



## **Summer 2021 COVID-19 Risk Mitigation Operational Plan**

Camp Wesley Woods  
119 Wesley Woods Rd  
Townsend, TN 37882

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The following plan is designed for the operation of the 2021 summer camp season; outlining the changes to policies & procedures at Camp Wesley Woods, to operate as safely as possible & specifically for COVID mitigation. This information is constantly changing & evolving and our plan will reflect this reality by continually updating & modifying this plan as needed. This plan organizes best practices published in the most up-to-date versions of a *Field Guide for Opening Camps 2021* recommended by the American Camping Association in conjunction with other documents listed in the introduction of this document as well as consultation with camps that ran in 2020 with local health officials.

***Updated: April 21, 2021***

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## Introduction / A Note to Families

Camp will look & feel different this year. Many families first questions are:

**How will camp be different?** There will be modifications, possible COVID testing, longer sessions, squad/cohort groups and new daily health lodge practices, but it's going to be CAMP! We are excitedly preparing to have your children come back to camp, to get back to normal, to get back to the fun and faith experience of being away from home in the glory of God's creation!

**How will camp be the same?** Camp will be the same in all the ways that matter. We are committed to giving your child the opportunities to experience the Lord in Nature, make friends, have fun, grow in their faith and be as safe as possible.

**What guidelines for opening are we using?** We are using a combination of the following information:

- Holston Conference UMC Task Force for Reopening Document: [Taking Steps Forward](#)
- TN Pledge Document for [Youth Camp Guidelines](#)
- American Camping Associations, [Field Guide for Opening Camps](#) 2021 version
- American Camping Association: 2019 Accreditation Process Guide
- Recommendations put forth by the Holston Conference Camp & Retreat Ministries
- Recommendations from local health professionals
- [Adventure COVID-19 Risk Mitigation Plan for Summer 2021](#)
- CWW COVID Mitigation Safety & Sanitation Measures for 2021
- CWW Program Modification Plans: Rain, Heat, Weather Emergencies

We are always grateful for the opportunity to partner with your family to provide a positive & memorable summer camp experience for your children. As parents, we understand & appreciate your trust & will never take it for granted. Keeping our campers & staff as safe as possible is at the heart of all we do. We look forward to your family being a part of our summer programs in 2021.

We'd like to share with you the ways we plan to adapt our practices, before and during camp, to mitigate the risk of spreading Covid-19. Please know we will continue to monitor developments in the knowledge, tools, and governmental restrictions related to the pandemic and that the following policies and procedures will be subject to change accordingly.

**We ask that all parents / guardians review this document with their campers prior to arrival at camp.**

**All Staff members must review this document before and during Staff Training.**

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## **Guiding Principles of Operation**

Camp Wesley Woods has adopted these nine principles in our approach to COVID-19

The first three principles relate to personal interactions:

CWW Staff and campers are required to implement 2 of the following 3 strategies at all times when interacting outside of their cabin squads. Implementation of all three is ideal, but not always possible.

- Be Outdoors
- Wear a Mask
- Employ Social Distancing

The remaining 6 principles are more logistical or programmatic in nature:

- Utilize squads / cohorts
- Quarantine
- Test
- Sanitizing
- Protect the Magic of Camp (The Bubble)
- Communication

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## **CWW COVID Response Team**

If you have any questions regarding anything in this document or COVID-19 at Camp Wesley Woods, please contact:

Tony Lea - Director - [director@campwesleywoods.com](mailto:director@campwesleywoods.com)

Patrice Lea - Program Director - [patrice@campwesleywoods.com](mailto:patrice@campwesleywoods.com)

Mary Thompson - Director of CRM of the Holston Conference UMC - [marythompson@holston.org](mailto:marythompson@holston.org)

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## **Before Camp (campers & staff)**

In order to mitigate the risk of COVID-19 being brought into camp, we will ask all campers and staff to take additional safety measures in the two weeks prior to their arrival. We may change these procedures at any time as we continue to review the latest data and guidance from public health officials.

### **Self-Assessment and Risk Mitigation**

All campers and staff must symptom monitor for two weeks prior to their arrival at camp. We ask that there be no physical contact with anyone outside of the household unless absolutely necessary. We are not asking anyone to change their “normal life” routines, but please do not take unnecessary risks during this time. For example, students should attend school & sports activities, but please do not visit Dollywood the day before coming to camp.

## **Temperature & Symptom Monitoring**

During the two weeks before camp, we ask that parents/guardians log daily temperatures of their camper. Campers and Staff should self screen for COVID-19 symptoms. Camp will provide a form for this use which will be a required form for camp check-in.

## **Non-Essential Travel**

All campers and staff should do their best to avoid any non-essential travel during the 2 week period before camp. If traveling is necessary, we ask that a face mask should be worn.

## **Staff Training**

Staff will arrive at camp 2 weeks prior to the arrival of the first group of campers. They will comply with the same Before Camp guidelines as campers. In addition, staff will be trained in all policies and procedures in this document. Once staff arrive on camp property, unvaccinated staff will be required to stay on the camp property until July 31, 2021. During and after 1 week sessions, unvaccinated staff will not be able to “mix”, they will remain in their camper squad groups.

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## **Check-In Procedures**

### **Form Completion prior to arrival**

All forms are required to be filled out on-line in the Ultracamp system prior to arrival at camp. Out of an abundance of care and precaution, campers with pre-existing conditions for complications with Covid-19 as defined by the CDC are strongly discouraged from attending camp next summer. We will be scanning medical forms to clarify medical conditions before camper check-in.

### **Contactless Check-In**

A contactless check-in will take place in the front field of camp. (Very similar to previous years in-vehicle check-in, but at a new location.) We will have staggered arrival times to limit the amount of time camper families may have to wait. All administrative facets of check-in will take place in the front field. We ask that only one adult bring your campers to camp if at all possible. Parents / Guardians will then drive into camp and remain in their cars while campers are assisted by staff in unloading belongings and getting them into their cabins. Families will not be allowed to move campers into cabins or to step out of the car once passing through the camp gate. Families checking in multiple campers will check in all children at one time.

## Health Certification prior to gate crossing - IN VEHICLE CHECK IN

### All campers & staff will complete the Health Certification and Check-In in their vehicles

- Our regular check-in screening will include temperature checks and, as usual, campers who register a temperature of over 100.2 degrees fahrenheit will not be allowed to enter camp. Because of Covid-19, those campers will be required have a normal temperature for 24 hours. A rapid test may be administered to campers before entering the camp gates.
- Parents / guardians will not be permitted to exit their vehicles at any time.
- Campers will be asked the following COVID-19 screening questions prior to being allowed to exit their vehicles and enter camp:
  - Have you come into contact with anyone who has been sick or shown signs or symptoms of COVID-19 in the past 14 days?
  - Have you or your family members been vaccinated? (helpful for contact tracing)
  - Have you had a fever of 100.2 or above in the past 14 days?
  - Have you recently experienced any loss of taste or smell?
  - Have you recently experienced coughing?
  - Have you recently experienced any shortness of breath or difficulty breathing?
  - Are you experiencing nausea or the feeling that you need to vomit?
  - Do you have a sore throat?
  - Do you have a headache?
  - Do you have any fatigue or body / muscle aches?
- Once the Health Certification is complete, medications collected, forms confirmed; vehicles containing campers will be directed up into camp to drop campers off. Parents / guardians may not exit the vehicle, so please say goodbye to your camper while in the vehicle. Staff will assist campers carrying luggage to their cabins.

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### During Camp (camper & staff)

For 2021, we are aiming to preserve the essential components of the spirit of Camp Wesley Woods while making adjustments to our program, policies and procedures to mitigate the risk of COVID-19. We will continue to make these adjustments as we review the latest data and guidance available.

Our capacity has been reduced to below 50% normal operating enrollments. Our most critical program asset is that almost 100% of our program was already conducted outdoors, and will continue to be conducted this way. Any program that was “indoors”, such as occasional Bible Studies or crafts, will now be moved outdoors.

During the camp week a number of proactive mitigation measures and operational changes will be implemented, which may include the following.

## **OUTSIDE - MASKED - DISTANCED -- 2 of 3 rule instituted --**

This is the most important mitigation strategy we will be implementing. Staff and campers will be required to meet 2 out of these 3 strategies at all times while at camp during any cross-squad interactions. We will strive to meet all three during cross-squads, but sometimes there will be moments that all three are not possible, in these cases, two of these considerations must be observed.

## **Cabin based “squads” (aka cohorts)**

As outlined in the “New Check-In Procedures”, campers and staff must be free of COVID-19 symptoms to enter camp property. Since no test is 100% accurate, or may not show a positive result, additional safety measures will be implemented. For the duration of the 5 night camp, and for the beginning of the 12 night camp, we will implement a cabin group or “squad” quarantine. Each camper will travel with their cabin (in a “squad”) together for activities and meals.

## **In Camp Testing**

Daily temperature checks will be administered as campers arrive for each meal. In addition, during the 12 night, 13 day camp all campers and staff will be asked to submit to a COVID-19 test. This test will be administered on the most ideal day, most likely the 2-5th day of camp. This test will be administered in partnership with local health professionals and under the guidance of a doctor.

## **Mask Wearing Policy**

We are requiring masks that cover both the nose and mouth when campers and summer staff are in the following situations: Tipton Lodge (except when seated and eating), visit the camp office, the Health Center, any interaction cross-squad, bathhouses (except when showering or brushing teeth). Masks are required for any indoor interactions or group interactions cross-squad. There will be situations that masks will not be required: If there is only ONE squad in the indoor locations listed, inside your own cabin, seated with your cabin eating, taking showers, brushing your teeth, waterfront activities, and when people are outdoors & more than 6 feet apart from members of other squads.

## **Overview of Cleaning, Handwashing, & Sanitation Procedures**

Cleaning and sanitizing of camp will be increased to include in between squads scheduled uses of bathhouses and between squads at mealtimes.

We will follow the concept of, ***“sanitize in and sanitize out”***, for all applications around camp. All staff will be equipped with hand sanitizer and disinfectant / cleaning supplies to accomplish this task. Equipment will be sanitized before and after squad usage. Buildings and vehicles will be equipped with sanitizer and cleaning supplies and will follow the same procedures. This includes all programs and program equipment as well as door knobs, frequently touched surfaces, tables, etc...

### **Meals (outdoors)**

Our screened dining hall is already essentially an “outdoor space”. We will utilize this space as well as the Outpost Dining Platform, Pavilion, Gazebo, Store Porch, Tipton Porches, Nickle Porch, and other outdoor, covered spaces as our dining spaces this summer. We will not use Oak Hall for camper meals. Our reduced capacity will allow us to take Oak Hall “off-line” for food service.

### **Meals (indoors)**

This option has been eliminated for summer 2021.

### **Water**

Campers at Camp Wesley Woods have always been required to carry and utilize personal water bottles at camp. This summer is no exception. Campers and Staff will be required to and be responsible for their own water, including meals. Water bottle filling stations are already available at various locations around camp. Counselors will remind campers to drink and fill bottles regularly. Pitchers / cups / flavored drinks will not be provided at meals. Campers may purchase other flavored drinks at the camp store each day as well as water flavor packets. There are no water fountains at Camp Wesley Woods.

### **Inside the Cabin**

While inside their own cabin, campers and staff do not need to wear face masks.

Campers in bunk beds will be required to sleep in opposite directions. (head-to-toe and toe-to-head)

As in a typical summer, campers and staff members who live in other cabins are not allowed to go into a cabin that is not their own.

### **Daily Schedule**

The daily schedule will see some changes for 2021. Shorter camps will do all activities as squad groups, meals will be staggered for a maximum of half the camp in attendance, large group activities where all campers had previously mixed and had physical contact have been eliminated.

### **Showertime / Bath House Usage**

There will be designated times for campers / staff to use the bathhouses to shower (as in “typical” years.) Campers will be asked not to share bathroom supplies (towels, soap, toothbrushes, etc). Campers need to bring their own supplies and in a container for toiletries to be stored in. Campers will be encouraged to brush teeth outdoors in appropriate locations.

### **Pickup & Check Out**

Closing Ceremonies / The Nothing Ceremony will not be held. Parents will be asked to remain in their cars for pickup. Staff will assist campers loading luggage.

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## Health Center

Camp Wesley Woods has adapted the Health Center procedures and policies to help mitigate instances of COVID-19 as well as to mitigate the potential spread of COVID-19 should it enter camp.

### **Policy & Procedure for Suspected COVID-19 Symptoms and/or positive COVID-19 Test**

Any camper or staff will not be permitted to enter the camp gates if they do not pass the COVID screening test, and present a pre-camp screening form that is correctly filled out.

Once on camp, should a camper or staff member exhibit suspected COVID-19 Symptoms or receive a positive COVID-19 test result the following procedures will be instituted:

- The affected person will be immediately isolated and quarantined
- Parents / guardians will be contacted immediately and the Health Center staff will administer a COVID-19 rapid test.
- If the test is positive, the following steps will be taken: parents / guardians will be notified to pick up the camper or staff member. Parents / guardians of the affected persons squad will be notified, but the name of the camper / staff in question will not be mentioned. If the affected person is a staff member, local staff will be sent home to quarantine. Non-local staff will be isolated and quarantined on camp property.
- Contact tracing will begin immediately
- Our refund policy does not allow for a refund in the case of an illness after camp has begun.

### **Health Center Sanitization Procedures.**

Extra precautions that will be taken during summer 2021 to mitigate COVID-19

Extra sanitization will take place: Health Center will be mopped daily with cleaner / sanitizer. Hard surfaces will be wiped down after each visitor. Bedding will be changed.

As in previous years, medication distribution will take place outdoors.

### **Telemedicine / Video Conferencing**

As in previous summers, camp will be working under standing orders from a physician. These orders will include COVID protocol. The Health Center Staff will also have a local RN on call 24/7 for consultation via phone or video.

Should in-person care be required, Blount County Hospital is a 19 minute drive from camp. There are also testing centers and Urgent Care centers within a 25 minute drive from camp.

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## **Program Considerations**

### **Discovery Two Night Program**

This special half-week program will take place at camp, but be completely self-contained in its operation. Discovery campers and Discovery Staff will not “mix” with other campers or staff for the duration of the program. Discovery campers will sleep in Nickle Lodge and participate in programs as a Discovery squad, exclusive of any other camp program.

### **Basecamp Program Schedule**

Basecamp will run a one-week program and a two week program. These programs have some similarities and differences. We will look at these below.

The similarities are: all programs & meals are outdoors, programs practice “sanitize-in, sanitize-out”, all programs follow the “2 of 3 rule” and all programs will utilize the squad concept.

The one week program will utilize the squad system for all meals and activities. Campers will stay with their primary squad, made up of one limited capacity girls cabin and one limited capacity boys cabin. For some activities, a Staff Member outside of the primary squad may lead programming. In this case, the outdoors program leader will wear a mask and stay socially distanced from the squad they are leading. For example, at the lagoon, the Program Staff Lifeguard will oversee the squad Counselor helping campers put on and check lifejackets. For the two week program, we are optimistic that after the first week at camp, that there may be occasion for squad mixing. This is not confirmed at this time.

### **Adventure Program and Tripping Programs**

Adventure programming will require little to no changes to meet the COVID-19 recommendations. The program is already 100% outdoors, has numbers limited to a single squad, uses their own designated equipment, and the program takes place in areas outside the main camp areas. When traveling, they will use a designated van and practice “sanitize-in, sanitize out”. New for 2021, public restrooms will be avoided and we will travel with our own pop-up bathrooms while off camp property or use the facili-trees. At the Adventure Outpost on camp, and while up on the mountain at camp, campers and staff are required to use cat holes. This is our normal procedure.

### **Program Gear Sanitation Plan**

Program Gear will be sanitized before and after each squads usage. This is the “sanitize-in, sanitize-out” policy. The exact procedures for this cleaning and sanitizing are outlined in each area specifically. Staff will be trained in these procedures during staff training. For example, the Association for Challenge Course Technology has identified cleaners that are recommended best for usage on climbing harnesses and ropes. The adventure program staff will be trained on these

practices. Many of these areas are outlined in the Field Guide for Opening and we will follow the most up-to-date information available on cleaning and sanitizing. Each staff member will carry cleaning and sanitizing supplies in their backpacks. Each program area will have the appropriate cleaning and sanitizing supplies. Each cabin and building on camp will have cleaning and sanitizing supplies.

### **Waterfront**

Campers and Staff at Camp Wesley Woods have a long history of enjoying the pool, creek, lagoon, and Little River for waterfront fun. This will continue with COVID-19 modifications. Campers and staff will follow social distancing and proper hygiene practices prior to and following using any canoe / kayaks. All shared equipment will be cleaned and sanitized before and after each usage. The buddy system will still be enforced, but campers will be required to have a buddy from their own squad. More than one squad may use a waterfront at the same time, but will be required to be socially distanced in separate areas.

### **Morning Watch / Evening Worship / Vespers / “Multi-squad” gatherings**

Any occasion where more than one squad is gathered on camp we will follow all three top recommendations: Outside, masked, distanced. Each squad will be masked and at least 6 feet away from each other. These events are conducted outdoors. Other than main speakers, such as a Minister in Residence, or worship leader, (while activity leading), will be masked. These leaders will be upwards of 15 feet from the closest camper / summer staff.

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## **Staff Time Off**

As per normal camp procedures, and ACA Standards, CWW Summer Staff Members have a break each day and a 24 hr period off each 7 work days. However, in order to preserve the camp “bubble” and camp quarantine, this year’s summer staff team for 2021 have agreed that any unvaccinated staff will remain on the camp property from May 23 (beginning of staff quarantine / staff training) until July 31, 2021. We will have coordinated events for staff to participate in as well as may have chaperone trips as a staff squad into the national park, etc.. During time off, Summer Staff will continue to observe the “2 of 3 rule”; outdoors, masked, distanced. There are times, especially after one week or partial week sessions, that staff will need to remain in their primary camper squad and not mix as a staff team. Staff are subject to all COVID-19 protocols on time off.

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## **After Camp (campers & staff)**

### **Limited interactions for 2 Weeks**

We recommend that parents / guardians limit whom the camper interacts with for the first two weeks home from camp as a precautionary measure. Especially anyone in a high risk category for COVID-19

### **Symptom monitoring**

We are asking all parents / guardians to monitor their campers closely for symptoms of COVID-19 for 14 days after returning home from camp. Please contact the camp immediately if your campers exhibit COVID-19 symptoms so we can take appropriate measures to contact trace and inform other camp families as necessary.

### **Contact Tracing**

We will diligently alert any parent / guardian / family of a squad member if there is a possible contact with a positive case of COVID-19 during or after camp. The infected person's identity will be kept confidential.

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## **A Note from the Director:**

Photos on our website were taken during Summer 2019 or earlier and may not reflect the adapted policies and practices listed above.

We believe that the combination of all these stated mitigation efforts, plus others we'll implement behind the scenes, combined with continued increasing societal awareness and responsibility will allow us to operate camp this summer.

If you have questions, or would like to chat with someone about camp, please don't hesitate to contact us.

[patrice@campwesleywoods.com](mailto:patrice@campwesleywoods.com), [director@campwesleywoods.com](mailto:director@campwesleywoods.com), or call 865-448-2246.

Thank you for being a part of the Camp Wesley Woods Family, especially during this challenging time. We are looking forward to your child's return to camp!

Rooted in His Unfailing Love,  
Tony Lea, Camp Director