

## **Lutherlyn Procedures Related to Covid-19**

These procedures have been developed with guidance from the American Camp Association, the Centers for Disease Control, and the Pennsylvania Department of Health for the health and safety of Lutherlyn's guests and staff.

### **GUESTS/CAMPERS AT LUTHERLYN**

Lutherlyn is committed to serving our campers and guests in the safest way possible.

- Lutherlyn is private property and is closed to the general public.
- All guests/campers must be registered.
- Lutherlyn will limit the number of guests on camp at any given time.
- All guests/campers must check-in upon arrival at the camp store or at the location that was communicated prior to arrival.
- Guests/Campers must self-monitor for symptoms of Covid-19 (or any illness). Anyone with symptoms is expected to cancel their visit. A full refund will be issued for medical cancellations.
- If a registered camper develops symptoms of Covid-19 while onsite, it must be reported to staff immediately.

### **STAFF**

Lutherlyn's staff are here to serve our campers and guests. To best do that, the health and safety of the staff is a priority.

- Staff will self-monitor for symptoms of covid-19. When a staff person has symptoms, they will stay at home.
- All staff will practice good hygiene and wash hands frequently.
- Food service staff will temp check at the start of each shift.
- Staff will maintain appropriate social distance from guests.
- When inside a building with guests, staff and guest will wear masks.
- The camp office is for staff only. Guests will be served on the office porch or through the plexiglass window of the camp store.
- Staff will not enter occupied cabins. Maintenance concerns will be addressed 24-hours after guests leave. If there is an immediate maintenance need in a cabin, guests will be relocated to a new cabin.
- When possible, staff may work from home.

### **SOCIAL DISTANCING**

- When entering a building with people other than immediate family/the group that the guest is attending with, guests must wear masks.
- Guests are expected to practice social distancing from other guests and staff. Maintain at least 6 feet of distance from others.
- In case of an emergency, Lutherlyn staff have access to an N95 mask to assist guests.

### **CLEANING**

Lutherlyn holds a high standard for cleanliness. Each cabin/building is thoroughly cleaned before guests arrive. Housekeeping services are not provided during a guest's stay. A cleaning bin is provided in the cabin, if guests choose to clean while they are present.

#### **Cabins:**

- For the health and safety of the cleaning staff, a cabin is left to "rest" for 24 hours after it is vacated prior to being cleaned.

- Cleaning staff are provided masks and gloves when cleaning.
- Cabins are vacuumed, disinfected, trash removed, and toilet paper/garbage bags stocked.
- All surfaces are cleaned thoroughly with an EPA approved disinfectant:
  - Bathrooms – toilet, shower, handrail, doorknobs, light switches, chair, toilet paper dispenser.
  - Cabin interior – sinks, counters, light switches, thermostat, doorknobs (inside and outside), mattresses, bed frames.
- A visual inspection is done on the interior and exterior for hazards.

#### **Public Bathrooms:**

- Public bathrooms will be cleaned and disinfected daily when guests are on the property.
- Residential guests are encouraged to use the private bathrooms in their own cabins, when possible.

#### **Common Space:**

- Indoor and outdoor common spaces will be cleaned and disinfected daily when in use.
- The use of shared items will be minimized as much as possible (recreation equipment, craft supplies, etc.) and will be disinfected between uses.

#### **FOOD SERVICE**

- The food service staff will follow proper food handling protocol, as per the PA Department of Health. This includes wearing gloves and a mask when handling/serving food and proper sanitizing of all dishes and surfaces in the kitchen and dining hall.
- There will not be a buffet, salad bar, or beverage bar. Guests will not touch common serving utensils.
- Meals and beverages will be served by the food service staff.
- Condiments will be in individual servings, so guests only touch their own serving.
- All dishes must be returned to the dish room to go through the proper sanitizing process.
- Grab & Go Meals:
  - When “grab & go” meals are being served, guests must wear a mask when picking up food inside the dining hall.
  - “Grab & Go” meals are to be taken to outdoor picnic tables, not consumed in the dining hall. Guests are expected to practice social distancing from other guests when picnicking.
- Meals in the Dining Room:
  - When dining in the dining room, guests must sit where the tables and chairs are already appropriately spaced. Do not move tables or chairs.
  - When dining in the dining room, guests must sit at their table and wait for their table to be dismissed to the serving line. Meals will be served by staff. Guests will be appropriately spaced when getting their food.

#### **RECREATION/ACTIVITIES**

Procedures for specific activities will be communicated to guests prior to participation, as each activity has different safety precautions. In all activities, a minimum of 6 feet of distance will be kept between the staff leading the activity and the campers/guests.

#### **RISK**

- Attendance and participation at Lutherlyn is at your own risk. Lutherlyn is not liable for any contact or health risks.
- Compliance with these procedures is expected. Failure to do so may result in being asked to leave Lutherlyn’s property.