



# 2020 TRANSPORTATION PROTOCOLS

## PARENTS/GUARDIANS:

My signature below indicates that I have read, understood, agree and have discussed with my child, the terms and conditions, outlined below, for riding the school bus.

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## TRANSPORTATION OPERATING PRINCIPLES

To enhance the learning environment by transporting students safely and efficiently, and by keeping equipment safe, clean and in good condition.

We....

- provide quality services in a professional manner
- make health and safety our prime concern
- are conscientious, willing, responsible and reliable
- treat others with courtesy, respect, fairness, and equality
- accept accountability for our performance

**According to SD51 District Policy, school bus transportation may be provided free of charge to:**

- A primary (K-3) student residing more than 4.0 kilometers from his/her neighborhood catchment area school; or
- A student in grades 4-12 residing more than 4.8 kilometers from his/her neighborhood catchment area school.

Bus services are sometimes provided to students within the walk limits as a courtesy, providing there is available seating on the bus and time in the schedule. Courtesy riders may be denied bus transportation if there is overcrowding.

## Students' Responsibility:

- Stay at the edge of the road or on the sidewalk and remain still until the bus comes to a complete stop.
- Refrain from pushing, shoving, fighting or horseplay and show respect to others.
- Wear adequate clothing for the weather conditions.
- d) Students 10-years of age and older will be required to wear masks while on the bus. The first day disposable masks will be provided.***
- Follow the driver's directions the FIRST time they are given.
- Keep your hands, feet and objects to yourself and out of aisle and inside the windows.
- Loose items, such as backpacks, to be placed at your feet.
- No unsafe/large articles such as skateboards, unguarded skates, hockey sticks, skis, poles, snowboards etc. allowed on the bus.
- Stay in your seat unless directed to do otherwise.
- Talk quietly, using only appropriate language.
- No eating or drinking on the bus.
- Not bully or intimidate others.
- Not smoke, vape, take drugs or alcohol on the bus and/or at the bus stop.

## **Parents'/Guardians' Responsibility:**

- a) Conduct the COVID-19 self-assessment prior to sending your child to school.
- b) Ensure your child safely gets to the bus stop 5 minutes before departure.
- c) If your child requires adult supervision for bus drop off, please ensure you or your designate are there 5 minutes before.
- d) If the bus does not arrive within 15 minutes of the pickup time, students should return home or to a site designated by the parent.
- e) Students, age 10 and older, will receive two re-useable masks at beginning of school year and are required to wear them when on the bus. In emergent circumstances, students who have forgot will be provided a disposable mask. Should a student consistently forget their mask, then an incident report will be submitted.
- f) Parents/Guardians are to read, understand, agree and have discussed with their child, the terms and conditions of this agreement for riding the school bus.

## **Bus Cleaning:**

- Disinfect high touch points at least twice a day and full cleaning once per day
  - Disinfecting is done by spraying the disinfectant on all the high-touch surfaces.

## **Student Protection:**

- Students should wash their hands before and immediately after riding the bus.
- When loading the bus, the student must use the provided hand sanitizer prior to boarding the bus.
- Students from the same household or cohort (learning groups) should share seats whenever possible.
- Students, 10 years and older, are required to wear face masks while on the bus.
- When possible, buses will drive with the windows open and vent fans running for increased ventilation on the bus.
- High touch points are disinfected by driver in between each run.
- Entire bus is wiped down and cleaned with a disinfectant once per day.
- Must follow the loading and unloading procedure as directed by the bus driver to limit the passing of students on the bus.
- If you appear to have COVID-19 related symptoms while at the bus stop, you will not be allowed to ride the bus. If you start to show signs of COVID-19 related symptoms while on the bus you will be asked to wear a mask regardless of age.
- If the bus does not arrive within 15 minutes of the pick-up time, students should return home or to a site designated by the parent.
- Respect the bus driver and listen to what their instructions are in all situations.

## **Loading and Unloading:**

- Bus manifest checklist will be tracked daily and reported to the School Board Office, checklist process must be followed without fail to assist in contact tracing.
- Students, age 10 and older, may not board the bus without a face mask and must wear the mask until they have unloaded off the bus.
  - Students should have their own masks, however, some will be available on the bus if a student forgets. Should a student consistently forget their mask, an incident report will be submitted.
- One student at top of stairwell, before next student boards.

## Loading and Unloading(cont.)

- Students will be loaded by sections; rear to front, working their way forward, in order to reduce passing other students on bus.
- Unload from the front first, working their way backwards in order to reduce passing other students on the bus.

## Procedure around riding the bus and sickness:

- Any student who has symptoms of COVID-19 *OR* travelled outside Canada in the last 14 days *OR* was identified as a close contact of a confirmed case or outbreak *must stay home and self-isolate*.
  - Any student who has cold, influenza, or COVID-19-like symptoms should seek assessment by a health-care provider or call 811 and stay home.
  - Students may still attend school if a member of their household has cold, influenza, or COVID-19-like symptoms, provided the student is asymptomatic. It is expected the symptomatic household member is seeking assessment by a health-care provider.
  - Students who experience seasonal allergies or other COVID-19-like symptoms, which are related to an existing condition can continue to attend school when they are experiencing these symptoms as normal. If they experience any change in symptoms, they should seek assessment by a health-care provider.
- Students should be assessed daily by their parent/guardian for any signs or symptoms of influenza or COVID-19.
- If a child displays any signs or symptoms, *while at school*, they will not be permitted to return home on a school bus.
- If a child displays any signs or symptoms, *while at the bus stop*, the driver will not let them board the bus.
- If a child displays any signs or symptoms, *while riding the bus on the way to school*, the driver will contact the school to alert them of the situation prior to dropping the student off at the school. Staff will meet the student at the school ensuring proper isolation. The bus will be fully disinfected prior to making the next run.

## Contact Tracing & Student Tracking:

- To ensure student safety aligned with PHO recommendations, student ridership will be monitored and documented by the bus driver on a weekly basis to help with contact tracing if necessary.
- If students change their drop off or pick-up locations, they will need to fill out a registration/change form at the office of the school they attend. **Changes will take, at a minimum, 7 days to process.** Households will be notified when changes are approved as well as when they take effect. Students will not be allowed on the buses unless they are on the updated manifests.
- Due to COVID 19 we are unable to accommodate convenience requests for drop offs other than those associated with home drop off. Riders are only approved to ride buses they are registered on and to be dropped off at registered bus stops.

## Communication and Orientation

- We encourage parents to consider private vehicle use or alternative transportation (biking, walking, etc.) where possible to decrease transportation density.

“In reference to BC's Ministry of Health COVID-19 Public Health Guidance for K-12 School Settings, students are encouraged to use private vehicles or active transportation (walking/biking etc.) in getting to and from school. Space on the bus will be limited, please only use this service if you are unable to get your student to school as per BC Ministry of Health recommendations.”

- Buses will not provide rides within the walking circumference as per School Board policy unless room is available, and the bus stops are posted on the School District website.

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### REMEMBER:

This bus must transport students safely, so any action that may cause an unsafe condition will not be tolerated. Student behavior is a significant factor in bus safety. Codes of Student Conduct apply when riding school buses.

### CONSEQUENCES:

**Riding School District No. 51(Boundary) buses is a privilege, *not a right*.** Misbehavior will result in disciplinary steps and possible loss of bus riding privileges.

\*\*This form will be kept in the student's file and available at [www.sd51.bc.ca](http://www.sd51.bc.ca) for reference.\*\*

\_\_\_\_\_  
Student(1) name printed

\_\_\_\_\_  
Grade

\_\_\_\_\_  
School attending

\_\_\_\_\_  
Student(2) name printed

\_\_\_\_\_  
Grade

\_\_\_\_\_  
School attending

\_\_\_\_\_  
Student(3) name printed

\_\_\_\_\_  
Grade

\_\_\_\_\_  
School attending

\_\_\_\_\_  
Student(4) name printed

\_\_\_\_\_  
Grade

\_\_\_\_\_  
School attending

\_\_\_\_\_  
Parent/Guardian Name (Print )

\_\_\_\_\_  
Parent/Guardian Signature

Date: \_\_\_\_\_