

# Health & Safety Protocol Agreement

## Summer camps 2020

Valid from 28th of June 2020

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### General information

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This protection concept is based on the "General regulations for cultural, leisure and sports camps" developed by the Federal Office of Sport (BASPO) in cooperation with the Federal Office of Public Health (FOPH), the Federal Office of Social Insurance (BSV) and the Federal Office of Culture (BAK), as well as on the «New frame conditions for Sports» of the BASPO.

The children's and youth associations and their offers, especially the camps, are important in making a significant contribution to the holistic development of children and young people. The present concept is intended to enable friLingue camps being held under the current circumstances, while simultaneously ensuring that the federal requirements for protection against the corona virus are being met.

This protection concept was developed by the friLingue GmbH. It serves as a standard for the local summer camps. The camp leader of the respective camp location is responsible for implementing the protection concept to the best of their knowledge. Its control is the responsibility of the competent authorities.

#### Starting position:

- As part of the resolutions of May 27, 2020, the Federal Council allows the organization of summer camps with a maximum of 300 people, given they comply with the protection concept. A presence list must be kept for each camp.
- Camps in accordance with the present protection concept are possible from June 28, 2020.

#### Principles:

Every camp leader consistently implements these general conditions for their camp. The camp leader is responsible for compliance with these general conditions. It is crucial that the applicable framework conditions for the summer camps and their activities are communicated completely, repeatedly and clearly before and during the camp to all those involved (camp leaders, teachers, participants, parents, kitchen). This is the only way that the camp participants can comply with the measures.

The following basic rules apply:

- 1. Join the camp free of symptoms**
- 2. Keep your distance from the camp leaders and teachers**
- 3. Compliance with the hygiene rules of the FOPH**
- 4. Contact details and max. number of participants (contact tracing)**
- 5. Persistent groups**
- 6. Designation of responsible persons**

friLingue GmbH always follows the current situation (e.g. new legal measures) and derives the necessary implementations from it. They regularly inform the camp leader via email, referring to the FOPH (Federal Office of Public Health).

## 1 Covid-19 Symptoms

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### a) Symptoms before the start of the camp

**Participants and leaders with symptoms of illness are not allowed to participate in the camp.** Please stay at home and isolate yourself. Follow your doctor's instructions.

**In the event of illness, the camp can be moved to any date within the next 24 months at no additional cost.**

### b) Risk groups

According to the FOPH, the following people belong to this group (appendix to «Ordinance 2 on measures to combat the coronavirus (COVID-19)»):

- People aged 65 and over
- Adults with existing medical conditions (e.g. high blood pressure, chronic respiratory diseases, diabetes, diseases and therapies that weaken the immune system, cardiovascular diseases, cancer).

**Participating in the frilingue summer camps is voluntary. The decision to participate lies with the participants or their parents. In consultation with the doctor, the parents of children with pre-existing conditions decide how the person at risk can participate in the camp.** Teachers or camp leaders that belong to a risk group decide in consultation with their doctor whether / how the participation in the camp is possible.

### c) (Suspected) Case of illness in the camp

If a participant, camp leader, teacher or kitchen staff starts showing symptoms during the camp, the following measures will be taken:

- The person with symptoms must wear a hygiene mask and be isolated.
- They must be examined and tested by a doctor immediately.
- Until the test result is available, the person must wear a hygiene mask and be isolated. This means that they sleep alone in a tent or room and keep at least 2m distance from other people at all times.
- In the event of a suspected case, the cantonal crisis department is informed. They support the camp management in any communication with parents and in planning further action.
- If the test result is positive, a doctor decides which contact persons must be quarantined.
- After a positive test result, the camp management immediately informs all parents about the situation.

### d) (Suspected) Case of illness after the camp

Participants and camp staff with symptoms showing up after the camp, stay at home or isolate themselves. They get in touch with their family doctor and follow the instructions given. All participants, camp leaders, teachers, kitchen staff and any visitors are promptly informed in case of a positive test result. The cantonal crisis department will be informed as soon as people are tested.

## 2 Keep the distance

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Camp participants (children and teenagers) do not have to adhere to any distance rules. The distance rules (minimum distance of 2 meters) apply to the camp staff (including teachers, kitchen, etc.). During activities with children and adolescents it cannot always be ensured that distance rules among participants and camp staff are observed. Therefore:

- Body contact is allowed during the program's activities (e.g. a game) between camp leaders and between leaders and children, but if possible it is reduced to a minimum.
- During the free time (e.g. in the lounge in the evening, etc.) the distance between camp leaders and between camp leaders and children must be observed whenever possible.

### a) Arrival and Departure

The use of individual means of transport (bicycle, private transport, arrival on foot, etc.) is to be used whenever possible. When traveling by public transport, a group reservation is made. Any recommendations made by the transport company at the time of travel are to be taken into account. The published rules of conduct for public transport are to be observed.

#### **Information about the accompanied trainride service:**

We ask all participants to wear a hygiene mask while traveling by train. Attention is paid to the correct way of wearing them (with mouth, nose and chin covered).

### b) Sleeping arrangements

When staying overnight, the distance between the camp staff (and the different groups) is maintained. Specifically, this means:

- The sleeping area of the camp leaders is redesigned and / or organized in such a way that there is enough space between the individual people to maintain the minimum distance.
- Children may only enter the bedroom in which they sleep themselves.
- If the distance rules cannot be observed, the camp staff sleeps in stable small groups.
- Camp materials and personal items are used and kept in compliance with the hygiene regulations.

### c) Meals

The distance between camp staff (and the various groups) is also maintained when taking meals. Specifically, this means:

- The participants and camp leaders do not eat at the same table. The camp leaders keep the minimum safety distance between themselves.
- Personal cups or water bottles are used for the drinks.
- The food distribution is prepared based on the table groups. Participants are called table after table to collect their meal.
- If possible, the participants do not enter the kitchen.
- If the distance rules cannot be adhered to, managers eat in stable small groups.

When eating and sleeping, the requirements of the landlord are observed.

## 3 Compliance with the hygiene rules

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Sanitary regulations and rules for the cleaning of the rooms are set up and communicated clearly to the camp staff as well as the participants.

### a) Wash your hands thoroughly – before and after each activity

Participants wash their hands before and after each activity. Specifically, this means:

- Before and after class
- Before and after eating
- Before and after the activity (workshops, excursions)
- Before and after using the toilet

You can also wash your hands with water and soap or disinfectant at any time during an activity. This applies to indoor and outdoor activities.

### b) Sanitary materials

In addition to water, soap and disinfectants, protective masks are available in the storage pharmacy. These are used, for example, when traveling by public transport or when isolating a person with symptoms.

**Nevertheless, the children are asked to bring their own protective mask (preferably a reusable mask) to keep consumption and waste as low as possible.**

### **c) Toilets**

When using the toilets, it is possible to wash hands before and after using the toilet. This also applies to outdoor activities, where water cans and soap or disinfectants are available for hand sanitation.

### **d) Cleaning arrangements**

The toilets, bathrooms and the kitchen are cleaned thoroughly several times a day. Frequently touched items such as tables, storage surfaces, door handles, faucets, light switches are regularly cleaned or disinfected depending on their use. Rooms are regularly ventilated (at least four times a day for 10 minutes).

### **e) Catering/Kitchen**

Hygiene is particularly important in the camp kitchen. The kitchen is not a common space and it is only used for cooking or washing up. It should be noted that neither food from another plate nor (used) cutlery or glasses are shared. There is no self-service food available for the participants. When shopping, the sanitary measures and the distancing rules must be followed. The members of the cooking team adhere to keeping the distance when working in the kitchen. If this is not possible, they wear protective masks. Tables must be cleaned regularly (after each use) using necessary cleaning supplies.

### **f) Materials**

The caregivers give priority to activities for which as little material as possible is required.

- Avoid passing on materials between different people.
- Handing over materials between camp leaders should be avoided as much as possible; in any case, the material must be disinfected beforehand.
- Increased attention is paid to the cleaning and storage of the material.
- Frequently used materials are disinfected at least once a day.

### **g) Compliance with the camphouse regulations**

Group houses have their own protection concepts. These are also checked before the camp begins and the specifications are observed. The landlord can provide further information.

## **4 Contact details and maximum number of participants**

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A maximum of 60 people take part in Liddes (Camp St.Bernard), 125 people in Schwarzsee (all three camps) and 70 people in Estavayer, including camp staff.

In order to be able to track the infection chain in the event of an infection, a list is kept of the participants and camp staff present. This list must be presented at the request of the cantonal health authority.

## 5 Permanent group

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A camp basically consists of a fixed group. In the case of a corona infection, subgroups facilitate the tracking of infections and reduce the number of possible quarantine cases.

### a) Permanent subgroups in big camps

In big camps (100 persons or more), sub-groups will be defined at the beginning of the camp. These sub-groups will carry out activities and meals together for the entire duration of the camp and will not mix with other sub-groups (e.g. room/tent, dining room).

### b) Excursions to public places

The majority of the camp program takes place on the camp grounds and in nature. For activities in public areas, it is important to ensure that there is a distance to other groups of people. Activities in highly frequented public places should be avoided if possible. In addition, public transport should be avoided during the camp.

In the event of a chance encounter between two groups, the rules of distance must be observed and staying in the same place must be avoided.

### c) Visiting the camp

External visits are minimized as far as possible. A list of all persons present is available.

## 6 Responsibility for the on-site implementation of the Health & Safety Protocol

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The responsibility for the on-site implementation of the Health & Safety Protocol lies with friLingue GmbH. A person is appointed for this purpose (e.g. the camp leader). This person is supported by an assistant if possible.

They are involved in the following tasks:

- Discussion of the protection concept and its implementation in the camp team
- General information for parents on the implementation of the protection concept
- Checking the list of participants and camp staff (including any visitors)
- Consultation with the camphouse owners and management

The camp leaders are responsible for the implementation of the Health & Safety Protocol and the compliance with the sanitary measures during the camp period.

- Planning and implementation of activities in compliance with the sanitary measures.
- Age-appropriate communication to the participants about the implementation of the sanitary measures.
- Ensuring that hands can be washed outdoors, organising water and soap and monitoring implementation before/after each activity.

We as friLingue GmbH bear a social responsibility. All employees have a high degree of personal responsibility for the implementation of the Health & Safety Protocol.

## 7 Suspected case of COVID-19 - Scenario

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### a) Possible Symptoms

These symptoms occur frequently when infected with COVID-19:

- Fever
- Sore throat
- Cough (mostly dry)
- Shortness of breath
- Muscle aches
- Sudden loss of the sense of smell and/or taste

Rare:

- Conjunctivitis
- Headache
- Gastrointestinal symptoms
- Sniffles

### b) (Suspected) Case of COVID-19 in the Camp

Should symptoms of illness be detected in a participant or camp leader during the camp:

- The person must immediately wear a hygiene mask and be isolated.
- If the person is a participant, a single teacher (not the main camp leader) will take care of the isolated child. The child wears a mask until the parents or legal guardians come to collect him/her. The camp staff is also isolated from the group until the child is picked up.
- In case of a suspected case of COVID-19, the friLingue office and management will be informed immediately. They support the camp management and decide on the further procedure.
- After mutual agreement with the office and the general management, the emergency contact of the child under care or of the camp leader is informed immediately.
- They must contact the family doctor directly to arrange a prompt appointment for the testing.
- The parents or legal guardians must pick up the participant immediately. If a camp leader falls ill, it will be decided together whether he/she must be picked up by his/her emergency contact or whether he/she can manage the journey home by him/herself in accordance with the protection guidelines.
- friLingue will provide the necessary masks for the journey home for all participants.
- At home, the FOPH's instructions on isolation must be followed and the test carried out by the family doctor as soon as possible.
- Further communication and information to all those involved in the camp is ensured by friLingue.
- If the test result is positive, the cantonal doctor will decide which contact persons of an infected person have to be quarantined.

### c) (Suspected) Case of illness after the camp

Participants and camp leaders with symptoms of illness after the camp stay at home or go into isolation. They call their family doctor and follow their instructions. In the event of a positive test result, friLingue will provide the list of participants and camp leaders present to the responsible authorities upon request.