



## COVID-19 PREPAREDNESS AND RESPONSE PLAN

JUNE 15, 2020 - FINAL

### Introduction

Lake Ann Camp (“**LAC**” or the “**Camp**”) exists to challenge individuals in a group setting to make biblical, life-changing decisions through unique learning experiences. As a part of that mission, LAC, incorporated in 1949, has operated summer camps for 70 years.

The novel coronavirus, COVID-19 (“**COVID**”), has spread to become a worldwide pandemic. Michigan’s governor issued declarations of a statewide state of emergency due to the pandemic. As of the writing of this plan, nearly 60,000 total COVID cases and over 5,700 COVID-related deaths have been reported in Michigan. COVID cases include all age groups and can lead to many complications. Cases of asymptomatic carriers of the virus have been reported to lead to its spread.

COVID is mostly spread by respiratory droplets released when people talk, cough, or sneeze. It is thought that the virus may spread to hands from a contaminated surface and then to the nose or mouth, causing infection. Experts have learned much about COVID and its spread. But experts are still learning. And, because it seems that asymptomatic persons can carry and spread COVID, the most diligent screening and other disease prevention efforts cannot prevent its spread. Instead those efforts can only reduce the risk of exposure to and spreading COVID.

Executive orders issued by Michigan’s governor had, until Executive Order #2020-120 (“**EO-120**”) issued Friday, June 12, 2020, precluded overnight camp operations in Michigan. That same day, the Michigan Department of Licensing and Regulatory Affairs (“**LARA**”), Bureau of Community and Health Systems (the licensing body for camps), issued its *Guidelines for Camp Operations During COVID-19* (“**LARA Guidelines**”).

Though Camp staff had prepared and refined multiple possible approaches to operating summer camps during the COVID pandemic, because of the earlier executive orders, the LAC board of directors reluctantly canceled its summer camps at a meeting on May 13, 2020. When contacted about this decision, many campers, families, church leaders and others expressed great disappointment and, some even dismay of the prospect of the first summer in 70 years without LAC summer camp.

When informed by LARA staff and Benzie County Health Department (“**BCHD**”) staff that Michigan’s governor would be issuing a new executive order allowing summer camps to open, Camp staff began to reactivate its plans for operating the LAC summer camps in accordance with the LARA Guidelines and other guidance documents. On the evening of June 12, 2020, the LAC board of directors met again to approve those summer camp plans.

LAC’s 2020 summer camp will be different. Due to the timing of EO-120, there will be two fewer weeks of summer camp. Due to the LARA Guidelines, fewer staff and campers can be accommodated, additional protocols will be implemented, activities will be altered, some interactions will be limited, and “social distancing” and personal protection equipment will be required. These changes add to per-camper costs.

**Importantly, the Camp has taken many actions to prepare for summer campers. That preparation and continuing practices explained in this Plan are intended to reduce the risk of COVID exposure and infection. However, LAC cannot make the Camp COVID risk-free. LAC is also not representing the actions taken and continuing practices have minimized or will minimize the risk of COVID exposure and infection. Along with other risks of staffing or attending a summer camp, those who join the LAC staff or who come as campers will also be assuming a risk of COVID exposure. Consequently, those arriving at Camp and staying at Camp do so at their own risk.**

This COVID-19 Preparedness and Response Plan (this “**Plan**”) is one part of LAC’s efforts. This Plan is available to all staff, to all campers, to all families and to any others who have an interest in it on the LAC

website <https://www.lakeanncamp.com>. Questions regarding this Plan can be addressed by calling (231) 275-7329 or by email at [info@lakeanncamp.com](mailto:info@lakeanncamp.com). Every Camp staff member and every camper's family will be provided a copy of this Plan.

## **INFORMATION FOR CAMPERS' PARENTS**

### **Completed and Signed COVID Information Sheet Required**

**All LAC campers, Camp staff and Camp visitors must complete and sign the forms attached as Appendices A and B or, if under 18 years old, have it completed and signed by a parent/legal guardian.**

### **Parents' and Campers' Roles in Risk Evaluation and Reduction**

Families play a key role in COVID risk mitigation. The precautions taken and expectations of Camp staff, campers, families and LAC visitors is more than just for the safety of a camper and the camper's family. Even if a camper and the camper's family are little concerned about COVID, LAC is counting on them to help protect Camp staff, other campers, Camp visitors and all their families. Some are, due to age or preexisting medical conditions, especially vulnerable.

The Camp's ministry encompasses a commitment to following Christ our Lord who commanded that we love others as we love ourselves. Jesus said we should love others enough to lay down our lives for them. Following the COVID precautions and other measures in this Plan are one way to show that love for others. The Camp asks all persons coming to the Camp or sending someone to the Camp to prayerfully consider this teaching as they respond to screening questions and other measures in this Plan.

If there are individuals at the Camp who are ill, who have COVID symptoms, or who Camp staff learns may have been exposed to COVID, there are procedures under this Plan that will be implemented. Part of that procedure will include contacting the BCHD and, if needed, LARA for risk assessment, risk mitigation, and risk response guidance. Parents, families and others will be contacted in accordance with that guidance.

Children who have immunodeficiency conditions or who may otherwise be especially vulnerable if exposed to COVID should attend Camp only in accordance with guidance from their primary care provider. LAC also advises that all children attending Camp should be current on their vaccinations before arriving at Camp. If vaccines have been delayed as a result of COVID executive orders, families should have a plan with their camper's primary care provider for catch-up vaccinations in a timely manner.

### **Camper Drop-off and Pick-Up**

While Camp arrival and departure has often been a time for many family members to view the Camp's grounds and facilities, **we are asking all but the arriving or departing camper and one family member to remain in the vehicle. We are asking that only campers continue past the registration tables. This is to reduce the numbers of persons in areas of the Camp most used by Camp staff and campers and reduce exposure risks.**

**Parents must stay with campers until the health screening and registration are completed.** Health screening will take place on the lawn in front of the Camp Welcome Center.

**If a camper arrives at Camp in a church van, church bus or other transportation arrangement unaccompanied by the camper's parent/legal guardian, then the following applies:**

- **Before leaving the church parking lot or other point at which the camper's parent/legal guardian will be leaving the camper, the camper, the camper's parent/legal guardian, and the van or bus driver or driver of the other transportation must have a telephone call with Camp staff to address the arrival screening questions.**
- When arriving at Camp, the camper, all other campers in the vehicle transporting the camper, and the driver of that vehicle must participate in the arrival screening, including temperature checks.
- Parents/legal guardians should be available by cell phone at the time the campers arrive at camp to answer any additional questions or address any screening concerns.

**Campers and parents must wear masks to protect others.** Parents must practice social distancing, adhering to guidelines to keep family groups separate. Do not congregate. Parents should use available hand sanitizing products before and following interactions with Camp staff.

### **Fee Payment**

To reduce the time needed for camper drop-off and to reduce the exchanges of cash, all Camp fees must be paid ahead of time. No money will be taken during registration.

### **Camp Store**

In a change this year, cash may not be used at the Camp store/coffee house, *The Red Canoe*. Campers must either use a credit card or work with cash on deposit with the camp. A deposit in a camper account can be made before arriving or, if needed, funds can be deposited after the camper is dropped off by contacting the camp or online. Unused funds will be refunded after departure from Camp. No funds will be refunded during camper pick-up.

### **Campers and Cabin Cleanliness**

Parents are urged to instruct campers and Camp counselors will instruct campers to carefully keep their clothing and other personal items contained within cabins to avoid contact with others or items belonging to others. Campers should not share towels, toiletries or other personal items. Disinfectant supplies will be available to campers and instructions given on regular cleaning of bunks, phones, pens, and other items.

Campers must have their own soap, towels, toothbrush, toothpaste, and other toiletry supplies. They must not share these with others. They must have a toiletry kit, plastic tote, or other means to bring them to and from bathrooms and restrooms without contact with other surfaces.

### **Ask Questions**

Please contact the Camp with any questions, desired clarification, or for more information by calling (231) 275-7329 or by email at [info@lakeanncamp.com](mailto:info@lakeanncamp.com).

## **COVID SCREENING AND MONITORING**

### **Testing**

Campers are encouraged to be tested within 10 days before arriving at Camp. Michigan residents can find a testing location near their communities by visiting [Michigan.gov/coronavirustest](https://www.michigan.gov/coronavirustest). Some locations providing no-cost testing. Those tested must report whether the test was positive or negative. Documentation of testing results is not required.

Note that testing does not show a lack of COVID exposure and does not prevent COVID infection. It just shows whether an individual was infected with COVID at the time of the test. Accordingly, compliance with all other screening and precautionary measures is required.

### **Pre-Arrival Screening**

Staff and campers are expected to:

- Take and record their temperature daily for 10 days before arriving at Camp.
- Monitor their symptoms (fever of 100.4°F or greater, new onset of a cough, new onset of shortness of breath, diarrhea, fatigue, headache, muscle or body aches, congestion or runny nose, nausea, loss of taste or smell, sore throat, vomiting, etc.) for at least 10 days before arriving at camp.
- To the extent possible, self-quarantine for at least 14 days before arriving at Camp. Staff and campers should strive to limit the number of people they meet. It is especially important to avoid contact with individuals who have been diagnosed with, tested for, or quarantined as a result of COVID.

**Any staff members or campers who have or develop COVID symptoms must not attend Camp until they have a negative COVID test within a time frame acceptable to the BCHD.**

### **Arrival Screening**

Arrival screening is intended to (i) provide further means to prevent those who have COVID symptoms or who may have been exposed to COVID from remaining on Camp property or from exposing others, and (ii) to emphasize with Camp staff and campers' families the Camp COVID procedures and protocols.

#### **Staff Arrival Screening**

When staff members arrive:

- Temperature checks will be performed. Thermometers will be cleaned and disinfected between use, following the manufacturer's instructions.
- Staff members will be asked:
  - Have you felt unwell in the last 3 days?
  - Within the last 3 days, have you had any fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, and/or diarrhea?
  - Within the last 14 days, have you been in contact with a person who has COVID, is suspected to have COVID, or has COVID symptoms?

Any Camp staff arriving with fever at or above 100.4 degrees or other symptoms will be sent home. Any Camp staff arriving with any COVID symptoms or who has been in contact with a person who has or is suspected to have COVID-19 will be sent home.

All Camp staff must report any contact with anyone outside of work who has had a documented case of COVID.

Staff must self-quarantine for 14 days if exposed to COVID and contact their doctor if they develop symptoms.

If Camp staff leave the Camp for any reason including for laundry or supplies, they must follow the above health screening protocol upon return to the camp. This also applies to family members of Camp staff who are living or coming to the Camp.

#### **Camper Arrival Screening**

Fever is a key indicator for youth. If a camper's temperature is above 100.4 degrees, the camper will be excluded from camp. Cough and/or diarrhea in addition to fever is suggestive of coronavirus.

When campers arrive:

- Temperature checks will be performed. Thermometers will be cleaned and disinfected between use, following the manufacturer's instructions.
- Campers' parents will be asked:
  - Has your child felt unwell in the last 3 days?
  - Within the last 3 days, has your child had any fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, and/or diarrhea?
  - Within the last 14 days, have you or your child been in contact with a person who has COVID, is suspected to have COVID, or has COVID symptoms?
- Campers will be asked:
  - Have you felt unwell in the last 3 days?
  - Within the last 3 days, have you had any fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, and/or diarrhea?
  - Within the last 14 days, have you been in contact with a person who has COVID, is suspected to have COVID, or has COVID symptoms?
- Campers will be visually checked for signs of illness, including flushed cheeks, rapid or difficulty breathing (without recent physical activity), fatigue, or extreme fussiness.

If a camper has any symptoms or has been in contact with a person who has or is suspected to have COVID-19, they be sent home and not allowed to enter Camp.

A camper arriving on a church van or bus or by other transportation unaccompanied by a parent/legal guardian, must participate in a telephonic screening with their parent/legal guardian before leaving the departure point and also participate with their driver and other campers arriving in the same vehicle in screening when arriving at Camp.

**COVID symptoms are similar in children and adults. However, children are less likely to have fever, cough or shortness of breath and are more likely to have milder symptoms or develop no symptoms at all. Their symptoms are often like symptoms of other common viral upper respiratory tract infections such as runny nose, cough or sore throat, with or without fever. Vomiting and diarrhea have also been reported.**

### **Daily Screening**

Each morning, daily screenings of all Camp staff and campers will occur.

Camp staff will send by email or text message to the Camp office a statement that they do or do not have any fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, and/or diarrhea.

Each Camp counselor staff member will ask each camper in that counselor's cabin whether the camper has any fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, and/or diarrhea.

In the Camp dining hall, before breakfast, each Camp staff member and each camper will have a temperature check with results being logged in writing kept at the Camp office.

### **Mandatory Reporting**

**Camp policy is to require reporting of COVID symptom or exposure for the health and welfare of Camp staff, campers, their respective families and all others who could be exposed to COVID. Applicable law protects staff members against discharge, discipline or other retaliation for reporting symptoms or staying home when they may have a risk of infecting others with COVID.**

Camp staff and campers must report:

- If they have any COVID symptoms including any fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, and/or diarrhea.
- Any other Camp staff member or camper who has COVID symptoms including any fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, and/or diarrhea.

Camp staff must report to the Camp health officer. Campers must report to their Camp counselor or any other Camp staff member.

Campers' parents will be asked to immediately contact Camp if they have COVID symptoms or learn they were exposed to COVID.

## **WHEN SYMPTOMS OR EXPOSURE OCCURS**

### **Staff Member Symptoms or Exposure**

If a Camp staff member has COVID symptoms or has been exposed to a person with COVID, the staff member will be (i) sent for testing, and (ii) sent home or, if from a distance away, quarantined in a cabin set aside for such quarantine until either the test result is negative or the Camp staff member is cleared by the BCHD for return to staff duties. During that quarantine, meals will be delivered to the staff member and health checks will be made so that if symptoms become severe, medical treatment is provided.

The Camp Executive Director will contact BCHD and LARA to report the situation and for further guidance. The staff member must wear a mask and undertake any other measure recommended by the BCHD.

A staff member with serious symptoms will be transported for medical care.

Cleaning of surfaces and areas in the Camp will be undertaken in consultation with the BCHD.

#### **Campers Symptoms or Exposure**

If a camper experiences symptoms or Camp staff learns a camper has been or may have been exposed to a COVID positive person, (i) the camper will be removed to an area in which the camper cannot be in contact with others, and (ii) the camper's parents will be contacted to pick-up the camper. A symptomatic or potentially exposed camper will be provided a mask. Appropriate Camp staff with appropriate personal protective equipment will stay with the camper until the camper is picked-up.

The Camp Executive Director will contact BCHD and LARA to report the situation and for further guidance.

A camper with serious symptoms will be transported for medical care.

Cleaning of surfaces and areas in the Camp will be undertaken in consultation with the BCHD.

#### **Reporting Illness or Exposure**

If (i) a camper, Camp staff member, family member, or Camp visitor becomes ill, (ii) information is provided indicating a Camp staff member, camper, or Camp visitor (including a family member dropping-off or picking-up a camper) may have been exposed to COVID, or (iii) a COVID test of a camper, Camp staff member, family member or Camp visitor is positive, the Camp Executive Director will contact the BCHD and LARA for next steps.

Campers' parents will be notified in accordance with guidance from the BCHD and LARA. The privacy of individuals will be maintained by not sharing health information of a specific person.

#### **Camp Closure**

A determination to close areas of the Camp or the entire Camp due to COVID illness or exposure will be made by the Camp Executive Director in consultation with the BCHD and LARA.

#### **Contact Tracing**

Camp personnel will participate in contact tracing as requested by the BCHD.

#### **Return to Camp**

Camp staff members, campers and others who have tested COVID positive, are ill or exhibiting COVID symptoms, who were exposed or may have been exposed to COVID, will be allowed to be on Camp property or to return to Camp property only in accordance with guidance and direction from the BCHD. General expectations for such guidance may be:

For a camper who has a fever or a cough, Camp staff will follow the Camp communicable disease policy. Campers should be fever free for 72 hours without the use of medicine that reduces fever before returning to camp (even if other symptoms are not present). Campers will be referred to their primary care provider.

A staff member or camper exhibiting COVID symptoms or testing COVID positive must stay home until:

- They are fever-free for at least 72 hours without the use of medicine that reduces fevers, **AND**
- Other symptoms have improved, **AND**
- At least 10 days have passed since their symptoms first appeared or since they tested positive for COVID.

Most campers and staff members can return to camp based on improved symptoms and the passage of time. BCHD may recommend that some individuals (for example, immunocompromised individuals) receive two negative tests in a row, 24 hours apart.

If campers or Camp staff are sent home because of possible exposure to a symptomatic individual at camp, local health departments will help guide decisions about when these individuals can return to camp. Parents/guardians should have back-up childcare plans if the camper or a family member becomes ill or is required to self-quarantine due to possible COVID exposure.

### **CAMP PREPARATION**

To reduce the risk of exposure to and the spread of COVID, LAC has, in consultation with the BCHD done the following:

- Designated locations to safely isolate Camp staff members and campers who become ill, exhibit COVID symptoms, or who the Camp learns might have been exposed to COVID, while awaiting pick-up. Those locations have been reviewed with the BCHD. Camp staff will be able to monitor the staff members or campers in those locations pending their pick-up. If any illness or symptoms are severe transport for medical care will be arranged.
- Cleaned and disinfected frequently touched surfaces and many areas of the Camp.
- Marked areas of the Camp for appropriate distancing when occupied by Camp staff and campers.
- Installed physical barriers in spaces that cannot be marked or where 6-foot distancing is not possible.
- Installed or set out hand sanitizing stations throughout the Camp.
- Removed from Camp schedules and camper options Camp activities that involve common equipment that cannot be sanitized between uses or where appropriate distancing cannot be maintained.
- Provided for cleaning and sanitizing of common equipment between users. Sometimes this will be undertaken by a user at the end of the use of the equipment, before using the equipment, or at both times. Sometimes a staff member will do so after equipment is returned or before making it available for use by a camper.
- Reduced the numbers of persons sleeping in cabins, required certain sleeping configurations and installed protective curtains between some beds.
- Installed signs providing handwashing instruction and inserted in the Camp schedule breaks for handwashing or hand sanitizing.
- Altered Camp programming to provide that Camp activities will occur within consistent groups to minimize the numbers of persons to whom Camp staff and campers will be exposed.
- Altered Camp programming to reduce indoor activities.
- Altered Camp cleaning procedures so frequently touched surfaces are cleaned and disinfected more frequently.
- Provided Camp staff with masks for use, in accordance with this Plan, when indoors or when outdoors and unable to maintain a 6-foot distance from other persons, and trained Camp staff in proper use of masks.
- Altered Camp dining hall practices to (i) keep campers within their consistent groups, (ii) provide social distancing between those groups, (iii) reduce the numbers of persons touching common items, (iv) eliminate the use of shared condiment and other containers, (v) require servers to wear appropriate personal protective equipment (mostly masks and gloves), (vi) provide for daily temperature screening, (vii) provide for hand sanitizing before and after eating, (viii) reduce the numbers of areas where diners might congregate or get closer than 6 feet from one another, (ix) preventing reuse of cups, glasses and plates when refills are sought, and (x) in other ways consistent with guidance from the BCHD and LARA.
- Altered Camp drop-off and pick-up procedures to reduce the numbers of people in many areas of the Camp and the time needed for drop-off and pick-up.
- Camp store (The Red Canoe) policies have changed to eliminate the use of cash.
- Non-essential visitors to Camp will be limited.
- Trained Camp staff regarding the changes and other measures in this Plan.
- Altered Camp counselor instructions to Campers to include instruction regarding this Plan, including many reminders.

## **CAMP PROTECTIVE MEASURES**

### **Cloth Face Masks**

The Camp staff is a designated group and the occupants of adjoining cabins are a designated group.

When inside and within 6 feet of anyone outside their designated group, Camp staff and campers must wear cloth face masks.

Masks must be worn by Camp staff and campers in the dining hall unless seated at least 6-feet away from all persons not in their designated group.

Masks must be worn in the ARC and the Red Canoe (camp store).

Masks must be worn when entering and exiting the chapel but may be removed when seated in the chapel at least 6-feet away from all persons not in their designated group.

When outdoors, Staff and campers remove their masks provided 6-foot social distancing is maintained from all persons outside their designated group.

LAC will provide masks for Camp staff. Each camper will be provided a mask or campers use masks they bring with them.

Hands should be washed or sanitized before putting on a mask. Hands should be washed or sanitized before removing a mask. Hands should be washed or sanitized after removing a mask.

Masks should be cared for to avoid contact with floors, bathroom surfaces, and other places where they may become contaminated or contaminate those surfaces.

### **Gloves**

Camp staff will be issued gloves to use when engaged in certain activities such as (i) food preparation and service, (ii) cleaning and sanitizing, (iii) certain interactions with campers (such as during health screenings), (iv) interactions with camper parents, and (v) interactions with one another (such as during health screenings). Staff needing gloves will be trained in appropriate glove use and disposal.

The Executive Director or other Camp staff directors will determine when and whether glove use may be appropriate.

### **Face Shields**

Camp staff who are medically unable to wear mask, who are engaged in activities in which masks may be impractical or very uncomfortable, may instead wear face shields. The Executive Director or other Camp staff directors will determine when and whether this may be appropriate.

### **Camp Travel**

If Camp programs provide for campers to travel from the Camp, such as for a canoe trip, only campers within a consistent group will travel in any vehicle. Masks will be worn for the travel. Vehicle surfaces will be reasonably cleaned and sanitized prior to and following each vehicle use.

### **Camp Equipment**

Camp equipment that will be used by various users will be reasonably wiped down with a sanitizing agent before and after each use. Depending in the equipment, programming and circumstances, campers may be asked to participate in those efforts, or they may be managed and undertaken by Camp staff.

Camp equipment that cannot be reasonably wiped down with a sanitizing agent between each use will not be available for use during the pandemic.

### **Indoor Spaces**

Bathrooms, restrooms, dining tables, dining chairs, chairs in the chapel and common areas, light switches, door knobs and handles, craft tables, surfaces in the Camp store and other commonly used surfaces and areas will be wiped down with sanitizing agents not less frequently than daily and, for some, after each use or period of more intensive use.

## **INCLEMENT WEATHER**

Camp activities are planned for rainy days that involve appropriate social distancing when inside. Multiple inside venues will be used so campers can remain in their consistent groups social distanced from other groups. Cloth masks will be required.

In case of a tornado warning, appropriate shelters will be used and campers will use cloth masks until the warning expires or otherwise ended.

## **STAFF BACKUP**

If a Camp counselor for a cabin becomes ill or show COVID symptoms, another Camp staff member will be asked to take that counselor's place until the BCHD has cleared the return of the ill or symptomatic counselor.

If several Camp staff members become ill, show COVID symptoms, or may have been exposed to COVID, more senior Camp staff will fill-in until the BCHD has cleared the return of the ill, symptomatic, or possibly exposed Camp staff members.

If so many Camp staff members become ill, show COVID symptoms, or may have been exposed to COVID, the Camp Executive Director, in consultation with the BCHD and appropriate LAC board members will determine whether and how to proceed with summer camps or whether to close the Camp for some period of time.

## **Certification**

By my signature below, this plan becomes an Administrative Policy of the Lake Ann Camp.

By signing below, I certify that to the best of my knowledge and belief:

1. This plan complies with Michigan executive orders, the Michigan Department of Licensing and Regulatory Affairs ("**LARA**"), Bureau of Community and Health Systems (the licensing body for camps), issued its *Guidelines for Camp Operations During COVID-19*, and guidance from the Benzie County Health Department ("**BCHD**").
2. The plan requires communications with LARA and the BCHD under many circumstances and, prior to implementation of this plan, a copy was shared with BCHD staff for review and comment.
3. The plan is available This Plan is available to all staff, to all campers, to all families and to any others who have an interest in it on the LAC website <https://www.lakeanncamp.com>. Questions regarding this Plan can be addressed by calling (231) 275-7329 or by email at [info@lakeanncamp.com](mailto:info@lakeanncamp.com).
4. This plan will be filed, if and as required, with any agency designated for such filing.

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Ken Riley, Executive Director  
Lake Ann Camp

Date signed: June \_\_, 2020

APPENDIX A

CAMPER FORM



PARENTAL ACKNOWLEDGEMENT, ASSUMPTION OF RISK, WAIVER OF LIABILITY AND COVENANT NOT TO SUE

Lake Ann Camp (“**LAC**”) is relying on this Parental Acknowledgement, Assumption of Risk, Waiver of Liability and Covenant Not to Sue (“**this Form**”) in allowing the camper(s) whose name(s) is/are stated below to attend a LAC summer camp. I agree that LAC may do so and am signing this Form freely without hesitation or coercion.

1. I acknowledge the following:

- A. The novel coronavirus, COVID-19 (“**COVID**”), has spread to become a worldwide pandemic with over 60,000 total COVID cases and over 5,700 COVID-related deaths in Michigan. COVID cases include all age groups and can lead to many complications. Cases of asymptomatic carriers of the virus have been reported to lead to its spread.
- B. COVID is spread by respiratory droplets released when people talk, cough, or sneeze and may spread to hands from a contaminated surface and then to the nose or mouth, causing infection.
- C. The most diligent screening and other disease prevention efforts cannot prevent the spread of COVID. Those efforts can only reduce the risk of exposure to and spreading COVID.
- D. **LAC cannot make LAC COVID risk-free. LAC is also not representing its actions have minimized or will minimize risk of COVID exposure and infection. Along with other risks attending a summer camp, those who come as campers will also be at risk of COVID exposure or infection. Consequently, those arriving at Camp and staying at Camp do so at their own risk.**

2. I represent and promise:

- A. I have read the LAC COVID-19 Preparedness and Response Plan (the “LAC COVID Plan”) and have asked LAC staff any questions I had regarding it.
- B. I have spoken with the camper(s) identified below regarding the LAC COVID Plan and about their role in protecting themselves and others from possible COVID exposure and infection.
- C. I will comply with the LAC COVID Plan as it describes the role of parents of campers.
- D. I will comply with the camper pick-up and drop-off instructions in the LAC COVID Plan and assure other family member do as well.
- E. If called because the camper(s) identified below may be ill or exhibit COVID symptoms or may have been exposed to COVID, I will promptly comply with LAC requests, if made, to pick up the camper(s) identified below.

3. In case of medical emergency or general medical care, I give consent for medical treatment for the camper(s) identified below by authorized personnel, to include the administration of over-the-counter medication, as needed. I understand that on the rare occasion that the camper(s) identified below must be transported to the hospital, I will be notified as soon as possible. LAC’s philosophy of health management is to treat each sick or injured camper in the same way we would care for our own child.

4. I understand LAC carries secondary accident insurance which means all claims must be submitted to the parents’ insurance carrier first, and then the unpaid balance will be submitted to our carrier for consideration.

5. I understand that LAC will not release the camper(s) identified below to anyone without written permission.

6. I represent and promise the camper(s) identified below has/have my permission to attend LAC and participate in all activities.

7. I also realize that the picture or testimony of each camper identified below may be used in the promotion of LAC. I also consent that the camper(s) identified below may receive e-mail from LAC.

8. For myself and on behalf of the camper(s) identified below, I voluntarily assume the risk of the camper(s) identified below in attending summer camp or another program at LAC, including for example and without limitation, the risk of COVID exposure and infection. I voluntarily waive any liability of LAC, its employees, its board of directors, its volunteers and its insurance carrier(s) for such exposure or infection even if due to the negligence, acts, omissions or statements of LAC, its employees, its board of directors, or its volunteers.

9. For myself and on behalf of the camper(s) identified below, I hold LAC, its employees, its board of directors, its volunteers and its insurance carrier(s) harmless from any claims for personal injury, property damage, or illness (including for example and without limitation, COVID exposure and infection) that may be suffered by the camper(s) identified below, me, or any other family members that arise from or during the attendance by the camper(s) identified below at LAC for summer camp or any other LAC program, even if due to the negligence, acts, omissions or statements of LAC, its employees, its board of directors, or its volunteers.

10. For myself and on behalf of the camper(s) identified below, I promise not to sue LAC or LAC's employees, board of directors, volunteers or insurance carrier(s) for personal injury, property damage, or illness (including for example and without limitation, COVID exposure and infection) that may be suffered by the camper(s) identified below, me, or any other family members that arise from or during the attendance by the camper(s) identified below at LAC for summer camp or any other LAC program, even if due to the negligence, acts, omissions or statements of LAC, its employees, its board of directors, or its volunteers.

11. I promise that I have the authority to sign this Form for myself and on behalf of the camper(s) identified below.

\_\_\_\_\_  
Signature of Parent/Legal Guardian

Date signed: \_\_\_\_\_, 2020

\_\_\_\_\_  
Printed Name of Parent/Legal Guardian

Names of Camper(s)

\_\_\_\_\_  
Relationship to Camper(s)

\_\_\_\_\_  
Address of Parent/Legal Guardian

\_\_\_\_\_  
Cell Number of Parent/Legal Guardian

\_\_\_\_\_  
Email Address of Parent/Legal Guardian

APPENDIX A

CAMP STAFF FORM



CAMP STAFF ACKNOWLEDGEMENT

1. I acknowledge the following:

- A. The novel coronavirus, COVID-19 (“**COVID**”), has spread to become a worldwide pandemic with over 60,000 total COVID cases and over 5,700 COVID-related deaths in Michigan. COVID cases include all age groups and can lead to many complications. Cases of asymptomatic carriers of the virus have been reported to lead to its spread.
- B. COVID is spread by respiratory droplets released when people talk, cough, or sneeze and may spread to hands from a contaminated surface and then to the nose or mouth, causing infection.
- C. The most diligent screening and other disease prevention efforts cannot prevent the spread of COVID. Those efforts can only reduce the risk of exposure to and spreading COVID.
- D. **LAC cannot make LAC COVID risk-free. LAC is also not representing its actions have minimized or will minimize risk of COVID exposure and infection. Along with other risks of staffing a summer camp, those who serve on the LAC staff will also be at risk of COVID exposure or infection.**

2. I represent and promise:

- A. I have read the LAC COVID-19 Preparedness and Response Plan (the “LAC COVID Plan”) and have asked LAC leaders any questions I had regarding it.
- B. I will comply with the LAC COVID Plan as it describes the role of Camp staff.
- C. If I become ill or exhibit COVID symptoms or may have been exposed to COVID, I will promptly comply report that to LAC leaders and will also promptly comply with any direction they give.

\_\_\_\_\_  
Signature of Staff Member

Date signed: \_\_\_\_\_, 2020

\_\_\_\_\_  
Printed Name of Staff Member