

# Camp Gan Israel BURBANK



**Handbook, June 2020**

## Dear Camp Gan Israel Burbank Families,

We are preparing to open our summer program with the utmost care and consideration for the children, families, staff and general community's health and safety. We are providing you with the key information below about updated policies and procedures in order to make the transition back to our center as smooth as possible.

We are grateful for the input of experts who are advising us on the best course action. With the ever-changing environment we are currently living in, and the unknowns of Covid-19, **all policies, procedures and schedules are subject to change.**

Please know that we will do our best to continue to communicate with you regularly and appreciate your patience while we navigate reopening our camp. Thank you for your ongoing support and partnership.

The policies in this handbook are temporary. As soon as we are informed that we can safely loosen or change a policy we will do so and inform you through email and/or text message.

We can't wait to see your children here again!

As always, if you have any questions, please do not hesitate to reach out.

Warmly,

Rabbi Shmuly & Elana Kornfeld

## What to Expect When We Open

*\* All procedures are based on the latest guidelines, recommendations and policies from the State and County.*

*\*\*We will communicate with you any updates or real-time pertinent information via email and text messages.*

## NEW REGULATIONS

LA County Health Department has mandated some regulations which we will incorporate into our day, in an effort to limit exposure to COVID-19.

### **Class sizes, spacing and staffing:**

- Group sizes are limited to 10 children
- Children and teachers must remain in the same group throughout the day.
- Groups may not be able to use the same space at the same time, such as playground.
- Spaces that will be used by more than one group during the day will be sanitized and disinfected between use
- Physical distancing (6 feet) for children and adults within the classroom and outdoors will be followed as best as possible. Furniture will be moved to enable children to sit and work 6 feet apart from each other. Children will sit 6 feet apart during circle time and story time.
- During nap time, when possible we will keep each mat/crib 6 feet apart. When we are unable to, the children will nap head to feet.

### **Toys and other classroom materials:**

- Toys that cannot be cleaned and sanitized will be removed from the classroom. These include fabric toys, stuffed animals, hats and scarves.
- There will be a limited number of toys and materials in the classroom in general to reduce the risk of contact contamination.
- We will follow strict sanitizing procedures after every activity and at the end of each day.

### **Mask Policy:**

- **All staff will wear masks.**
- Children under 3 cannot wear masks.
- It is recommended that children 3 years of age and older wear face coverings. We will do our best to have them keep it on. Please provide the mask for your child.
- Children with any breathing issues should not be wearing a mask.
- Children will not nap with masks.

## HYGIENE POLICY

Our hand washing policies follow the strict guidelines and rules proposed by the county. We will continue to follow those guidelines with increased frequency of washing. We will pay special attention to situations and times that may need even more frequent hand washing.

### **Hand Hygiene:**

- All staff and children will practice healthy hand washing hygiene.
- Soap and water for 20 seconds (singing happy birthday song) at each washing is recommended. An alternate use of 60% alcohol-based hand foam or gel is also acceptable.
- Children will be encouraged to wash or sanitized more frequently, especially before and after eating.

### **Surfaces:**

- All classrooms, bathrooms, office spaces and kitchen have been deep cleaned and sanitized.
- Classrooms will be cleaned and disinfected more frequently during the day. Doorknobs, light switches, classroom sink handles, countertops, toilets, desks, chairs and cubbies will be wiped down to ensure your child's safety.
- Cleaning products are kept secure and out of reach of children.

## **DATES & TIMES**

**Due to limited group sizes and that children and staff must remain in the same group throughout the day, we are eliminating a single week enrollment, partial day option and AM and PM extended hours. Our first summer session will be June 29th-July 17th and our temporary summer hours will be from 9am-3:00pm.**

Please note these hours are just temporary, as soon as we are able, we will return to our full AM/PM schedule.

**Reminder: Due to limited group size, we will only guarantee spots to children whose parents complete the registration form by June 15, 2020.**

## **TUITION & FEES for Summer Session June 29-July 17**

Baby Izzy: 6-24 months	\$900
Mini Izzy: 2-5 years	\$800
CGI 6-8 years	\$800

## **DISCOUNTS**

We offer a 10% sibling discount. (First child pays regular; each additional child gets 10% off).

## **DROP-OFF/PICK-UP PROCEDURES**

We are setting up the following procedures in order to limit the risk of exposure to and minimize the spread of Covid-19. Families, including guardians, siblings, parents, and caretakers will not be allowed in the classrooms to minimize contact and gathering. The classrooms will only be open to teaching staff and essential building staff.

### **Drop Off:**

- We will be doing Drive-Through drop off and pick up. Staff will be outside in the parking lot from 8:55am-9:10am.
- If you arrive earlier than the times listed, please stay in your car until we come outside to greet your child.
- Staff will greet your child and perform a Hands-Free temperature check and guide your child to group.
- If you come to camp later for drop-off, please call the office and a staff member will come to the door to escort your child into the building.
- Reminder that we ask guardians, parents, siblings and caregivers not to enter the building or play yard to limit exposure and risk.
- Please have your own **pen** for sign in/sign out.

### **Pick Up:**

- For pick-up, staff will be outside from 2:50pm-3:10pm to escort your child to your car when you arrive.
- If you arrive earlier than the times listed, you may walk up but please stay outside and we will bring your child to you.
- If you arrive later than 3:10pm, we will charge \$10 for every 20 minutes.
- Again, please bring your own **pen** to sign out.

## **HEALTH SCREENING & WELLNESS POLICY**

- Please take a temperature check at home prior to bringing your child/ren to the center
- Keep your child/ren home if they are showing any signs of symptoms or sickness
- Any child with a temperature of 99.9 or above will be sent home for a minimum of 48 hours.
- Children must be symptom free for 48 hours before returning to camp (without the aid of a fever reducing medication).
- If your child has an excessive runny nose, cough, or sneeze, we will ask you to pick up your child and keep them home for 48 hours. In some cases, a note from your child's doctor will be required for your child to return.
- If your child shows symptoms while at camp, they will be separated from the rest of the children and you will need to pick him/her up within 30 minutes.
- If you have multiple children, and one child has a fever or symptoms at drop off, your other child will not be able to attend.
- If you, your spouse or other members of your family have a temperature or are sick, we respectfully request that you keep your child home.

### **Upon Arrival:**

- Staff temperatures will be taken upon arrival and as needed.
- Children's temperatures will be taken upon arrival and as needed.

### **WHAT TO BRING:**

- We will be limiting what students can bring from home.
- Hot lunch and snacks will not be provided by Camp Gan Israel at this time. Please send your child with lunch and enough snacks to last for the day.
- Please send a water bottle- we will refill it as needed.
- Lunch containers and water bottles need to be taken home and washed daily.
- If your child is staying for nap- time, please bring a sheet/blanket in a non- porous bag. Please take it home and launder it daily. Staff will bring it to you.
- No other bags, backpacks, toys, or "lovies" will be allowed until further notice.

### **STAFF:**

- All staff will wear a face covering while they are with any children.
- No staff shall work if showing any symptoms of illness.
- All staff will take a Covid- 19 test prior to the first day of returning to the Facility. They can only return when tested negative.
- All staff will take their temperature daily upon arrival at our facility and as needed.

### **CLOSURE POLICY:**

Due to new regulations, if we experience an exposure or presumed exposure, we must close our center for a minimum of 24 hours. If this happens, staff will do our best to notify you of any camp closures as soon as possible to allow for you to make alternate arrangements for your family.

### **TRAVEL:**

During this time, if any family member/child participates in any travel outside the United States, your child may not return to camp for 14 days while you monitor the traveler and family's health prior to remittance to our center.

We highly advise not traveling outside of the United States at this time. Please see Coronavirus and Travel in the United States for additional information.

## WAIVER

In order to attend Camp Gan Israel Burbank, families and staff will need to sign a waiver, stating that they are attending Camp Gan Israel Burbank of their own free will and understand the potential risk involved with attending.

**Below is the waiver for you to read.**

**It will need to be signed electronically online to complete registration.**

## HEALTH RISK ACKNOWLEDGEMENT WAIVER & RELEASE

On March 4, 2020, California Governor Gavin Newsom declared a disaster emergency for California relating to the COVID- 19 outbreak. On March 11, 2020, the World Health Organization declared the COVID- 19 outbreak a global pandemic. On March 13, 2020, President Donald Trump declared the COVID- 19 outbreak a national health emergency.

Given the severity of the COVID- 19 pandemic, and in anticipation of my child attending Camp Gan Israel Burbank under the care and license of Chabad Burbank Preschool & Burbank Jewish Infant Center, a child care provider (“Facility”), I hereby make the following waiver, release and other representations and covenants set forth herein, on behalf of myself, my child, and in favor of this Facility.

### Acceptance of Risk; Release; and Indemnification.

The safety and security of the children in its care remains a top priority of Facility. I understand that there is a risk associated with my child’s return to care at Facility, including but not limited to, increased social contact and interaction with Facility employees and other children that may lead to exposure to COVID-19 leading to severe illness such as fever, coughing, body aches, shortness of breath or difficulty breathing, chills, muscle pain, sore throat, confusion, persistent pain or pressure in the chest, loss of taste or smell, inability to wake or stay awake, respiratory ailments, hospitalization, pneumonia and/or death. To help reduce the spread of COVID- 19 and to protect Facility employees and other children, Facility encourages all children and parents to adhere to all safety and health guidelines for the prevention of COVID- 19, including those issued by the California Department of Public Health and the Centers for Disease Control and Prevention. All persons should engage in frequent hand washing using soap and water for at least twenty seconds (or, if soap is not available, use an alcohol- based hand sanitizer), sanitize surfaces and objects that are frequently used. Staff will wear personal protective equipment such as face masks and follow any and all other preventive measures recommended by applicable authorities.

Notwithstanding the foregoing, I understand that the above guidelines do not completely eliminate my child’s risk of exposure to COVID- 19 and, should my child experience any COVID- 19 related symptoms (such as fever, cough, body aches, or shortness of breath or difficulty breathing, chills, sore throat, new loss of taste or smell), I shall keep my child home, not to bring my child to the Facility, and follow the advice of my healthcare provider, clinic, or hospital. In such cases, I will immediately alert the Facility of such symptoms.

Regardless of any steps taken by Facility to reduce the risks associated with the COVID-19 pandemic, I am fully aware that there are a number of risks associated with my child’s care at Facility during the COVID- 19 pandemic, including without limitation, being exposed to and contracting COVID- 19 from other individuals, surfaces and/or airborne particles. I understand that my or my child’s contracting of COVID- 19 could result in serious medical symptoms leading to medical treatment, hospitalization or even death. On behalf of myself and my child, and our heirs, successors, and assigns, I knowingly and freely, assume all such risks, both known and unknown, relating to my child’s care at Facility arising from or relating to COVID- 19, including all illnesses, injuries, damages or



death arising therefrom, and I hereby forever release, waive, relinquish, and discharge Facility, along with Facility's shareholders, officers, directors, members, managers, officials, partners, trustees, agents, contractors, employees, affiliates, or other representatives, and their successors and assigns (collectively, the "Facility Representatives"), from any and all claims, demands, liabilities, rights, damages, expenses, and causes of action of whatever kind or nature, and other losses of any kind, whether known or unknown, foreseen or unforeseen, (collectively, "Damages") arising from or relating to COVID- 19 as a result of my child's care at Facility, and including but not limited to claims based on the alleged negligence of any Facility Representative or any other person. I further promise not to sue Facility or any Facility Representative for any illness, injury, death or other Damages arising out of or related to COVID- 19 and agree to indemnify and hold them harmless from any and all Damages resulting therefrom as a result of my child's care at Facility.

If any provision of this Waiver and Release of Liability is declared invalid, the remaining provisions remain enforceable. I may seek advice from legal counsel before signing this Waiver and Release of Liability. By signing this Waiver and Release of Liability, I acknowledge that either I have sought the advice of legal counsel or wish to waive the opportunity to seek the advice of counsel before signing.

**READ CAREFULLY - - BY SIGNING THIS DOCUMENT YOU MAY GIVE UP IMPORTANT LEGAL RIGHTS.**

**IT WILL NEED TO BE SIGNED ELECTRONICALLY ONLINE TO COMPLETE REGISTRATION.**