

Pulham & Sons (Coaches) Ltd.

Covid-19 Safe Working Principles for Home to School Transport Services v.4

(This document and its guidance are subject to change)

This document sets out our safe working principles following advice and guidelines from government and professional sources in relation to the Home to School transport services we operate. **This policy has been amended with important changes for Home to School Transport since operations in July 2020.**

We want to ensure that, whilst the risk of catching Covid-19 is always present, the mitigation measures we are taking are properly risk assessed to reduce the risks associated with travelling on our vehicles. It is very important that we keep our staff and passengers safe. This document details the procedures which will apply from September 2020 until further notice.

Students must:

- Wear a face covering during their journey unless they are exempt
- Board promptly and in a sensible manner
- Follow social distancing rules where possible on the vehicle and at bus stops
- Remain seated, facing forward until the aisle is clear and must not queue in the aisle space
- Use hand sanitiser and/or practice good hand hygiene before and after boarding
- Follow instructions from their school about how to board in the afternoon

Parent and Guardians of students who are exempt from wearing a face covering should contact Pulhams Coaches prior to travel

Students must not:

- Remove their face covering during the journey
- Move seats between stops
- Eat or drink whilst on the coach
- Leave litter or personal belongings on the coach
- Put their bags on the seats
- Turn around to face their friends behind
- Travel if they have symptoms of Covid-19

These principles apply to students travelling on dedicated home to school transport **and** public bus services and form part of the Home to School Transport Student Code of Conduct.

Seating arrangements

- All seats are available for use
- Year group bubbles will be seated together. students must be cooperative and sit in the agreed year group space. Parents should speak to their children about compliance with this arrangement

- Where more than one school travels on the same vehicle we will separate each school bubble where possible
- In some circumstances, year groups may be required to sit in seats adjacent to each other
- Drivers must wear a face covering at all times, except when driving

Vehicles

All vehicles have been fully inspected in preparation for use alongside the following enhanced cleaning regimes:

- Sanitising high contact areas such as handrails, seatbelts, arm rests, bell pushes and ticket machines takes place after each use
- Vehicles thoroughly cleaned after use
- Fogging solution is used after thorough cleaning
- Any vehicles driven by a driver with symptoms are taken out of use, fully cleaned and sanitised

If you have any questions about this document, please contact:

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Terms & Conditions apply to school transport and can be found at www.pulhamscoaches.com