

Home to School Transport Operator Loading Guidance for September 2020

Final guidance from the Department for Education (DfE) was issued on 11 August regarding School Transport for September, when all pupils and students are expected to return to school and college. There is no obligation for social distancing between pupils on “closed door” school contracts. Hampshire County Council (HCC) home to school transport will be arranged in accordance with that guidance and will apply the published system of controls. The following guidance clearly demonstrates the County Council’s expectations of its operators and drivers.

- Transport operators are required to undertake a risk assessment for each of their routes. Some guidance will follow shortly that may be of use to transport operators when undertaking this exercise.
- If your driver, or a member of their close family, is showing symptoms of COVID-19 they must not work. Published guidance for all can be accessed here: <https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance/stay-at-home-guidance-for-households-with-possible-coronavirus-covid-19-infection>
- Please use regular drivers where possible.
- Drivers are advised to wear a face covering at all times when inside the vehicle.
- Drivers should make allowances for passengers to be waiting over a wider distance than usual to allow for social distancing at pick up points. Drivers should also be tolerant of slower passenger boarding.
- If a driver is concerned about a lack of social distancing in queues at a pick-up point, or any other aspect of the arrangements please raise the concern directly with the operator management.
- Drivers will be required, where appropriate, to implement loading of children into year groups and display clear signage for this.
- Drivers may be asked to implement specific, pupil by pupil, seating plans on smaller vehicles. These plans will be specified by the Kabsky management.
- Whilst drivers are expected to guide/manage loading of vehicles they are not responsible for managing any issues where children will not sit in their allocated seat or specific section of the vehicle. Any concerns should be either raised to school staff on arrival at the school or with the Operator's Management.
- Drivers to continue to report any pupil behaviour incidents to HtSTthe management at the earliest opportunity.

- Enhanced cleaning of vehicles is required. Frequently touched surfaces should be cleaned after each journey wherever possible, and enhanced cleaning should take place at the end of each day. Vehicles must also be cleaned if undertaking double runs with different pupils. Further guidance is provided, <https://www.gov.uk/government/publications/coronavirus-covid-19-safer-transport-guidance-for-operators/coronavirus-covid-19-safer-transport-guidance-for-operators>.
- Transport operators are expected to provide hand sanitiser on board the vehicle for passengers to use upon boarding and disembarking the vehicle. Pupils may choose to use their own supply of hand sanitiser.
- Parents or school staff may board transport one at a time, if needed, to assist a young child with a seatbelt and will be expected to wear a face covering.
- No child should be left alone at a pick-up point. If a child travels that is not expected to then please advise the Kabsky management immediately after the journey. Where you have been advised that a child should not travel for a set period of time and yet the child attempts to board the transport, please do not allow them to board and instead contact the management who should in turn contact the parent to collect them from the stop. Only when the parent has arrived, or the Kabsky's management have confirmed that the child can walk home unattended, can the driver leave the stop.
- For children aged over 11 travelling on public transport, it is mandatory to wear a face covering, unless they are exempt from doing so on medical grounds. For children aged under 11 and accompanied on public transport by a parent/carer, it is mandatory for the parent/carer to wear a face covering, unless they are exempt from doing so on medical grounds, but not for the child. For children travelling on dedicated home to school transport, no matter what their age, then the advice is for them to wear a face covering where possible, but it is not mandatory.
- Transport operators should ensure good ventilation of fresh air in the vehicle, wherever possible, by keeping windows and roof lights open.
- Transport operators to provide a perspex barrier between the driver and passengers where at all possible.
- Schools may have implemented particular arrangements for dropping off, and collecting from, the school site. Be as flexible as possible when working with schools on these arrangements.

If you have any queries or concerns, please contact the Kabsky management team for advice or clarification.