



Ned Lamont  
Governor  
Susan Bysiewicz  
Lt. Governor

# STATE OF CONNECTICUT

## OFFICE OF EARLY CHILDHOOD



Beth Bye  
Commissioner

DATE: July 6, 2020 **REVISED November 3, 2020**

TO: Youth Camps

FROM: Debra L. Johnson, Director, Division of Licensing

RE: Coronavirus Memo #24 **REVISED**  
Inspections of Licensed Youth Camps

As you know there have been enhanced requirements placed on youth camps pursuant to executive orders issued by the Governor in order to limit the spread of the COVID-19 virus. These requirements are necessary to protect the health and safety of children and staff in these facilities. The purpose of this memo is to inform youth camps that are under the oversight of the OEC, that licensing staff will be taking additional protective measures during licensing visits and will be monitoring compliance with the enhanced requirements during inspections.

Licensing staff will wear a face covering for the entire visit and will be wearing gloves or will wash their hands or sanitize with alcohol-based hand sanitizer before the visit begins. Licensing staff will take all efforts to keep a six foot distance from others in the facility and minimize the length of the visit.

The enhanced requirements that will be the focus of the visit include the following:

- Health screening
- Group sizes
- Face masks or cloth coverings worn by staff and children
- Social distancing (e.g. groups of children are not coming within six feet of other groups, consistent staff, staggered lunches, staggered arrival and departure times)
- Regular hand washing by staff and children with soap and water for at least 20 seconds at key times
- All staff cover coughs and sneezes with tissues or the corner of the elbow and children are encouraged when appropriate to cover coughs and sneezes in the same manner
- Soiled tissues are disposed immediately after use
- Enhanced cleaning and disinfecting practices (e.g. between groups of children using common areas or equipment)
- Entry into program is limited
- Informed consent on file for all staff and parents
- Transportation (i.e. group size, masks and social distancing)

This list of enhanced requirements may be increased or relaxed over time due to the fluid nature of this pandemic and on site monitoring will change accordingly. Please visit the OEC website regularly to keep updated on the current requirements. We recognize the many challenges the COVID-19 pandemic presents for programs. We hope that our continued contact with providers is supportive so that programs may continue to provide critical services to children and families in a safe manner during this especially difficult time. Your ongoing cooperation is greatly appreciated.

Phone: (860) 500-4450 · Fax: (860) 326-0552  
450 Columbus Boulevard, Suite 302  
Hartford, Connecticut 06103  
[www.ct.gov/oec](http://www.ct.gov/oec)

*Affirmative Action/Equal Opportunity Employer*