



**FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY**

# **YMCA STORER CAMPS**

## **POLICIES & PROCEDURES SUMMER 2021**

**JANUARY 7, 2021**

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# **OVERNIGHT CAMP**

## **POLICIES & PROCEDURES**

# OVERNIGHT CAMP

## PRE CAMP COMMUNICATIONS

- Prior to Check-In, campers and parents/guardians will be invited to join a Zoom call with camp staff.
- During the call, camp staff will go over mail procedures, check-in day procedures and what to expect at YMCA Storer Camps this summer. (This may also be a video message ahead of time).
- Families will also be asked to only have one adult attend the check-in process.

## PRE CAMP HEALTH SCREENING

- Families will be asked to self-monitor and conduct the following pre-screening activities for 14 days before arrival to camp
  - Camper's temperature taken daily.
  - Self-screen for the presence of COVID-19 symptoms: fever of at least 99.0°F, dry cough, shortness of breath, diarrhea, fatigue, headache, muscle aches, nausea, loss of taste or smell, sore throat, vomiting, etc.
  - Inform Storer Camps if the camper has been in close contact with a person who has been diagnosed with, tested for, or quarantined as a result of COVID-19.
  - COVID-19 specific testing is not part of the screening process at this time.
- Campers who exhibit any one of these bullet points will be asked to stay home.
  - If your camper cannot attend camp, we can attempt to place them in a later session should their symptoms improve.
  - If you decide to not send your camper to YMCA Storer Camps in 2021, the \$150 registration deposit is non-refundable. Any payments made to your camper's balance above the \$150 registration deposit will be refunded.
- Families and campers will be asked to limit large group activities (especially indoors) prior to camp.
- Parents/guardians of campers with underlying medical conditions will consult their child's medical provider to assess their risk and determine if camp is an appropriate fit for their child this summer.

## PARKING FOR CHECK-IN AND CHECK-OUT

- YMCA Storer Camps staff will be welcoming camper families in the parking lot and directing campers and their one adult where to go for check-in.
- YMCA Storer Camps staff will be wearing masks and gloves or be using proper hand washing hygiene.

## CHECK-IN

- We ask that the adult with the campers wears a facial covering.
- Campers will be met by a staff member (in mask and gloves) on the sidewalk on the East entrance of Malachi Dining Hall. Campers and their guardian will have their temperature checked. If campers' temperature is over 99.0°F (per YMCA Storer Camps Policies and Procedures), staff will call a director to recheck. If, after the second check, their temperature is still over 99.0°F, the camper cannot stay at camp. If the adult/guardian has a temperature over 99.0°F, the camper will need to be checked in by a staff member and the guardian is asked to leave.
  - Campers will visit the health screening table outside to take temperatures and this temperature is logged. Additional COVID-19 screening questions will be asked at this time.
- Campers will proceed into the dining hall; Storer staff will check if the COVID-19 waiver has been signed. If not, parent/guardian will be asked to sign the waiver. When this is complete, campers will receive their cabin assignment and lice check. The guardian of the camper may drop any mail for them there and ask camp staff additional questions at this point.
- Medication will be handed in and recorded by the health officer in the dining hall and they will bring it to the health office(s).

## WALKING TO CABIN

- Campers will be walked to designated cabin areas by camp staff (wearing facial coverings).
- We ask that family members do not walk past Malachi Dining Hall.

## FACILITY CHANGES

- Increased hand sanitizer stations at activity areas (climbing tower, basketball courts, gaga courts, natural play area, archery and Keri's Cove)
- Hand sanitizer will be available in each sleeping area.
- Hand washing stations have been added to the exterior of the Malachi, North Barn and Frontier Lodge.
- Signage will be posted in high traffic areas to encourage distancing and the use of facial coverings where appropriate.

## SOCIAL DISTANCING

- Each cabin unit will get one table in Malachi that will be their assigned table for the week.
- Campers will be asked to space in their cabin bunks so that they are not placing their heads next to each other.
- Counselors will assign beds to use in that session.
- Campers will only be allowed on their own beds.
- Campers will only be allowed to enter their own cabin.

## BATHROOMS AND DRINKING FOUNTAINS

- Campers in lodges will be encouraged to use their cabin bathrooms.
- Counselors will sanitize Malachi or other determined common space bathrooms after their cabin use.
- Garbage can lids will be removed in all camp locations to prevent the need to push open to dispose of trash.
- Bathroom Procedures:
  - All bathrooms in camp are cleaned daily by our housekeeping staff. In addition, the Storer Staff will clean high use/touch areas multiple times each day.
  - Number of campers in the bathroom at one time will be limited.
  - Explorer Bathrooms: each Explorer cabin is assigned a restroom to be used exclusively overnight for bathrooms and showering. The bathrooms will be sanitized by leadership before the evening and after breakfast and can be used by anyone during the day.
  - Frontier Bathrooms: Bathrooms will be sanitized by a leadership staff before and after each meal.
  - Health Center Bathrooms: Will be used by cabins only when necessary. Will be sanitized between cabin use OR after every person in the case of a mixed group (i.e. during med pass).
  - North Barn & Ranch Port-A-Potty: Bathrooms will be sanitized before and after each use.
- Drinking fountains will only be used for filling water bottles or cups. Spigot will be unavailable.

## DAILY CABIN PROCEDURES

- Campers will sanitize their hands upon entering cabin.
- Campers and Staff are expected to shower, change clothes daily.

## SANITIZING

- Campers will wipe down their bed, handles (door knobs), sinks in their cabin areas daily.
- Restrooms will be cleaned and sanitized daily by our housekeeping staff.
- After each turnover, cabins will be sanitized.

## DINING HALL

- Every Cabin will be assigned their own table for the week.
- Meals times will be split to decrease the number of individuals in the dining hall at any given moment.
- There will be an emphasis on eating outside.
- Main dishes and sides will be distributed to the individual from the kitchen.
- One cabin at a time will come up to receive their food. Campers will keep a 6ft distance from each other when waiting in line.
- Milk and Juice will be presented in individual portions or dispensed by one designated staff.

## **STAFF TRAINING**

- Staff will be led by camp leadership team.
- Staff will be trained on the appropriate use of PPE as it relates to summer camp.
- Staff will be training on proper cleaning responsibilities for them and campers.
- Facial coverings will be worn by staff during any indoor training sessions.

## **VISITORS**

- Non-essential visitors to YMCA Storer Camps will not be permitted. This includes parents/guardians.
- Deliveries will be limited and will be made at Malachi Dining Hall or at the North Center Office.

## **WEARING MASKS**

- Families should provide campers clearly marked facial coverings with their name. It is recommended that campers have one facial covering for each day of camp.
- Masks will be worn at Check-In, when cabin groups are indoors for an extended period of time or if identified in a health screening that they are not feeling well.
- Counselors will follow the same guidelines with few exceptions.
- Staff that interact with multiple groups will be required to wear masks.

## **CHECK-OUT**

- Campers will be checked out via a Drive-Thru at Malachi Dining Hall.
- Staff (in mask and gloves) will retrieve the camper from their designed area and bring them to their parent/guardian.
- Malachi restrooms will be accessible using the side door by the east entrance. Parents/Guardians will need to have a facial covering to enter Malachi. A staff will be assigned to sanitize bathrooms during check-out.
- Trading Post will not be open during check-out, but Trading Post items will be available at a designated table located outside.



# **HEALTH CENTER**

## **POLICIES & PROCEDURES**



# Health Center

## ONGOING HEALTH SCREENINGS

- Health screenings will be conducted twice daily – before breakfast and before dinner – and will consist of a temperature and COVID-19 symptoms check.
- Staff will wear masks during screening.
- Individuals will be given a face mask & follow Suspected COVID-19 Case procedures if:
  - If a camper or staff presents with a fever of at least 99.0° or primary symptoms of COVID-19: dry cough, shortness of breath or difficulty breathing they will be treated as a suspected case (see below).
  - Additional symptoms associated with COVID-19 will be monitored on a case-by-case basis.

## SUSPECTED AND POSITIVE COVID-19 CASES

If a staff or camper is identified as having a potential or confirmed case of COVID-19, the individual will don a face covering and isolate in a location identified in camp's Communicable Disease Plan. (CDP)

- Determine if a camper or staff warrants immediate clinical evaluation due to symptoms including but not limited to: trouble breathing, persistent pain or pressure in the chest, confused mental state, inability to wake or stay awake, bluish lips or face (per the Centers for Disease Control & Prevention). If yes, CALL 911.
- If the camper does not require immediate clinical evaluation, individual will be isolated; parents/guardians will be called to make transportation home arrangements.
- If the staff member does not require immediate clinical evaluation, isolate the individual and arrange for the staff member to be tested for COVID-19.
- Make arrangements to have the person's belongings moved.
- Person's sleeping area and lodging unit will be sanitized thoroughly.
- Notify appropriate State and local health officials.
- Staff will develop a list of individuals the camper/staff has been in contact with.
- Families of all campers currently attending will be notified if there is a suspected and/or positive COVID-19 case on Storer Camps properties.

## CARE FOR SUSPECTED OR POSITIVE COVID-19 CASES FOR STAFF

- Determine if staff can return home for care.
- If not able to return home:
  - Follow CDC Interim Guidance for Implementing Home Care of People Not Requiring Hospitalization for Coronavirus Disease 2019 (COVID-19): <https://www.cdc.gov/coronavirus/2019-ncov/hcp/guidance-home-care.html>
  - Health staff will wear an N95 respirator or face covering, a face shield or other eye protection, disposable gloves, and a disposable gown (if conducting aerosol generating procedures) while working with individuals who have a suspected case of COVID-19.

## RETURN TO CAMP/WORK

Individuals who were exposed to or tested positive for COVID-19 must follow guidance from their doctor and local health department. CDC guidelines include:

- Persons known to have been exposed to an individual with a positive COVID-19 diagnosis should quarantine for 14 days after exposure based on the time it takes to develop illness if infected.
- Campers sent home due to suspected COVID-19 symptoms can return to camp under the following conditions:
  - Temperature below 99.0° for at least 72 hours without the use of fever-reducing medications.
  - Improvement in respiratory symptoms (e.g., cough, shortness of breath), and
  - Negative results of an FDA Emergency Use Authorized COVID-19 molecular assay for detection of SARS-CoV-2 RNA from at least two consecutive respiratory specimens collected at least 24 hours apart, for a total of TWO negative specimens.
- Staff isolating due to suspected COVID-19 symptoms or who test positive for COVID-19 can return to work under the following conditions:
  - Temperature below 99.0° for at least 72 hours without the use of fever-reducing medications and
  - Improvement in respiratory symptoms (e.g., cough, shortness of breath), and
  - Negative results of an FDA Emergency Use Authorized COVID-19 molecular assay for detection of SARS-CoV-2 RNA from at least two consecutive respiratory specimens collected at least 24 hours apart, for a total of TWO negative specimens.

## EMERGENCIES

- Staff will continue to follow protocols per their CPR training (ASHI, Red Cross, etc.) including using breathing barriers (CPR mask, BVM) during CPR and rescue breathing.
- If uncomfortable or a breathing barrier is unavailable, staff will provide compression-only CPR until EMS arrives.

## FIRST AID

- The Health Center will operate a mobile first aid golf cart with health staff wearing gloves and masks.
  - Items (i.e. tweezers) will be sanitized between uses.
- Campers will only enter the Health Center when absolutely necessary with one buddy while their counselor and their cabin social distances outside.
- If a camper requires a stay in the health center for a prolonged period of time for non-COVID-19 related symptoms (i.e. migraine, pink eye, lice), they will rest in the bunk room of the Health Center until they are picked up or able to return to activities.
- If a camper has symptoms of COVID-19, see Suspected COVID-19 Case procedures.
- If a camper needs to go to urgent care for non-COVID-19 symptoms (i.e. potentially broken wrist, wound that needs stitches), staff and campers will wear disposable gloves & masks in the vehicle and will sit in the same seats to and from urgent care. The vehicle will be sanitized after use.

## MEDICATION ADMINISTRATION

### Camper Medications:

- Medications will continue to be stored and locked in the health center.
  - Campers will line up outside 6 ft apart and will receive their medication through the health center window.
  - The rest of the cabin will wait on the field (staying clear of the Health Center door and keeping at least 6 ft away from other cabin groups)
  - Staff will wear face coverings and sanitize hands with 60% alcohol based sanitizer between individuals.

## BORROWED ITEMS & LOST AND FOUND

- Borrowed items will be selected and handed to campers by a staff member wearing gloves. As soon as an item is given to a camper, it will be washed (i.e. clothing) or sanitized (i.e. flashlights, shoes) before being put back into circulation.
- Lost and Found items of importance (i.e. sleeping bags, backpacks, etc.) will be held for 1 week after the end of a session after which it will be donated or thrown away.
  - Items such as art projects, undergarments, socks, towels, etc. will be thrown away immediately at the end of a session.

## LAUNDRY

- In general, staff should avoid handling campers' belongings. If handling of campers' belongings is needed, gloves should be worn. If gloves are unavailable, staff should perform hand hygiene immediately before and after handling campers' belongings. Face coverings or safety glasses are also recommended when doing laundry.



# **ACTIVITY AREAS**

## **POLICIES & PROCEDURES**

# ACTIVITY AREAS

**Note:** Each activity, gathering place and cabin will have a daily checklist posted of what needs to be cleaned and when. When all has been physically checked off, the staff member will initial with date and time.

## HORSE BARN (NORTH & RANCH)

- Campers will wash hands at hand washing station prior to entering barn.
- Campers will wear long pants and closed-toe shoes.
- Staff with gloves will helmet each child.
- Campers will observe pre-riding instructions, sitting at least 6 feet apart.
- No more than 7 campers in an arena.
- Due to the nature of horseback riding, campers should never be closer than 6 feet to each other while riding.
- After each ride, helmets will be sanitized.
- After each ride, reins and saddles will be wiped down with sanitizer.
- Campers will wash hands immediately upon leaving the barn.
- End-of-the-day cleaning procedures will include disinfecting all commonly touched surfaces (i.e. door handles), horsemanship equipment (i.e. manure forks, brushes) and tack (i.e. halters, bridles, lead ropes).
- WE WILL NOT BE OFFERING HORSE LESSONS - BOTH 1 AND 2 HOUR - TO PREVENT TH MIXING OF CABIN GROUPS. Campers will have an opportunity to ride during the week with their cabin.

## KAYAKING/PADDLING

- Keri's Cove will be equipped with its own checklist of step-by-step cleaning instructions to be checked off by staff. Gloves will be provided for staff disinfecting equipment.
- 'USED' equipment will be separated into a separate area for cleaning in between uses. Personal Flotation Devices (PFDs) will be disinfected and dried for 10 minutes before moved to the 'CLEAN' area.
- Paddles will be separated into 'USED' and 'CLEAN' bins. 'USED' paddles will be sanitized and dried for 10 minutes prior to reuse or movement to the 'CLEAN' bins
- Boats will be wiped down at the end of each activity time with sanitizer.
- Boating times will be staggered so that there are no activity times back-to-back giving staff time to thoroughly clean equipment.

## HAMMOCKS

- Campers will wash hands before using hammocks.
- Each camper can only use their assigned hammock.
- After a hammock is used, it will be washed with detergent and hung out to line dry before being used again.

## ARTS AND CRAFTS

- Campers will wash their hands in the Studio sink before starting any activities.
- Additional table and seating will be placed outside the Arts & Crafts area. Seating will be spaced out 6 feet apart.
- Staff will bring materials to campers in gloves; campers will not be allowed to grab their own supplies. Available supplies will be laid out in a designated area so campers can easily ask for supplies.
- Any tool used must be cleaned between use (example: scissors). Tools will be placed in the 'USED' bin and be transferred to the 'CLEAN' bin after sanitized.
- Tables, chairs and spaces will be wiped down between uses.

## TARGET SPORTS

- Campers will sanitize their hands upon arrival and exit.
- Campers will be spread out at the shooting range benches. Each target will only have one archer shooting at it per round.
- Each camper will be using assigned arrows through the entire activity session. At the end of each session, arrows will be placed in the 'USED' bucket and be sanitized.
- Camp staff will sanitize bows, arrows and pellet guns after use.
- Before equipment is put away for the day, camp staff will do additional sanitation, benches will be wiped down.

## CLIMBING TOWERS

- All participants will wash their hands before activity.
- All staff will sanitize their hands between each participant.
- After equipment is used, it will be placed in a 'USED' bin. The equipment will be sanitized and not used again until dry.
- Staff will single belay all participants (no team belay method).
- All participants wash their hands after the activity.
- Ropes will be sanitized with cleaner at the end of each day by camp staff.

## OUTDOOR COOKING

- Campers will wash hands before using any equipment.
- Each group will have their own unique meal prepped.
- All equipment used will be washed after the meal.
- Any items coming out of the kitchen will be handled by one staff member or a kitchen staff member to limit access.

## **SPORTS**

- All campers and staff will wash their hands before and after activity sessions.
- Basketball Court and Gaga Pits will have portable hand sanitizer stations.
- Campers will sanitize their hands after each activity.
- All sports will be conducted only between members of each cabin.
- Balls will be sanitized by camp staff after each use.

## **NATURE CENTER**

- Campers will wash hands prior to entering the Nature Center.
- Campers will sit 6 feet apart during instruction.
- Only 10 campers will be allowed in each section of the Nature Center at a time.
- Staff will place animals in viewing containers. Animals will be placed in both the lower room and upper room in order to keep ensure proper spacing.
- Weather permitting, animals will be brought outside to view.
- Campers will wash hands prior to leaving the Nature Center.

## **FISHING**

- Campers will sanitize their hands upon arrival.
- Staff will bait hooks (with gloves on).
- Campers will stand 6 feet apart on dock and shore.
- Staff will sanitize poles between uses.

## **AGILITY CENTER**

- Campers will sanitize hands before and after playing on equipment.
- Staff will wipe down swings, climbing equipment and playground tunnel at the end of the day.

## **SMALL ANIMAL LEARNING CENTER**

- Campers will wash hands prior to entering animal enclosures.
- Only staff will open and close animal gates.
- Campers will wash their hands after leaving.

## **COOK OUTS**

- **Camp will be utilizing numerous fire pits and outdoor grills to cook meals.**
- **Campers will clean and sanitize their hands prior to the meal.**
- **Cabins will have cook out options such as pie iron pizza, lasagna in a dutch oven, foil dinners, hot dogs (sausage), walking tacos and more.**
- **Staff will be wearing masks and gloves while they assist in making the meals.**
- **Each camper will have their own cooking utensils.**

## **SWIMMING**

- **Swim schedules will allow for smaller groups at the waterfront at any time.**
- **Cabins will utilize separate benches for placement of towels, shoes, clothes, etc.**
- **Water toys and any other commonly touched equipment will be sanitized between groups.**



# APPENDICES



## APPENDIX A: COVID-19 Cleaning/Operating and Program Procedures

ACTIVITY	PRODUCT	COLOR OF RAG
Cleaning/Disinfecting Toilet Seats	NABC	Red Microfiber
Cleaning/Disinfecting Sinks/Counters & Fixtures	HALT	Yellow Microfiber
Cleaning/Disinfecting Door Handles/Doors/Walls/ Rails	HALT	Yellow Microfiber
Cleaning/Disinfecting Light Switches	HALT	Yellow Microfiber
Cleaning/Disinfecting Bunks & Mattresses	HALT	Red Shoprag
Cleaning/Disinfecting Mirrors/Glass Windows		Blue Microfiber
Cleaning/Disinfecting Drinking Fountains & Spigots	HALT	Yellow Microfiber
Cleaning/Disinfecting Showers/Fixtures/Curtains/ Walls	HALT	Yellow Microfiber
Cleaning/Disinfecting Paper Towel Dispensers	HALT	Yellow Microfiber
Cleaning/Disinfecting Soap Dispensers	HALT	Yellow Microfiber
Cleaning/Disinfecting Hand Sanitizer Dispensers	HALT	Yellow Microfiber
Cleaning/Disinfecting Golf Carts & Vehicles	HALT	Yellow Microfiber
Cleaning/Disinfecting Bows & Arrows	Clorox Disinfecting Wipes or HALT	Wipes or Red Shoprags
Cleaning/Disinfecting Paddles/Oars/Boats	Clorox Disinfecting Wipes or HALT	Wipes or Red Shoprags
Cleaning/Disinfecting LifeJackets	HALT	Red Shoprag
Cleaning/Disinfecting Sport Balls	Clorox Disinfecting Wipes or HALT	Wipes or Red Shoprags
Cleaning/Disinfecting Arts & Craft Tables/Chairs/ Spaces	HALT	Red Shoprag
Cleaning/Disinfecting Fishing Poles	Clorox Disinfecting Wipes or HALT	Wipes or Red Shoprags
Cleaning/Disinfecting Agility Center Apparatus	HALT	Red Shoprag
Cleaning/Disinfecting Malachi Dining Tables		Disposable rag

## APPENDIX B: Family Camp Policies

### PRE-CAMP

- Family Camp families will be emailed a tentative schedule prior to camp so that they can see the changes to the program.
- Families will be invited to a Zoom call to discuss the changes to the program.
- Families will be sent a program statement waiver along with a COVID-19 specific waiver.

### CHECK-IN

- Families will check in at the North Center Entrance
- Staff wearing facial coverings and gloves or using proper hand hygiene will greet them at the entrance, give them their schedules and cabin assignments.
- Staff will ask COVID-19 Health Screening Questions and take temperatures of participants

### ACTIVITIES

- During lunch, we will give a brief orientation on how camp is going to run in 2021:
  - There will be no Kids Club; we ask that an adult with your group attends activities with the kids and that they are not unaccompanied
  - Activities will follow the policies laid out in the Policies & Procedures packet
  - We ask that families maintain a social distancing of at least 6ft from each other at all times. Some smaller family groups may be placed together in the dining hall.
  - Activities will run in an open format; however, staff will be managing a capacity at each activity and may ask a group to come back at another time if social distancing cannot be maintained.
  - Sign up activities (i.e. horseback riding, climbing tower) will be done digitally
- Some activities may not be available due to COVID-19 precautions.

### MEALS

- Each family will be assigned a table that is their table for the week
- Tables will be spread across the dining hall
- Meal service will transition to a served cafeteria style
- Staff will dismiss tables to get meals
- There will be an emphasis on eating outside
- Malchi Dining Hall will be closed in between meals to allow time for staff to sanitize the facility
- Staff will eat at separate tables from families.
- Families will be assigned doors to enter the dining hall

## **FACILITIES**

- Day Camp will be running out of “The Bob” area of Malachi Dining Hall
- We ask that families continue to social distance in the common rooms of lodges. The Doc Miller Learning Center will be open for families to use.
- Malachi Dining Hall will be closed between meals

## **HEALTH**

- Family Camp will follow all the health-related procedures (except “Medications”) laid out in the Policies & Procedures manual.
- This includes the “Check-In Health Screenings” and daily temperature checks

## **CHECK-OUT**

- We ask that all cabins and lodge units are moved out of on Friday by 4:00pm
- Check-out and final payments will be processed by Storer Staff stationed around Malachi from 1:30 - 2:30pm