible staff and camp participants to receive COVID-19 vaccination as soon as possible, and at the earliest opportunity before the camp starts.

## Screening and Symptom Monitoring

**Passive screening** must be achieved by [posting signs](#) at the entrance/reception areas and should include:

- explanations of symptoms of and exposures to COVID-19
- actions to take if they have symptoms or have had exposures (i.e., screening is positive)
- importance of public health measures

**Active screening** must be achieved by using an online, paper-based, or in person screening tool and can be completed:

- at home prior to arrival, or
  - upon arrival at program setting prior to entry (details below).
7. Anyone entering the camp (e.g., camp participants, staff, or visitors) must be actively screened prior to arrival or upon their arrival prior to entry at a clearly identified location, with the exception of first responders who should in emergency situations be permitted entry without screening.
  8. Anyone who is ill and/or does not successfully pass the active screening must not be permitted to attend the program.
  9. Household members of camp participants who also attend camp and have symptoms compatible with COVID-19 should follow the directions of the COVID-19 screening tool.
  10. Where possible, daily screening of camp participants should be completed electronically by a parent/guardian prior to arrival at camp.
  11. Day camps may use the [COVID-19 school and childcare screening tool](#) or similar process (e.g., via online form, survey, or e-mail aligned with the criteria for the provincial tool) to facilitate screening.
  12. Staff conducting active screening at the day camp setting should take appropriate precautions when screening:
    - Maintaining a distance of at least 2 metres from those being screened is recommended when possible;
    - Separation by a physical barrier (such as a plexiglass barrier) is recommended when possible;
    - Personal protective equipment including a medical mask and eye protection (e.g., goggles or face shield) is recommended for screeners;

- Where an online screening tool has not been completed or if physical distancing cannot be maintained between the screener and an individual being screened, PPE is required for screeners;
  - Refer to the [Public Health Ontario resources](#) for how to properly put on, [wear](#), and [take off](#) masks and eye protection;
  - Alcohol-based hand rub (ABHR) containing at least 60% to 90% alcohol content should be available at screening stations and entrances/exits, ensuring younger children do not have unsupervised access.
13. Camp participants should be monitored by staff for [symptoms of COVID-19](#) while at the day camp. Camp participants cannot continue to attend day camp if they develop COVID-19 symptoms. Please see the section on 'Management of Individuals with Symptoms of COVID-19' below
- Day camp participants should be made aware, in age-appropriate, culturally appropriate, and non-stigmatizing language, how to identify symptoms of COVID-19 and should be instructed to speak to a staff member immediately if they feel ill.
  - Staff should be made aware of how to identify their own signs and symptoms of COVID-19 and be instructed to speak to the camp operator or supervisor immediately if they feel ill during camp.

## General Requirements for Operators of Day Camps

### Cleaning and Disinfecting

14. Ensure all toys and equipment are made of material that can be cleaned and disinfected (e.g., avoid plush toys, playdough) or are single use and are disposed of at the end of the day.
15. Minimize the sharing of objects, toys, equipment and surfaces, and other personal items, where possible, or they should be cleaned and disinfected between use. Camp participants should clean their hands before and after use of shared items that cannot be properly cleaned and disinfected (e.g., life jackets).
16. Clean and disinfect frequently touched surfaces twice daily at a minimum; however, more frequent cleaning and disinfection may be necessary, depending on the frequency of use and extent of soilage. Examples include, but are not limited to toilet and faucet handles, tables, knobs, handles, light switches, and touch screens. Refer to Public Health Ontario's (PHO) factsheet on [Cleaning and Disinfecting for Public Settings](#).

17. Use only disinfectant products that have a Drug Identification Number (DIN). Low-level hospital grade disinfectants may be used. Please see Health Canada's [list of hard-surface disinfectants and hand sanitizers with evidence for use against COVID-19](#) for more information.
18. Check expiry dates of cleaning and disinfecting products and follow the manufacturer's instructions for application method, contact time, and PPE required during use. Ensuring that the products used are compatible with the item to be cleaned and/or disinfected.

## Hand and Respiratory Hygiene

19. Promote and perform frequent, proper hand hygiene (including supervising or assisting camp participants) by handwashing with soap and water or using an alcohol-based hand-rub (ABHR) at 60% to 90% alcohol concentration when hands are visibly soiled. Refer to PHO's [How to Wash Your Hands](#) fact sheet for more information.
20. Educate staff and campers on proper hand hygiene and ensure that each camper and staff member performs hand hygiene often throughout the day including before and after eating, using shared equipment (e.g., balls, loose equipment, climbing harnesses and climbing facilities, lifejackets), activities, after toileting, blowing their nose, and before touching their faces.
21. Educate staff and campers on proper respiratory etiquette and ensure each camper and staff member follows appropriate respiratory etiquette, such as avoiding touching their face and/or mask and coughing/sneezing into their elbow, sleeve, or tissue.

## Physical Distancing

22. Physical distancing is not required by individuals within a cohort; however, physical distancing of at least 2 metres must be maintained by individuals of other cohorts. Physical distancing is encouraged between camp participants, parents/guardians, and staff.
23. Ensure physical distancing between cohorts by:
  - Choosing or modifying activities to minimize close contact;
  - Spreading cohorts into different areas. Exceptions may be made where safety limits the ability to distance (e.g., emergency drilled, first aid, severe weather) or for those with special needs;
  - Spread furniture, camp equipment, and activity stations into different areas to allow for more space;
  - Using visual cues (e.g., signs, posters, floor markings, etc.) and ensuring compliance with the requirements in the [Accessibility for Ontarians with Disabilities Act, 2005 \(AODA\)](#);

- Staggering or alternating common routines such as mealtimes or other activities to reduce number of individuals in common areas and to enable physical distancing of at least 2 metres between cohorts where physical distancing may not be possible;
- Incorporate more individual activities or activities that encourage more space between camp participants and/or cohorts, and where possible, between individuals within a cohort;
- Using telephone or video conferencing when possible for meetings between staff and parents/guardians; and,
- Consider staffing ratios and staff expertise that may be needed to support camp participants with special needs. Physical distancing may be more challenging to achieve for camp participants with greater personal needs. In the event physical distancing cannot be maintained and the camp participant is unmasked, or mask use is inconsistent, the use of a medical mask and eye protection by staff is required.

## Cohorting

24. Operate programs in consistent cohorts (with assigned staff members) who stay together throughout the duration of the program, with the following considerations:

- Cohort sizes and staff to participant ratios (see Table 1 on the following page) should be in line with the guidance found in the [Operational Guidance During COVID-19 Outbreak – Child Care Re-opening](#). The camp should reduce the maximum number of children in a cohort to allow for indoor and outdoor physical distancing. Cohort sizes must also be sufficiently small to accommodate physical distancing in the available space.
- Consider grouping participants who are members of another cohort together outside of the day camp (e.g., same class at school, same household, siblings) where possible.
- If a camp participant requires a support worker(s) or other additional personal assistance, this support worker(s) or other additional personal assistance does not need to be included in the cohort count, but that individual should remain with the cohort at all times and follow all policies and protocols for staff (such as daily self-screening and wearing appropriate personal protective equipment.)

25. Cohorts (camp participants with their assigned staff) must not mix (i.e., be within close contact) with other cohorts, including pick-ups and drop-offs, mealtimes, before and after care, playtime, and outdoor activities.

**Table 1: Maximum Cohort Sizes and Staff Ratios**

Age Category	Age range of age category	Ratio of staff to camp participants	Maximum Number of camp participants in cohort (not including staff)
Kindergarten	4 years up to 6 years	1 to 13	26
Primary/Junior School	6 years up to 9 years	1 to 15	30
Junior School	9 years up to 13 years	1 to 20	20
Secondary School	> 13 years	1 to 20	20

26. Programs that use an indoor room/space that is shared by other cohorts (e.g., staff areas/rooms, tents, gymnasiums, hallways) or has other user groups (e.g., programs in community centres and museums) must ensure:

- Each cohort has their own assigned indoor space separated from all other cohorts or groups by a prominent visual cue (e.g., floor markings) or a physical barrier that does not interfere with airflow or ventilation or pose a safety /fire hazard issue (e.g., pilons) to reinforce physical distancing requirements between cohorts and groups.

27. Each cohort should have designated equipment for their use only (e.g., balls, loose equipment) or equipment that is cleaned and disinfected between cohort use;

28. Personal belongings brought to camp should be minimized and not shared between individuals. Personal items (e.g., backpack, clothing, towel, food, devices that support alternate communication methods) should be labeled or clearly identifiable, reserved for personal use only, and stored separately in an individual's designated space;

29. In shared outdoor spaces, cohorts must maintain a distance of at least 2 metres between cohorts and any other individuals outside of the cohort;

30. Play structures can only be used by one cohort at a time with hand hygiene performed before and after use; and,

31. Stagger the use of washrooms and changerooms where possible, to prevent mixing of cohorts.



## Activities

32. Outdoor programming is encouraged as much as possible.
33. Activities that involve singing or the playing of brass or wind instruments must be:
- Indoors with only camp participants of the same cohort, with physical distance of at least 2 metres and adequate ventilation; or,
  - Outdoors with physical distancing of at least 2 metres.
34. Any day camp where children participate in sports and recreational fitness activities must adhere to applicable requirements set out in subsection 45 (7) of Schedule 7 of O. Reg. 82/20, subsection 19(7) of Schedule 2 of O. Reg. 263/20, and subsection 16 (1) of Schedule 2 of O. Reg. 364/20, regardless of the setting in which the day camp activities are taking place.
- In Step 3 of the Roadmap to Reopen, low contact sports and recreational fitness activities are permitted indoors. Masking is not required indoors for these sports/activities if with individuals of a cohort or if distancing can be maintained.
  - High contact sports and recreational fitness activities are permitted outdoors.
35. For aquatic activities (e.g., pool, lake, beach, splash pad, wading pool ), operators of day camps must adhere to any applicable requirements in Ontario Regulation 565: Public Pools made under the HPPA , as wells as any municipal or local guidance and restrictions in place at the time of activity.
36. Activities involving animals should follow all requirements for health and safety as set out in this guidance as well as the [Recommendations for the Management of Animals in Child Care](#) document.
37. Programs that involve food preparation and consumption activities should follow hand hygiene and public health standards and all public health measures.

## Transportation

38. Transportation of camp participants and staff may occur by charter bus for daily transport to the camp, field trips, and off-site activities. The follow measures should be followed:
- Camp participants and staff must be actively screen prior to boarding. Camp participants and staff must not be permitted to board the bus if they have symptoms or otherwise do not pass screening;
  - Transport should limited to a single cohort of camp participants;

- Masks must be worn if camp participants (Grade 1 and above) or staff are travelling with individuals outside of their cohort
- To the extent possible, physical distancing should be maintained between cohorts.
- All passengers must clean their hands prior to boarding;
- Eating and drinking should be discouraged;
- A seating plan of all passengers including the date of travel is required and must be maintained for the duration of transport for the purposes of contact tracing;
- If parents/guardians are dropping off/picking up camp participants or staff directly at the departure/destination of transportation, parents/guardians should wear a mask and maintain a physical distance of 2 metres from other camp participants, staff, or parents/guardians; and,
- The vehicle is cleaned and disinfected after each use including high touch surfaces (e.g., seatbelts, armrests, handles).

39. Public transportation for field trips and off-site activities is strongly discouraged due to the increased risk of potential exposure to COVID-19. However, if avoiding public transportation is not possible for essential camp activities, the following must be adhered to:

- Performing hand hygiene prior to and after each trip;
- Masking is required for grades 1 and above;
- Eating and drinking should be discouraged on public transportation;
- Touching of contact surfaces should be avoided, where possible, on public transportation;
- Remaining in assigned cohort groups for the duration of the trip; and,
- Maintaining physical distancing, where possible, from those outside of the cohort.

## **Eating and Drinking**

40. Drinking water fountains should only be used with water bottles and disposable cups

- Post signage at the drinking water fountain advising campers and staff to avoid placing their mouth on the spout or allowing their water bottle/cup to come in contact with the spout.
- Hand hygiene should be performed before and after using a drinking water fountain that is not automatic. Hand sanitizer should be easily accessible for use.

41. Eating outdoors is encouraged. If eating indoors, stagger mealtimes between cohorts, where possible.
42. If meals or snacks are provided by the program or brought to the camp by the camp participant or staff, ensure:
  - Camp participants and staff perform proper hand hygiene before and after eating;
  - Camp participants and staff have their own drink bottle (or has access to disposable cups) that is labeled, kept with them during the day, and not shared;
  - Camp participants and staff have their own individual meal or snack with no common food;
  - Self-serve buffets are not permitted;
  - Food service (e.g., buffet) for camp participants or staff should be conducted or assisted by a staff member;
  - Food and drinks are not shared;
  - Utensils and other items (e.g., plates, condiments) are kept and dispensed in a manner to prevent contamination;
  - Cleaning and disinfection procedures are followed for surfaces and all items used in the food service chain;
  - Masks should be worn within indoor dining areas unless eating or drinking (i.e., individuals should leave their masks on until they start eating/drinking); and,
  - Physical distancing between cohorts while seated at tables.

### **Masks and Personal Protective Equipment (PPE)**

43. Education must be provided to all staff for the recommended precautions, including PPE (e.g., how to put on and take off PPE, proper disposal). For example, a generalized [Infection Prevention and Control training](#) is available for all sectors by Public Service Health and Safety Association. More information for masking can be found provincial COVID-19 website or PHO's [factsheet on masks for source control](#)
44. [Masks](#) must be worn by staff and camp participants indoors, unless the individual:
  - Has a medical condition that inhibits their ability to wear a mask or face covering;
  - Is unable to put on or remove their mask or face covering without the assistance of another person (e.g., if they are less than Grade 1 as of September 1, 2021);
  - Is being accommodated in accordance with the *Accessibility for Ontarians with Disabilities Act, 2005*;
  - Is being reasonably accommodated in accordance with the *Human Rights Code*;

- Is eating or drinking;
- Is at their desk or workspace (for staff); or,
- There is a barrier in place (for staff).

Reasonable exceptions are expected to be put in place by day camp operators following provincial guidance. Refer to the [Government of Ontario's Guidance on Face Coverings and Face Masks](#) , [Government of Ontario's Guidance on Using Masks in the Workplace](#).

**Note:** It is not a provincial requirement, nor is it encouraged to obtain a doctor's note related to a medical exemption for masking requirements.

45. Masks are not required in outdoors spaces among camp participants of a cohort; however, cohorts should maintain at least a 2 metre physical distance from other cohorts.
46. Staff must wear a medical mask indoors. Staff must wear eye protection (e.g., face shield, goggles) when engaging with an individual who is not wearing a mask and physical distance of at least 2 metres cannot be maintained.
  - In the event a medical mask cannot be worn, physical distance must be maintained to minimize risk to others.
  - The Ontario Together Portal has a [Workplace PPE Supplier Directory](#) that lists Ontario businesses that provide PPE and other supplies.
47. Staff are encouraged to wear a mask during outdoor camp activities and is required to wear a mask if physical distancing of at least 2 metres cannot be maintained between individuals.
48. Space(s) should be provided to support nutrition and mask breaks for staff in a safe manner (e.g., a space where staff can maintain at least 2 metres distance from each other).
49. Staff may take off their masks and eye protection when eating/drinking or on break; however, time with masks off should be limited and they must be separated from every other person by a physical distance of at least 2 metres or plexiglass or some other impermeable barrier.
50. Camp participants and staff should have access to multiple masks to facilitate changing, as needed.
51. Masks should be changed when visibly soiled, damp, or damaged.
52. Masks should be avoided if undue risk may occur (e.g., interfering with communication or with the specific activity), or if breathing is difficult during extremely hot weather conditions. In these instances, physical distancing must be maintained.

53. A personal protective equipment (PPE) kit should be maintained specifically for managing a camp participant or others who become symptomatic during the camp day. The kit should be readily available for staff to use quickly if they are not already wearing a medical mask and eye protection, and include at a minimum: ABHR, medical masks, and eye protection (e.g., face shield or goggles).

## Management of Individuals with Symptoms of COVID-19

54. If a camp participant, staff, or visitor begins to experience symptoms of COVID-19 while attending day camp:

- The symptomatic individual should be immediately separated and isolated from others in a pre-established, supervised isolation area until they can leave the camp;
- Anyone providing care to the symptomatic individual must use appropriate droplet and contact precautions, including a medical mask and eye protection (e.g., face shield or goggles), and gown and, where possible, maintain a physical distance of at least 2 metres;
- The symptomatic individual must also wear a medical mask, if tolerated, and be reminded about frequent hand hygiene and [respiratory etiquette](#);
- Tissues should be provided to the symptomatic individual with proper disposal in a closed, lined, no-touch waste basket or garbage bin followed by hand hygiene
- Symptomatic individuals, without an alternative diagnosis, should be directed to be tested according to the [Provincial Testing Guidance](#):
  - Symptomatic staff and campers should follow the advice of the [COVID-19 School and Child Care Screening](#) where appropriate and contact their health care provider where needed. They may also complete the COVID-19 self-assessment for further direction on testing recommendations.
  - Refer to Ministry of Health website for [testing locations](#).
- The isolation space or any other areas of the camp where the ill individual was should be cleaned and disinfected once the individual leaves the camp.

55. All cases of COVID-19 should be investigated and managed according to the [Public Health Management of Cases and Contacts of COVID-19 in Ontario](#).

56. A list of day camp participants, staff, and visitors in the day camp who were in close contact with or in the same cohort as the symptomatic individual should be prepared by staff to give to the local public health unit (when requested), should the individual test positive or become a probable case (e.g., they are symptomatic and their household member tests positive).

57. Camp operators are expected to record and make available:

- Attendance records,
- Cohort lists and seating charts,
- Before-and-after childcare lists,
- Transportation lists and seating charts,
- Up to date contact information for parents/guardians, staff, and camp participants.

58. Communication protocols that include plans to update and inform necessary stakeholders within the day camp workplace and community while maintaining confidentiality of the ill individual should be initiated with direction from the local public health unit.

59. Regular day camp activities can continue unless directed otherwise by the local public health unit.

## **Management of Contacts of Individuals with Symptoms of COVID-19**

60. Camp operators should have a written plan in place for management of close contacts of staff and camp participants who become ill with symptoms of COVID-19.

61. Those who are identified as potential close contacts should remain cohorted.

62. The local public health unit provides individual direction on testing and isolation of close contacts of a case.

63. The local public health unit determines any next steps that should be followed by camp participants or staff who have been exposed to a confirmed case of COVID-19.

## **Reporting**

64. Camp operators must report any probable or confirmed cases of COVID-19 (staff or camp participant) to the local public health unit to support case management and contact tracing. The local public health unit will provide specific advice on testing and outbreak management procedures.

65. In general, day camps should not report all instances of illness (staff or camp participant) to the local public health unit; however, if camp operators are of the opinion that an ill individual has symptoms compatible with COVID-19, they are advised to contact the local public health unit for specific advice on next steps.

## Outbreak Management

66. An outbreak is declared by the local medical officer of health or their designate.
67. One or more probable or confirmed COVID-19 cases in a camp participant or staff member requires collaboration with the local public health unit, who will determine the exposure risk and provide direction for all contacts, which may include the recommendations for testing, exclusion of cohorts, declaration of an outbreak, and outbreak control measures to be implemented.

### Control Measures

68. Control measures are any action or activity that can be used to help prevent, eliminate or reduce a hazard. Once an outbreak is declared, the local public health unit will provide recommendations on cohort(s) isolation, and the potential need for full or partial camp dismissal based on the scope of the outbreak.
69. The local public health unit may give camp operators discretion, if necessary, to send individuals or cohorts home while awaiting the results of the public health investigation.

### Declaring the Outbreak Over

70. The local medical officer of health or their designate is responsible for declaring when the outbreak is over and informing the day camp operator and advising on any next steps.

## Occupational Health & Safety

71. The *Occupational Health and Safety Act* (OHSA) requires employers to take every precaution reasonable in the circumstances for the protection of a worker. This requirement applies to day camp programs and includes protecting workers from all hazards including infectious diseases such as COVID-19.
72. All workplace parties (e.g., employers, staff members, camp leaders) have statutory responsibilities related to health and safety in the workplace.
73. Important elements of occupational health and safety during COVID-19 include:
- Ensuring that a physical distance of at least 2-metres between the worker and other individuals is maintained, or that a non-permeable physical barrier is in place, where possible.
  - Using masks (medical or non-medical) as source control. This involves having workers, and visitors wear a mask or face covering to protect those around them. Source control masking should not be used as a substitute for physical distancing - both of these control measures lower risk and should be used together.

- Even with other controls in place, including physical distancing and source control masking, there may be situations where personal protective equipment (PPE) will be required.
- When workers are performing tasks that require them to work within 2-metres of another person outside of their cohort without a barrier (e.g., Plexiglas, partition) then PPE is needed.

74. The employer must determine what PPE is required and ensure that it is worn by workers. To protect workers against COVID-19 in non-health care workplaces, PPE likely includes a medical mask as well as eye protection (e.g., goggles, face shield).

75. A training program to support the safe implementation of recommended precautions must be provided to all workers. It is the employer's responsibility to ensure all workers are instructed and trained on the safe use, limitations, proper maintenance and storage of supplies and equipment, including but not limited to: alcohol-based hand rub with 60-90% alcohol concentration; PPE; and cleaning supplies and equipment.

76. Employers should have written policies and procedures in place that support worker safety including for infection prevention and control, as well as addressing COVID-19 in the workplace.

77. A camp's joint health and safety committee (JHSC) or health and safety representatives should play a role in reviewing and revising health and safety policies with the employer.

78. If staff members are unwell or are aware that they have been in close contact with someone who is confirmed as having COVID-19, they should notify their manager or supervisor, and should not come to work. They should also be encouraged to get tested. Information about assessment centres can be found [here](#). If they have questions related to COVID-19, they should contact their primary care provider or Telehealth Ontario (1-866-797-0000) or visit Ontario's COVID-19 website.

79. If a worker is confirmed by the local public health unit as a close contact of an individual who has tested positive for COVID-19, the employer and worker:

- Must follow advice from the [local public health unit](#).
- Should follow the camp's policies and procedures.

80. If COVID-19 is suspected or confirmed in a worker:

- The worker must remain in self-isolation and follow the directions of the local public health unit.
- The duration of the self-isolation period for the worker will be determined by the local public health unit based on their risk assessment and [provincial guidelines](#).



- Negative clearance tests prior to return to work are not required or recommended.
  - If the local Public Health Unit has cleared a staff member for return to work, the staff member should report to their supervisor/manager or designated staff at the day camp prior to their return to work.
81. If the day camp operator is advised that one of their staff has tested positive for COVID-19 due to exposure at the workplace, or that a claim has been filed with the Workplace Safety and Insurance Board (WSIB), the day camp operator must give notice in writing within four days to the:
- Ministry of Labour, Training and Skills Development
  - Workplace's joint health and safety committee (or health and safety representative); and,
  - the staff member's trade union, if any.
82. The day camp operator must report any occupationally acquired illnesses to the WSIB within 72 hours of receiving notification of the illness, where applicable.
83. The day camp operator does not need to determine where a case was acquired. If it is reported to the day camp as an occupational illness, the case must be reported.