



## Conference and Event Services

### SUMMER 2021 CAMP/CONFERENCE GUIDELINES

#### General Guidance

- In consultation with University Legal Counsel, the COVID-19 Logistics Committee, and the Environmental Health & Safety Office (EHS), Conference & Event Services (CES) considers operations for summer conferences to be a manageable risk. Activities relating to these guidelines include events, conferences, residential camps, day camps, overnight programs (i.e., intern lodging), sports leagues, workshops, and other similar activities. Both on-campus and off-campus entities hosting such activities on campus for summer 2021 must:
  - Be aware of and follow applicable policies and guidance.
  - Ensure the client or organization hosting or contracted for the event is aware of and follows applicable policies and guidance.
  - Ensure attendees of the listed activities are aware of and follow applicable policies and guidance.
- Applicable policies and guidance include but are not limited to the following list: UNC COVID-19, Weld County Public Health, and the Colorado Department of Health and Environment. Any of these entities may change or otherwise update their policies at any given point in time.
  - <https://www.unco.edu/coronavirus/>
  - [https://www.weldgov.com/departments/health\\_and\\_environment/2019\\_novel\\_coronavirus](https://www.weldgov.com/departments/health_and_environment/2019_novel_coronavirus)
  - <https://covid19.colorado.gov/public-health-executive-orders>
  - <https://covid19.colorado.gov/guidance-by-sector>
- Additional legal language will be added to ALL summer activity contracts that allows UNC to cancel or terminate the camp/conference if UNC has information that the summer activity has knowingly not followed all UNC or public health requirements, or there is a COVID-19 outbreak, defined as:
  - two or more people who are confirmed cases of COVID-19 in a workplace/facility, with onset within 14 days, **or**
  - One confirmed and two or more probable cases of COVID-19 in a workplace/facility, with onset within 14 days

### Summer Camps/Conferences Expectations

- Any camp or conference host organization, whether community or campus based, wanting to host an activity on campus this summer is responsible for knowing and following the most current campus, county, and state guidance/policies.
- Individual camps/conferences should take special care to avoid intermingling with other camps/conferences on both a group and individual basis while on campus.
  - UNC CES will provide wristbands at check-in for color-coding of camps to help with group identification and to assist in the prevention of intermingling between camp/conference groups.
  - Host organizations must also use a cohort model within the camp itself to further mitigate risk of spreading illness. Suggested cohort size is 4 campers to help facilitate meal-time seating plans.
    - If possible, camps should employ their own method of internal cohort identification in addition to the wristbands provided by CES.
- Any UNC or UNC affiliated group wanting to host a camp/conference is strongly encouraged to include the following language, or similar language, in their agreements or contracts with clients/customers/attendees:
  - Client/customer/attendee agrees to support and follow the directives communicated by administrative leadership of the University of Northern Colorado with respect to the COVID-19 pandemic, including those from UNC, the City of Greeley, the County of Weld, and the State of Colorado. Due to the dynamic nature of the COVID-19 response, the agreements in this contract may be updated or adjusted based on COVID-19 related developments and public health needs, and associated costs with these measures may apply. Client/customer/attendee agrees and understands they are responsible for knowing and incorporating the current policies and protocols from campus, local, and state entities.
  - Client/customer/attendee agrees and understands that all COVID-19 policies, guidelines, and public health orders set by UNC, the City of Greeley, the County of Weld, and the State of Colorado will be reviewed and adhered to.

### Eligible Summer Activity Groups

- Adult oriented short-term housing (interns) guests, overnight camps/conferences, day camps, workshops, and sports leagues.
  - No restrictions on geographic origination.
  - *The camp/conference host organization will be responsible for implementation of all requirements and all expenses related to any quarantine and/or isolation situations.*
  - *Overnight attendees*
    - Must meet 1 of the 3 following criteria:
      - Proof of negative COVID-19 test conducted 72 – 96 hours prior to arrival on campus;
      - Proof of vaccination (I.e. received both shots if required);
      - Proof of a positive test no less than 10 days and no more than 90 days prior to arrival on campus.

- Youth oriented camps/conferences, day camps, workshops, and sports leagues.
  - Overnight attendees
    - Must meet 1 of the 3 following criteria:
      - Proof of negative COVID-19 test conducted 72 – 96 hours prior to arrival on campus;
      - Proof of vaccination (I.e. received both shots if required);
      - Proof of a positive test no less than 10 days and no more than 90 days prior to arrival on campus.
    - Camp staff may be non-Colorado residents, but it is highly preferred if they are Colorado residents and that the camp/conference host organization will be responsible for implementation of all requirements and all expenses related to any quarantine and/or isolation situations.
  - Daytime Only attendees
    - Includes campers attending an overnight camp/conference but staying somewhere off campus (i.e., local family member or hotel-type accommodation) or commuting daily from home.
    - No restrictions on geographic origin.
    - UNC will not provide Q/I housing or unscheduled meals to Daytime campers.

### Testing Strategies

- Arrival Testing
  - Day camps and non-overnight activities - Individuals attending one of these activities will NOT be required to provide UNC with a negative COVID-19 test prior to or upon arrival on campus.
  - Overnight summer activities must require their camp attendees to provide one of the following prior to campus arrival:
    - Proof of negative COVID-19 test conducted 72 – 96 hours prior to arrival on campus:
      - COVID-19 test should be conducted utilizing a molecular method, such as an RT-PCR test.
    - Proof of vaccination (i.e. received both shots if required);
    - Proof of a positive test no less than 10 days and no more than 90 days prior to arrival on campus.
      - COVID-19 test should be conducted utilizing a molecular method, such as an RT-PCR test.
    - Camp host will be responsible for ensuring this requirement is met and appropriate files are maintained and made available to UNC upon request.

- Surveillance Testing
  - Once on campus, UNC will NOT require nor provide surveillance testing.
- Diagnostic Testing for overnight attendees
  - If any of the following apply to an attendee, they should seek testing immediately at one of the many community resource locations, including the Mako Testing site on campus (if still available).
    - People who have symptoms consistent with COVID-19
    - People who have had close contact (within 6' of an infected person for a cumulative total of 15 minutes or more over a 24-hour period) with someone with confirmed COVID-19.
    - People who have taken part in activities that put them at higher risk for COVID-19 because they cannot socially distance as needed, such as with travel, attending large social or mass gatherings, or have been in crowded indoor settings.
    - People who have been asked or referred to get testing by their healthcare provider, local or state health department.
  - UNC does not directly offer diagnostic testing services but there is currently a testing location on site and several more in the local community. The arrangements for, and cost of any diagnostic testing is the responsibility of the attendee or camp organization and NOT UNC. Transportation to or from any diagnostic services is the responsibility of the camp or the attendee, not UNC.

#### Case Investigation and Contact Tracing

- UNC will NOT provide case investigation or contact tracing for individual camps. However, Weld County Public Health or other agencies may engage in case investigation and/or contact tracing as appropriate.
- The hosting organization will maintain a list of individuals who attended their summer activity or stayed on campus. This list will be maintained for at least 3 months following the end of the scheduled activity and will include the first name, last name, email address, and phone number of each individual that attended, worked at, or volunteered for a given camp. This list will be available to UNC upon request.

### Isolation for Overnight Activities

- Adult population (18+) (does not pertain to UNC summer students, athletes in the Bridge Program, nor campus personnel who may reside on campus and will follow UNC Housing guidelines for residents)
  - Adult conference attendees and/or participants in guest housing (intern housing) will be allowed to quarantine and/or isolate in their residence hall room if they have a private room with their own restroom.
    - If meals are to be delivered to a Q/I room, additional delivery fees may apply and will be the responsibility of the client/host organization.
    - Individuals in Q/I will follow ALL UNC guidelines regarding Isolation and/or Quarantine on campus. Any infractions may lead to immediate campus dismissal.
    - In all cases, the client/host organization is responsible for any additional lodging nights, meals, etc. associated with any extended stay of the attendee and/or the attendee's belongings in the room.
- Q/I for youth activities will only be provided for an 8-hour window and **will not be allowed to include an overnight stay**.
  - It is the camp's responsibility to develop a plan to provide isolation and quarantine as needed for their camp, **off-site**, if a minor cannot be picked up by a parent or legal guardian within the 8-hour window. It is highly recommended camps require parents/guardians to sign a document committing to be available for such situations.
- Take away meals will be provided, as appropriate, given the time of day.

### Dining and Housing Strategies

- Mealtimes and eating locations will be assigned for each summer activity and must be adhered to for each group.
  - Food service in campus dining centers will still be open for UNC Community members for dine-in activities as well as take away options.
  - Isolation Meals for Adults – Up to 3 individual meals per day will be available for adult attendees. If host organization cannot provide someone to pick up and deliver Q/I meals, UNC will deliver for a fee.
  - Isolation Meals for Minors – If within the 8-hour window allowed for minors, meals will need to be picked up and delivered by a designated member of the hosting organization. Given the 8-hour window restriction, there should be no more than 1-2 isolation meals per camper per instance.
  - Food purchased by campers (not part of a scheduled meal activity), whether off-campus or at retail dining locations on campus, is only allowed in the University Center and Campus Commons lobby areas or in their private residential rooms. If not eating in a private space or outdoors, individuals should maintain at least 6' from all other individuals outside of their cohort. Food is disallowed in classrooms.

- Linens
  - Linens will not be offered. All overnight attendees will bring their own sleeping materials (pillow, pillowcase, sheet and blanket) along with washcloth and towel.
- Residence Hall Style
  - All efforts will be made to avoid using housing options that include community restrooms. These residence halls will only be used as a last resort.
- Floor and Room Assignments
  - Efforts will be made to avoid housing multiple camps on the same floor of a residential building. Where offered, a separate hallway on the same floor may be utilized.
- Lounge/Community Spaces
  - Common spaces will remain open at Housing's discretion to discourage individuals gathering in private rooms. However, they will not be available for scheduled gatherings/programming as we will still encourage those activities to happen outdoors or in larger indoor event spaces.
- Room Visits
  - Overnight attendees are not allowed to enter private rooms other than their own assigned room. Attendees found to be entering rooms to which they are not assigned may be asked to leave campus.
  - Guests will be encouraged to engage in social activities outdoors or in small groups in appropriate indoor public spaces.

## APPENDIX A

### SUMMER COVID MITIGATION MEASURES

|                               |  |
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| <b>MASKS</b>                  | Required indoors; encouraged outdoors  |
| <b>DINING</b>                 | 100% capacity with 6' distancing between cohorts/households  |
| <b>OFFICES</b>                | 80% capacity   |
| <b>REC CENTER/GYMS</b>        | 100% capacity with 6' distancing between parties   |
| <b>INDOOR SEATED EVENTS</b>   | 100% capacity with 6' distancing between parties   |
| <b>INDOOR UNSEATED EVENTS</b> | 50% capacity, up to 175  |
| <b>OUTDOOR EVENTS</b>         | No capacity limit, however events planned for 500+ must submit plan to Weld PH via UNC EH&S        |
| <b>GROUP SPORTS/CAMPS</b>     | <b>Indoors:</b> 50 participants per court<br><b>Outdoors:</b> No limits on participants/spectators |
| <b>BANK OF COLORADO ARENA</b> | Approved for up to 500 individuals; 6' distancing between cohorts/households                       |