

## Systems for Communicating and Notifications

CazPAC will track and document incidents of possible exposure and notify local health officials, staff and families of any positive case of COVID-19 while maintaining confidentiality, as required under state and federal law related to privacy.

CazPAC is in communication with local authorities about all COVID-related developments, and maintains a comprehensive COVID-19 communications plan to provide clear and timely internal and external communication with the CazPAC organization, staff, campers, parents/guardians, and our greater community.

### Email Updates

Non-emergency updates will be included in regularly scheduled email notifications. Additional emails will be sent as needed.

### Website

CazPAC maintains a centralized collection of COVID-19 announcements and resources on its website at [www.cazadero.org/covid-19-information/](http://www.cazadero.org/covid-19-information/).

### Social Media

CazPAC will not post announcements regarding Covid on Facebook and Instagram, but will utilize social media communications for general camp information and announcements.

## Training and Instruction

CazPAC will take the following steps before reopening to ensure that staff, campers, and families are familiar with and ready to comply with the camp policies outlined in this handbook:

- Send all staff, campers, and families a copy of the Caz CSP and require that they agree to abide by it.
- Host mandatory Zoom COVID Safety training session for staff on June 2 at 7pm, allowing for Q&A.
- Host a Zoom orientation session for camper families on May 26 at 7pm, allowing for Q&A, and post a recording of the orientation on the CazPAC website.
- Ensure that Music instructors, Counselors and Support Staff reinforce the expectations throughout camp.
- Rotate counselors and staff to regularly supervise camp areas to remind staff and campers of expectations as needed.