



# Massachusetts Department of Public Health

## Operating Recreational Camps and Programs Phase IV

MHOA Presentation  
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# Presentation Overview

- Overview: What is Required this Summer
- General Training and Staffing Requirements
- Medical/ Healthcare Staffing and Policies
- COVID at Camp
- Residential/Overnight Camp Specific Requirements
- Social Distancing and Masking
- Cleaning, Food Service, and Transportation Policies
- Sports at Camp
- Christian's Law

# Overview: What is required this summer?

## Camps

- Self-assess and attest that camp meets the Health and Safety Standards for Reopening
- Inspected and licensed by LBOH for compliance with 105 CMR 430
  - May need to comply with 432, 435, 590 etc.
- Must provide attestation if requested to review practices in response to a complaint

## Programs

- Self-assess and attest that program meets the Health and Safety Standards for Reopening
- Inspection not required to open
  - May need to comply with 432, 435, 590 etc.
- Must provide attestation if requested to review practices in response to a complaint

# Activities During COVID-19

Certain activities must comply with sector specific safety standards

## Swimming Pools

- ✓ [105 CMR 435 Minimum Standards for Swimming Pools](#)
- ✓ [EEA Safety Standards for Public and Semi-Public Swimming Pools](#)

## Sports

- ✓ [EEA Workplace Safety and Reopening Standards for Businesses and Other Entities Providing Youth and Amateur Sporting Activities](#)

## Beaches/Waterfront

- ✓ [105 CMR 445 Minimum Standards for Bathing Beaches](#)
- ✓ [EEA Safety Standards for Coastal and Inland Beaches](#)
- ✓ [105 CMR 432 Minimum requirements for personal flotation devices for minor children at municipal and recreational programs and camps](#)

## Playgrounds

- ✓ [EEA Safety Standards for Playgrounds, Spray Decks and Outdoor Fitness Areas](#)

## Boating

- ✓ [EEA Boating & Various Other Marine and Inland Waterway Related Activities](#)

# Training Requirements

430 Requirements	COVID-19 Requirements
<p data-bbox="131 349 826 392"><b>430.091 Orientation Requirements</b></p> <ul data-bbox="131 428 942 1249" style="list-style-type: none"><li data-bbox="131 428 942 471">• Necessary trainings for camp activities</li><li data-bbox="131 521 942 621">• Specialized trainings to meet requirements of all campers</li><li data-bbox="131 671 942 771">• Online Head Injury Safety Awareness training</li><li data-bbox="131 821 942 921">• Health Care Policy, discuss implementation</li><li data-bbox="131 949 357 992">• Fire Drill</li><li data-bbox="131 1035 724 1078">• Disaster / Emergency Plans</li><li data-bbox="131 1120 666 1163">• Lost Camper / Swimmer</li><li data-bbox="131 1206 569 1249">• Traffic Control Plan</li></ul>	<p data-bbox="998 349 1671 392"><b>Plans and Training Requirements:</b></p> <ul data-bbox="998 406 1825 1220" style="list-style-type: none"><li data-bbox="998 406 1825 506">• <u>Plan to provide adequate social distancing and mask use;</u></li><li data-bbox="998 521 1304 564">• <u>Cleaning plan;</u></li><li data-bbox="998 592 1825 692">• <u>Isolation and discharge plan</u> for sick, symptomatic, and exposed children or staff;</li><li data-bbox="998 706 1825 806">• <u>Contingency plans</u> for handling ways the COVID-19 pandemic may affect operations;</li><li data-bbox="998 821 1825 863">• <u>Communication plan</u> with parents and staff;</li><li data-bbox="998 892 1825 992">• <u>Staffing plan</u> maintain required ratios and trained back-up staff;</li><li data-bbox="998 1006 1825 1106">• <u>Transportation plan</u> following health and safety protocols; and</li><li data-bbox="998 1120 1825 1220">• <u>Food service plan</u> to maintain safety and sanitation protocols while serving food</li></ul>

# Parent/Guardian Information

430 Requirements	COVID-19 Requirements
<p>All parents/guardians <b>provided</b>:</p> <ul style="list-style-type: none"> <li>• Care for a mildly ill camper policy (430.159)</li> <li>• Administration of medication policy (430.159)</li> <li>• Emergency health care provisions (430.159)</li> <li>• Meningococcal Disease and Immunization (430.157)</li> </ul>	<p>Policies for preventing and responding to infection and illness due to COVID-19</p> <ul style="list-style-type: none"> <li>• Provide information in the primary languages spoken by the parents, if possible</li> </ul> <p>Develop a communication system by obtaining parent/guardian:</p> <ul style="list-style-type: none"> <li>• Home/work/cell phone number</li> <li>• Email</li> </ul>
<p>At the <i>time of application</i>, all parents/guardians informed of their right to review (430.190):</p> <ul style="list-style-type: none"> <li>• Background check policy</li> <li>• Health care policy</li> <li>• Discipline policies</li> <li>• Procedures for filing a grievance</li> </ul>	<ul style="list-style-type: none"> <li>• <i>Prior to first day of camp</i>, parents/guardians informed of pickup/drop off procedures</li> </ul>

# Staffing

430 Requirements	COVID-19 Requirements
<p><b>430.101 Required Ratios:</b></p> <ul style="list-style-type: none"><li>• 1:10 campers 7 and older</li><li>• 1:5 campers under 7</li><li>• Line of sight/close proximity</li></ul>	<p><b>Cohort size:</b></p> <ul style="list-style-type: none"><li>• <b>Day:</b> Max 25</li><li>• <b>Residential:</b> Max 12</li><li>• Cohort size <i>does not</i> include staff/volunteers</li><li>• No mixing of cohorts except for staff supervising specialized activities and providing breaks</li></ul>
	<p><b>Out-of-state campers/staff:</b></p> <ul style="list-style-type: none"><li>• <b>Day:</b> Exempt from Travel Advisory</li><li>• <b>Residential:</b> Travel Advisory applies</li></ul>
<p><b>430.102 Camp Director Requirements:</b> Qualified Director present at all times and appointed designee</p>	<p><b>COVID-19 Oversight:</b> Designate 1 senior staff member responsible for responding to COVID-19 concerns</p>

# Staffing

Background Check Requirements:	Staff						Volunteer	
	MA Resident		Out-Of-State		International			
	Year-Round	Seasonal	Year-Round	Seasonal	Year-Round	Seasonal	Year-Round	Seasonal
5 Year Work History	✓	✓	✓	✓	✓	✓	✓	✓
3 Positive References	May use references on file*		May use references on file*		May use references on file*			
MA CORI/Juvenile Report (Level 3)	Once every 3 years	✓	Once every 3 years	✓	Once every 3 years	✓	✓	✓
MA SORI	Once every 3 years	✓	Once every 3 years	✓	Once every 3 years	X Exempt if never been in the US	✓	✓
Criminal Record Check (or equivalent) from State of Residence			Once every 3 years	✓				
			<i>National Background Check Fingerprinting - Acceptable</i>					
Criminal Record Check (or equivalent) from Country of Residence					Once every 3 years	✓		

\*Gap in employment for 1+ camping seasons need new references

# Medical Records

Medical Record Contents:	<u>Day Camp (Non-Sport)</u>			<u>Day Camp (Sport)</u>			<u>Residential, Travel, or Trip Camp</u>		
	Staff		Camper	Staff		Camper	Staff		Camper
	<i>Under 18</i>	<i>18+</i>		<i>Under 18</i>	<i>18+</i>		<i>Under 18</i>	<i>18+</i>	
<b>Health Record</b>	✓	Rec emergency contact info and authorization for care	✓	✓	Rec emergency contact info and authorization for care	✓	✓	Rec emergency contact info and authorization for care	✓
<b>Immunization/Exemption Documentation</b>	✓	✓	✓	✓	✓	✓	✓	✓	✓
<b>Injury Reports (if applicable)</b>	✓	✓	✓	✓	✓	✓	✓	✓	✓
<b>Current Health History</b>	signed by parent/guardian or health care provider	signed by staff member or health care provider	signed by parent/guardian or health care provider	signed by health care provider	signed by health care provider	signed by health care provider	signed by health care provider	signed by health care provider	signed by health care provider
<b>Physical</b>				✓	✓	✓	✓	✓	✓

# Healthcare Consultant (HCC)

## 430.159 - Health Care Staff to be Provided

- All camps must have a Health Care Consultant (HCC)
  - MA Physician, NP, or PA with documented pediatric experience
- HCC must sign off on all the camp's health care policies
- Camps must provide list to HCC of:
  - All Health Care Supervisors (HCS) and
  - List of all medication administered at camp
- HCC must train *all unlicensed* HCS
- Training & test of competency for unlicensed HCSs per 430.160:
  - See available guidance documents for DPH standards on training and test of competency: <https://www.mass.gov/lists/recreational-camps-for-children-community-sanitation>

# Healthcare Supervisor (HCS)

Present at licensed camps at all times and responsible for the day-to-day operation of camp's health program.

Requirements:

- 18 years of age or older;
- Must be Physician, PA, CNP, RN, LPN

**OR**

- Person specially trained in First Aid and CPR
  - All *unlicensed* designated HCS must receive additional trainings from the HCC

May have other non-health related duties (counselor, director, etc.)



# Healthcare Requirements

430 Requirements	COVID-19 Requirements
<p><b>Healthcare Staff:</b></p> <ul style="list-style-type: none"> <li>Healthcare Consultant (HCC) (430.020)</li> <li>Healthcare Supervisor(s) (HCS) (430.020)</li> </ul>	<p><b>Healthcare Staff (for Licensed Camps only):</b></p> <ul style="list-style-type: none"> <li>HCC must train staff conducting screenings</li> <li>2 HCS present at all times</li> </ul>
<p><b>Infirmery/First Aid Facility:</b></p> <ul style="list-style-type: none"> <li>Facility/location identified (430.161)</li> <li><i>Residential:</i> Isolation Space (430.161)</li> <li>First Aid Kits (Class A &amp; B) (430.161)</li> <li>Medical Log Book (430.155)</li> <li>Means to securely store medications (430.160)</li> </ul>	<p><b>Isolation Area(s):</b></p> <ul style="list-style-type: none"> <li>Identify multiple isolation spaces/rooms, if possible</li> <li>Bathroom and separate exit should be available for sick individual(s) <ul style="list-style-type: none"> <li>Cleaned in accordance with CDC guidance</li> </ul> </li> </ul>
	<p><b>PPE with isolated individuals:</b></p> <ul style="list-style-type: none"> <li>Designated staff member to supervise</li> <li>Need PPE appropriate to care setting to enter isolation space</li> </ul>

# Healthcare Policies

430 Requirements	COVID-19 Requirements
<ul style="list-style-type: none"><li>• <b>Camp Health Care Policy (430.159)</b></li><li>• <b>Prescription Medication Administration Policy (430.160)</b><ul style="list-style-type: none"><li>○ Storage</li><li>○ Identify who is administering</li><li>○ What medications are at camp</li></ul></li><li>• <b>Epinephrine Auto-Injector Policy (430.160)</b><ul style="list-style-type: none"><li>○ Self carry and administer or specially trained individual</li></ul></li><li>• <b>Insulin Administration and Diabetic Plan Management Policy (430.160)</b></li></ul>	<p><b>Healthcare Policy:</b></p> <ul style="list-style-type: none"><li>• Screening at camp</li><li>• Testing at camp, if applicable</li><li>• Plan for the isolation and discharge of symptomatic or exposed campers or staff</li><li>• Transportation contingency plans if unable to be immediately picked up by private transportation</li><li>• Criteria for seeking medical assistance</li><li>• Immediately notifying LBOH</li><li>• Notify CSP within 48 hours<ul style="list-style-type: none"><li>• Injury Reporting Form</li></ul></li></ul>

# Communicable Disease Reporting

430 Requirements	COVID-19 Requirements
<p><b>Camp Operator Reporting (430.157):</b></p> <ul style="list-style-type: none"><li>• Immediately report each case of communicable disease to LBOH and DPH</li><li>• Immediately report each case of suspected food poisoning or usual prevalence of illness</li></ul>	<p><b>Reporting:</b></p> <ul style="list-style-type: none"><li>• Immediately report positive cases to LBOH</li><li>• Parents must report to designated staff person any close household contacts or positive cases of COVID-19<ul style="list-style-type: none"><li>• Daily screening question</li></ul></li></ul>
<p><b>Exclusion Policy (430.153):</b></p> <ul style="list-style-type: none"><li>• Protecting all susceptible children if communicable disease present at camp</li></ul>	<p><b>Contact Tracing:</b></p> <ul style="list-style-type: none"><li>• Monitor who staff and campers come into contact with throughout each day</li><li>• Follow the direction of the LBOH or MDPH if identified as a close contact</li></ul>

# Screening and Monitoring

## **Screening at drop off, parents *must*:**

- Confirm child and any other household members are not experiencing COVID-19 symptoms and their child is not currently required to be in quarantine
- Provide written or electronic attestation regarding household contacts and that they have not provided their child with fever reducing medications

## **Screening at drop off, staff *must*:**

- Assess each camper/staff for signs of illness
- Record health check responses and maintain on file

## **Throughout the day, staff *must*:**

- Actively monitor campers for signs of illness
- Have a non-contact or temporal thermometer on-site
- Follow policies and procedures for isolation if someone is showing signs of illness
- Keep track of who individuals come into contact with throughout the day

# Residential Camps – Testing

## Prior to Arrival:

- Should self-quarantine for 10 days prior to camp and conduct daily screenings
- Must obtain a **PCR test\*** within 72 hours of coming to camp

## When arriving:

- Provide negative PCR test results\*
- If unable to provide results, must quarantine from all other campers/staff

## Arrival Testing\*:

- Everyone tested upon arrival – PCR or BinaxNow test
- Must maintain modified group quarantine until results obtained for everyone in a cohort

\*If tested positive for COVID-19 within 90 days exempt from testing requirements

Individual Quarantine	Modified Group Quarantine
<ul style="list-style-type: none"><li>• Always maintain 6ft of distance from everyone</li><li>• Mask use required</li><li>• Separate sleeping area and bathroom</li><li>• Cannot participate in camp activities</li></ul>	<ul style="list-style-type: none"><li>• Stay in smallest practical group size within cohort</li><li>• Must socially distance and wear a mask within cohort</li><li>• No interaction with other cohorts</li></ul>

# Residential/Overnight: Cohort Exception

- Once arrival testing requirements are met, mask use and distancing within a cohort is not required unless:
  - *There is a possibility* of interacting with others outside of their cohort
  - Camper/staff showing symptoms of COVID-19
- **Staff and campers should remain on-site for duration of session**
- If a staff member within a cohort go off-site (for reasons other than field trips or medical care), entire cohort must wear mask and socially distance until that individual can meet arrival testing requirements
- If staff that do not directly supervise children go offsite, they must:
  - Re-screened each day
  - Must always remain socially distanced from everyone at camp (at least 6ft)
  - Always wear a mask

# Residential/Overnight – Sleeping Arrangements

430 Requirements	COVID-19 Requirements
<ul style="list-style-type: none"><li>• <u>Single bed</u>: min 40 ft<sup>2</sup> per person</li><li>• <u>Bunk bed</u>: min 35 ft<sup>2</sup> per person</li><li>• <u>Persons requiring special equipment</u>: 50ft<sup>2</sup> per person (430.458)</li><li>• Closets and bathrooms not included in square footage calculations</li></ul>	<ul style="list-style-type: none"><li>• Cohorts based off sleeping arrangements</li><li>• Cabin access only for individuals who reside in cabin</li></ul>
<ul style="list-style-type: none"><li>• <u>Single bed</u>: min 3 ft between beds</li><li>• <u>Bunk bed</u>: 4.5 ft between beds</li><li>• <b>6ft between heads of sleepers (430.470)</b></li><li>• No sleeping in food prep, service, or storage areas (430.471)</li></ul>	<ul style="list-style-type: none"><li>• Encouraged to provide 6ft between beds</li></ul>
<ul style="list-style-type: none"><li>• Certificate of inspection (430.451)</li><li>• Smoke and CO detectors (430.216)</li></ul>	<ul style="list-style-type: none"><li>• Increase ventilation to cabins whenever possible</li></ul>

# Social Distancing

## Day Camps/Programs

- 6 ft of distance maintained within and between cohorts

## Residential Camps/Programs

- 6 ft of distance maintained between cohorts and staff not in the cohort
- 6 ft of distance maintained within the cohort *unless* requirements in “Cohort Exception”, are met

### Other Distancing Requirements:

- Provide activities that promote social distancing, reduce close contact, and minimize equipment sharing
  - Outside whenever possible
- Stagger use of communal spaces
  - Rearrange rooms/areas to promote distancing
- Ensure belongings are stored in a manner to prevent groups from congregating
- Stagger pick-up and drop off times
- Signage/markings to encourage proper distancing

# Social Distancing: Emergency Shelter

## **430.457 Shelters at Day Camp:**

- Shelter sufficiently large enough to house and provide for on-going camp activities
- Certificate of Inspection
- Roof weather/watertight
- Structural and interior maintenance

## **Distancing in Temporary Emergency Shelter:**

- 6ft of distance between individuals in temporary emergency shelter locations
  - Mask use required
- May utilize pavilion/tents to meet requirements

*If unable to provide sufficient space:*

- Cancel/modify camp hours to avoid inclement weather

# Face Coverings

Mask use required in accordance with Governor's most recent [Order on Face Coverings in Public](#)

- Required to wear face covering/mask inside and outside unless an exception applies

## *Exceptions to wearing a mask:*

- If under 2 years old
- Medical or disabling condition
- Impede communication (ex: hearing impairment)
- Other sector specific guidance permits removal of mask (ex: eating, swimming)
- Residential camps *within* a cohort if requirements met in “Cohort Exception”

## **Face Coverings/Mask Policies:**

- Routinely washed or replaced
- Provided by camper/parent but camp must have sufficient supply to provide, if needed
- Mask breaks

# Cleaning at Camp

- Intensify cleaning paying extra attention to frequently touched objects and surfaces
- Clean and disinfect:
  - Communal space(s) between uses
  - Shared and personal equipment
- Residential:
  - Clean and disinfect showers/bathrooms at least 2 times a day
  - Cabins and shared items cleaned/disinfected between sessions
  - Laundry services made available

# Cleaning and Storage of Materials

430 Requirements	COVID-19 Requirements
<p data-bbox="100 301 913 344"><b>430.214 Storage of Hazardous Materials:</b></p> <p data-bbox="100 418 739 515">Disinfectants or other hazardous chemicals:</p> <ul data-bbox="100 548 672 865" style="list-style-type: none"><li data-bbox="100 548 446 591">• Plainly marked</li><li data-bbox="100 619 658 719">• Stored in locked closet or compartment</li><li data-bbox="100 748 542 791">• Separate from food</li><li data-bbox="100 819 672 862">• Not accessible to campers</li></ul>	<p data-bbox="967 301 1624 344"><b>Cleaning/Disinfecting Chemicals:</b></p> <ul data-bbox="967 376 1792 815" style="list-style-type: none"><li data-bbox="967 376 1682 476">• Accessible to staff in each area of camp</li><li data-bbox="967 491 1721 591">• EPA registered disinfectants for use against COVID-19;</li><li data-bbox="967 605 1754 705">• Bleach/water solutions freshly mixed every 24 hours; or</li><li data-bbox="967 719 1792 815">• At least 70% isopropyl alcohol cleaning solution</li></ul> <p data-bbox="967 891 1792 933">Follow instructions and air dry completely</p> <ul data-bbox="967 962 1721 1062" style="list-style-type: none"><li data-bbox="967 962 1721 1062">• Gloves specific to cleaner and hand hygiene after use</li></ul>
	<p data-bbox="967 1093 1557 1136"><b>Hand Sanitizer (60% alcohol):</b></p> <ul data-bbox="967 1150 1731 1329" style="list-style-type: none"><li data-bbox="967 1150 1329 1193">• Securely stored</li><li data-bbox="967 1222 1731 1265">• Written parental permission for use</li><li data-bbox="967 1293 1493 1329">• Used under supervision</li></ul>

# Food Service

430 Requirements	COVID-19 Requirements
<p><b>430.320 Food Service:</b></p> <ul style="list-style-type: none"><li>• Compliance with 105 CMR 590</li><li>• Provide and maintain areas in a sanitary manner</li></ul>	<p><b>Food Service:</b></p> <ul style="list-style-type: none"><li>• Safety Standards for Restaurants</li><li>• <u>Use sanitizers approved for food contact surfaces</u></li><li>• Socially distance during meals</li><li>• Maintain cleaning checklist</li></ul>
<p><b>430.335 Meals Provided From Home:</b></p> <ul style="list-style-type: none"><li>• Stored properly</li><li>• Method to provide lunch if camper arrives without one</li></ul>	<p><b>Meals:</b></p> <ul style="list-style-type: none"><li>• Recommend meals brought from home or prepackaged</li><li>• If unavoidable, staff must prep and serve meals</li><li>• Limit food handling and prep</li><li>• No family style meals or self-service</li><li>• Lunch line style permitted if they can socially distance in line</li></ul>

# Transportation

430 Requirements	COVID-19 Requirements
<p><b>When transporting campers:</b></p> <ul style="list-style-type: none"> <li>• Campers under 7 not transported longer than 1 hour non-stop (430.251)</li> </ul>	<p><b>When transporting campers:</b></p> <ul style="list-style-type: none"> <li>• Screening of children prior to boarding</li> <li>• Maximize space between riders</li> <li>• Masks must be worn, if appropriate</li> <li>• Windows open, if able</li> <li>• Develop cleaning schedule and maintain cleaning checklist</li> </ul>
<p><b>Bus Drivers and Monitors:</b></p> <ul style="list-style-type: none"> <li>• At Least 18 years old with 2+ years experience (430.252)</li> <li>• Current license for vehicle (430.252)</li> <li>• First Aid trained (if applicable) (430.252)</li> <li>• Must have 1 additional staff member as monitor (430.251)</li> </ul>	<p><b>Drivers and Monitors:</b></p> <ul style="list-style-type: none"> <li>• Properly screened, cannot work when sick</li> <li>• Must wear mask</li> <li>• Try to maintain 6ft of distance from driver</li> <li>• Adequate cleaning and hand hygiene supplies</li> </ul> <p>(see <a href="#">Reopening Transportation Guidance</a> and <a href="#">Special Education Transportation Considerations</a>)</p>

# Additional Restrictions During Phase IV

- No visitors permitted
  - Does not include vendors, healthcare staff, LBOH/DPH, or accreditation members
- No new campers permitted mid-session
- Orientation provided to all campers
- Limited transportation to surrounding areas where significant interaction with public is not expected
  - Must follow all applicable guidance while off-site and plan for how to isolate ill camper while off-site
  - Maintain cohorts to extent possible while traveling
  - Strongly discouraged for Residential camps
- Use of community pools, beaches, parks, and playgrounds permitted

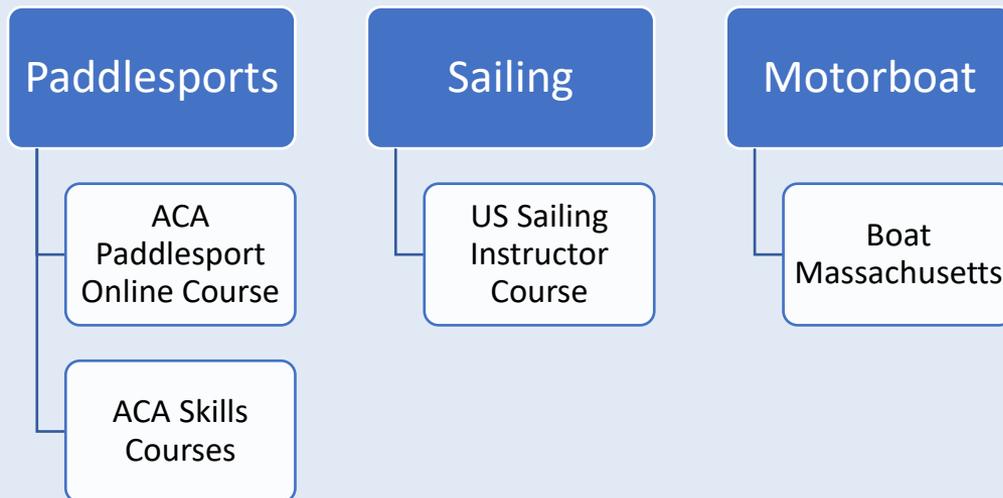
# Sports at Camp

- Comply with EEA standards and MIAA Sports Specific Guidance
  - MIAA guidance includes practice and competition requirements
  - Sports risk level determines level of play permitted
- Cohorts or smaller groups with cohort able to function as a “team”
  - Teams must stay consistent
  - Limited to playing against 1 team a day OR
  - 2 teams if games are back-to-back and sufficient space to separate teams during transition
- Shared fields/courts: Permitted if 6 ft of distance maintained between cohorts.
- Face coverings/masks required unless exception applies

# Staffing: Watercraft Certification

## Watercraft Activities

- ❑ Guidance issued March 2020 on alternatives for ARC Small Craft Safety
- ❑ Supervision:
  - 1:10 counselor to camper ratio
  - **Certified lifeguard** **OR**
  - Hold a certification in ARC Basic Water Rescue **AND**
  - ACA Paddlesports Online Course
  - In-person training during orientation



# Christian's Law



Christian's Law, 2012:

All municipal and recreational programs or licensed camps conducting swimming activities at fresh or saltwater beaches shall:

1. Ensure that all minors are swim tested at the first swimming session,
2. Make available a Type I, II, or III personal flotation device (PFD) to all minor children determined to be either a non-swimmer or an at-risk swimmer, and
3. Allow parents or legal guardians to provide their own PFD to their child if they so choose.

# 432.020 - Applicability

## Who has to Comply?

- Municipal and Recreational Programs or Camps that use:
  - Public,
  - Semi-public, or
  - Private **bathing beaches** for bathing or swimming activities [\[432.020\(A\)\]](#)

# Swim Testing

**Swim Test:** A swimming ability determination conducted at a minimum once per summer for every minor at each program or camp by a certified swim instructor or a swim assessor

## **Certified Swim Instructor (CSI)**

Employed or contracted by a municipal and recreational program or camp and holds a current certificate from a nationally recognized swim instructor program:

- ❑ American Red Cross Water Safety Instructor (WSI); or
- ❑ AQ711B – YMCA Lifeguard 2011; or
- ❑ An instructor with an equivalent certification, determined by the Department

## **Swim Assessor**

16 years of age, employed or contracted by a municipal and recreational program or camp

- ❑ Lifeguard Training Certificate
- ❑ CPR Training Certificate
- ❑ First Aid Certificate

Has, at a minimum, observed one and participated in one annual swim test training conducted by a CSI

# Classification

- All **MINORS** are swim tested at the first session [432.100(C)]
- Swim tests shall be conducted at the venue where the swimming will take place whenever possible [432.100(D)]
- When participating in a swim test, cohorts must be kept together, avoid mixing groups of kids.
- Maintain 6' of social distancing
- Lifeguards can oversee multiple groups of kids simultaneously

## RESIDENTIAL CAMPS

- As long as the arrival testing has been met, the need for 6' of social distancing within a cohort does not need to exist.

# Operator Responsibility and PFDs

1. Operators must ensure that properly sized PFDs are made available [432.120(A)]
2. All PFDs shall be in serviceable condition [432.120(B)]  
*PFDs cleaned in accordance with US Coast Guard Guidance*  
<https://uscgboating.org/multimedia/news-detail.php?id=533>
3. Operators shall ensure the PFDs are properly sized and fitted for each minor prior to swimming activity [432.120(C)]
4. Operators must have an adequate number and range of sizes of PFDs [432.120(D)]
5. Operators may contract with off-site bathing beach operators for supply of PFDs [432.120(E)]

# PFDs and Parents/Guardians

1. An operator shall **not** refuse a PFD from a parent/guardian [\[432.130\(A\)\]](#)
2. The minor shall wear the PFD at all times except during:
  - a. Swim tests;
  - b. Swimming lessons;
  - c. Diving Lessons; and
  - d. Closely supervised beach waterfront activities [\[432.130\(B\); Guidance for Implementing\]](#)
3. PFD must be clearly labeled with the child's name and the parent/guardian emergency contact info and it has to be a Type I, II, III properly sized and fitted [\[432.130\(C\) + \(D\)\]](#)
4. If the PFD provided by a parent or guardian is not properly fitting, or is damaged, or otherwise not in serviceable condition: [\[432.130\(E\)\]](#)
  - a. The child should not be allowed to swim,
  - b. The camp/program must gain permission from parent/guardian before providing a different properly sized and fitted PFD to that child
  - c. Ensure EVERYTHING is documented

# Policies and Record Keeping

- ❑ An orientation plan for all staff and volunteers;
- ❑ Procedures for identifying non-swimmers and at-risk swimmers;
- ❑ A daily check-in routine for reviewing and confirming proper swimming level identification;
- ❑ A plan to ensure an adequate inventory of serviceable PFD's and their proper storage;
- ❑ Procedures for PFD distribution to participants;
- ❑ Appropriate training for staff; and
- ❑ Compliance with required recordkeeping.

# Guidance Tools

- ❑ Swim and Fit Test Model Documentation Form
- ❑ Guidance Checklist
  - ❑ Will help to ensure compliance with 432.000
- ❑ Guidance for Implementing Regulations
  - ❑ Swim Determinations
    - ❑ Identifying Non-Swimmers and At-Risk Swimmers
  - ❑ Suggested Methods
  - ❑ Confinement to Dedicated Swimming Areas