



## Communicable Disease Response: Template for Off-Campus Youth Activities

### Step 1: Communicate everyday preventive actions to stop the spread of germs as part of your program materials or orientation.

Clearly communicate expectations to staff, youth participants, and parents/guardians.

Sample expectations may include:

- Wash your hands often with soap and water.
  - Always wash your hands after using the restroom.
  - If soap and water are not available, use hand sanitizer.
- Avoid touching your eyes, nose, and mouth. Germs spread this way.
  - Clean your hands prior to eating.
  - Clean your hands after touching objects such as doorknobs or shared computer keyboards.
- Do not share personal items (e.g., water bottles, wind instruments) with others.
- Cover coughs and sneezes.
  - Cover your nose and mouth with a tissue when you cough or sneeze.
  - Throw the tissue in the trash after you use it.
  - Wash your hands after blowing your nose, coughing, or sneezing.
- Avoid close contact with people who are exhibiting symptoms.
- If you are ill, limit contact with others as much as possible to keep from infecting them.
  - Stay home whenever possible.
  - If you are attending a Youth Activity when you start to feel ill, let the youth program staff or other adult that know you do not feel well.

Consider printing and posting flyers developed by the Centers for Disease Control and Prevention to remind participants to engage in healthy habits,

<https://www.cdc.gov/flu/prevent/actions-prevent-flu.htm>.

Flyers are available in multiple languages.

Sources: CDC Early Care and Education Portal, <https://www.cdc.gov/earlycare/infectious-diseases/index.html>; CDC Common Colds: Protect Yourself and Others, <https://www.cdc.gov/features/rhinoviruses/index.html>; CDC Coughing and Sneezing, [https://www.cdc.gov/healthywater/hygiene/etiquette/coughing\\_sneezing.html](https://www.cdc.gov/healthywater/hygiene/etiquette/coughing_sneezing.html), CDC Healthy Habits to Protect Against Flu, <https://www.cdc.gov/flu/prevent/actions-prevent-flu.htm>.

### Step 2: Ensure supplies are on hand to prevent spread of germs throughout the duration of the Youth Activity.

Examples of supplies include:

- Hand sanitizer
- Sanitizing spray or wipes for surfaces
- Tissues
- Face masks for people who request them

- Rubber gloves for staff working with soiled or contaminated items.

Check with your school/college/division about availability of personal protective equipment and other supplies or work with your school/college/division to purchase appropriate supplies.

### **Step 3: Educate designated staff to be aware of signs and symptoms of concern.**

Signs and symptoms common to communicable diseases include:

- Runny nose (not caused by allergies)
- Nausea
- Fever
- Diarrhea
- Vomiting
- Unexplained fatigue, weakness, or muscle aches
- Coughing (not caused by allergies)
- Red rash

Sources: CDC Flu Symptoms and Complications, <https://www.cdc.gov/flu/symptoms/symptoms.htm>; Mayo Clinic Infectious Diseases, <https://www.mayoclinic.org/diseases-conditions/infectious-diseases/symptoms-causes/syc-20351173>; Medical News Today, <https://www.medicalnewstoday.com/articles/communicable-diseases>.

### **Step 4: Establish processes for responding to symptoms of communicable diseases.**

Develop procedures for staff who are responsible for responding to participants exhibiting signs of illness. Sample guidelines may include:

- Designate staff members who are responsible for assisting youth who feel ill.
- When youth exhibit signs of illness or raise concerns about how they are feeling, designated staff should ask them to describe how they feel.
- If a youth participating in a day program or activity is demonstrating symptoms of a communicable disease (see Step 3) or does not feel well enough to participate in the activity:
  - Contact parent/guardian to pick-up youth
  - Limit potential for infecting other people by asking the youth to wear a mask while waiting for pick-up
  - Try to keep youth six (6) or more feet apart from other participants
    - Distancing precautions should not preclude staff from appropriately tending to the youth's physical or emotional needs
  - Wipe down equipment (e.g., computer keyboards) that the youth may have been using
- If a youth participating in an overnight camp is demonstrating symptoms of a communicable disease (see Step 3) or does not feel well enough to continue with the activity:
  - Take the youth to the camp health supervisor (ATCP 78.19(5)).
  - The camp health supervisor will determine if the youth should:
    - remain with the camp health supervisor to be monitored,
    - be picked up by parents/guardians, or
    - return to the program.

- Youth with symptoms of a communicable disease must not share a sleeping room or cabin with other youth while waiting for pick-up.
- In urgent situations, youth can be transported to medical care by ambulance, fleet car, cab, or staff personal car (if necessary).

### **Step 5: Set clear expectations regarding continued program participation if signs of communicable disease are identified.**

#### **Expectations for Youth:**

- Anyone feeling ill must report symptoms to staff.
- Youth must cooperate with staff if it is determined that their symptoms need to be evaluated by a camp health supervisor or an early pick-up is required.

#### **Expectations for Parents:**

- Youth attending day programs or activities must be picked up within three (3) hours or at the end of the program day, whichever comes first, when exhibiting symptoms of communicable diseases.
- Youth attending overnight camps must be picked up within twenty-four (24) hours when exhibiting symptoms associated with communicable diseases.
- Youth must be symptom free for a minimum of twenty-four (24) hours before returning to the program or longer if advised by a physician.