



## **Watershed Academy for High School Students Academy Policies 2023**

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**Policies are subject to change.**

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## **COVID-19 Specific Policies**

### **VACCINES, MASKING, SOCIAL DISTANCING**

#### Vaccinations

- All staff and volunteers of The Watershed Institute will be fully vaccinated.
- All students should be fully vaccinated.

#### General

- Students and Staff will be expected to have a mask with them and readily available at all times.
- Masks will be required indoors when community levels of transmission are high.
- Eating will take place outdoors.

### **ATTENDANCE RESTRICTIONS**

#### Symptoms

- If students experience any COVID-19 symptoms, they should stay home and test. They can return if symptoms go away, or they test negative.

#### Positive Test

- If students test positive for COVID-19 they cannot attend for 5 days from the date of the positive test.
- After those 5 days, they may attend, but must wear a high-quality face mask at all times for the next 5 days (or 10 days from the date of the positive test).

#### Known exposure

- If students are known to have been exposed to someone who has tested positive for COVID-19, they should test a few times over the first 5 days.
- They should be on the lookout for any symptoms for the following 5 days as well.
- They can attend if no symptoms appear, they test negative, and wear a high-quality face mask at all times for 10 days from the date of exposure.

## **Basic Information**

### **CONTACT**

Business Hours: Monday through Friday, 8:00 a.m. – 4:30 p.m.

Academy Director: Pat Heaney, 609-737-3735, ext. 11

- Please leave a message. We check and return calls/emails regularly.

### **HOURS**

Academy Hours: 9 a.m. to 4 p.m.

Check-In: 8:50-9:00 a.m.

Check-out: 3:50-4:10 p.m.

## CHECK-IN AND CHECK-OUT PROCEDURE

### Check-in:

- Students will check themselves in at the front desk of the Watershed Center.

### Check-out:

- Students will walk out to the parking lot to meet their driver

Busing: We will have limited busing from some areas of Trenton. Details will be provided.

## ABSENCE, LATE ARRIVAL, AND EARLY PICK-UP

Our activities occur across the Watershed Reserve, which extends more than 950 acres. This makes it difficult to accommodate late drop-offs or early pick-ups. Please plan for your student to spend the entire day with us.

Absence: Please notify us of any absences by 9:00 am.

## DRESS CODE

The purpose of the Watershed Institute dress code is to help maintain safety, wellness, and comfort for students during active outdoor days.

- Expect clothing to get dirty and stained.
- Clothing should be appropriate for outdoor activities and provide sun coverage.
- Shirts should cover enough of the torso and shoulders to provide adequate protection from the sun. Tube tops, halter tops, and some tank tops do not provide this protection.
- Pants and shorts should adequately protect from the outdoors (ticks, thorns, etc.), excessively ripped pants or very short shorts do not provide adequate protection.
- Clothing should not display inappropriate subjects such as profanity, adult and/or illegal substances, sexual content, and/or violence.
- All footwear must be camp-appropriate: closed toes, hard soles, and heel straps. Most Crocs and water shoes do not provide adequate protection.
- Students will receive an Academy tee-shirt on their first day and should wear it on field trips.

Suggested for everyday: sneakers, hiking boots, or camp-appropriate sandals.

Suggested for water activities: old sneakers or closed toe water sandals. Students may bring waterproof boots if available. We have some boots to loan.

# Health and Wellness

## ILLNESS POLICY

If your student becomes ill during the camp day, you will be notified immediately to pick them up. We are not equipped with an infirmary, nor do we have a nurse on staff.

If your student is experiencing one of the below symptoms they will not be permitted to attend the program until 24 hours have passed since symptoms were last present. If your student is experiencing 2 or more of the symptoms or ONE of the '\*' symptoms they will not be permitted to attend camp until 5 days have passed since symptoms were last present OR a negative COVID-19 test is provided.

- Temperature above 100.4 F\*
- Shortness of breath or difficulty breathing\*
- New loss of taste or smell\*
- Dry persistent cough\*
- Muscle or body aches
- Headache
- Fatigue
- Sore throat
- Congestion or runny nose
- Nausea or vomiting or diarrhea

If any of the above symptoms are caused by health conditions (seasonal allergies, asthma, etc.) please note them in the student's health profile. You may be asked to provide a doctor's note.

## FIRST AID

Each staff member is certified in Standard First Aid and CPR and always carries a first-aid kit.

## MEDICATIONS, EPI-PENS, EMERGENCY INHALERS

Medications: students are not permitted to carry any medications, with the exception of Epi-pens or rescue inhalers.

- All medications (prescription, over the counter, homeopathic, etc.) must be given to the Academy Director in its original packaging. The Director will keep all medications in a locked bag and administer them when appropriate. Prescription medications must have your student's name on the label.
- All students taking medications must also have a complete Medication Administration form on file for each medication.

Emergency Inhalers & Epi-pens: Please inform us of all food allergies or sensitivities, asthma, and environmental allergies that your student has, as well as their possible reactions.

- All students carrying an epi-pen or other epinephrine auto-injector must have a completed Food Allergy action plan on their CampDoc health profile.
- All students carrying an emergency inhaler must have a completed Asthma Action plan on their CampDoc health profile.

## ALLERGIES

We do not exclude food allergens from the program (peanuts, eggs, dairy, etc.). Because of this, we prohibit sharing food between students and take measures to prevent food contamination. Students are instructed to wash hands before and after meals to limit contamination.

## HAND-WASHING AND CLEANING

Hand-washing: Staff will instruct students to properly wash their hands with soap and water, and where possible, ensure that students wash their hands properly. Where soap and water is not available, students and staff will use an alcohol-based hand sanitizer.

Students and Staff will sanitize their hands:

- Before and after eating
- After using the restroom
- After coughing, sneezing, or blowing their nose

Cleaning Schedule: Each day staff will clean the indoor spaces and equipment focusing on high-touch surfaces (door handles, tables, etc.). We will have the building professionally cleaned twice a week.

## TICKS

Staff members will teach students how to identify and avoid natural hazards like ticks and poison ivy, and help students conduct regular tick checks throughout the day. We recommend that students also check themselves nightly, regardless of insect repellent use. Please refer to the Centers for Disease Control and Prevention (CDC) for further information and recommendations:

[https://www.cdc.gov/ticks/avoid/on\\_people.html](https://www.cdc.gov/ticks/avoid/on_people.html)

## PREPARING YOUR STUDENT

### PACKING LIST

Each student should bring all their gear packed in a backpack. Everything (especially water bottles) should be labeled with students' names.

- Water bottles: Students will carry water bottles with them at all times and refill throughout the day. Each student should have a large water container.
- Food: Bring lunch and at least two snacks that do not require refrigeration/reheating. You may choose to order box lunch in advance of the program. *Food sharing is prohibited.*
- Hat and/or sunglasses for sun protection.
- Rain gear (waterproof poncho or jacket); no umbrellas.
- Waterproof boots if you have them
- Small towel for drying feet after being in water. (Stream Science and Wetlands Academy)
- Plastic bags or dry bags for wet or dirty clothing and shoes.
- Rescue inhalers and Epi-pens.
- Sunscreen and insect repellent if needed.
- Laptop (optional)

### CELL PHONES

The Watershed Institute is not responsible for the damage or loss of any electronic devices. Phones must be kept silent and out of sight during the program. If a student's cell phone is an obvious distraction to the day, it will be confiscated and returned to them at the end of the day.