

# Guidelines for Reopening School Transportation

Following Coronavirus (COVID-19) Closures



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As you consider your plans to re-open schools and welcome students back to the classroom, please follow these general guidelines to help ensure continued sanitization on school transportation/buses.

## **Additional Cleanings/Decontamination of School Buses**

Use a CDC-approved disinfectant when wiping down surfaces. Each school bus should be wiped down after each run, including the morning run, afternoon run and any special runs. Items to be wiped down include the entry handrail, the fronts and backs of seats and any hardware or accessories, windows, window handles and walls. In addition, wipe the exterior surfaces and hardware of the entry door as well as driver controls of the bus such as the steering wheel, mirrors, etc.

## **Hand Sanitizer Stations for School Bus Drivers and Students**

Install and maintain hand sanitizer stations in the bus entry. All bus occupants (students and driver) should be encouraged to utilize the hand sanitizer station upon entry to the school bus and again upon exiting the vehicle. For drivers, provide hand sanitization stations where they enter the building or bus barn. Train all drivers on proper hand sanitizer stations for themselves and their students.

## **Signage and Student Education**

Prominently post signage indicating the proper method to protect others when coughing or sneezing on the school bus. In addition, all students should be properly educated in these procedures utilizing CDC guidelines

## **Tissues**

Each school bus should have tissues available for students who cough or sneeze. In addition, a trash disposal station should be readily available. Students should be educated in proper disposal of used tissues. Dispose of tissues after each run as part of disinfecting the bus.



## Driver Training

All drivers should receive training on proper disinfecting procedures for the school bus. These procedures should follow CDC recommendations. This training should be properly documented similar to other district-provided training. The training should include the following at a minimum.

- Proper cleaning and disinfecting techniques.
- Proper use and disposal of Personal Protective Equipment (PPE).
- Safe product usage guidelines (chemical safety).
- Proper methods to empty and dispose of trash.

## Sick Student Procedures

Procedures should be developed by the school district and shared with all drivers on how to handle a student who appears ill. This procedure should address the following:

- Identifying a potentially ill student.
- Developing a potential isolation zone for the school bus when it arrives on campus.
- Isolation procedures for all students on the school bus. Such procedures should correspond to procedures developed for classrooms.

## Driver Isolation

All drivers, office staff and mechanics should be encouraged to keep a safe distance (six feet if possible) from each other in the break room. The driver should also consider establishing a buffer zone around him on the bus (i.e. no one sits in the front two rows if possible).

## Federal, State and Local Guidelines

In addition to the above items, it is very important that you follow any guidelines and recommendations outlined by local and state or federal officials.

We are continuing to monitor the evolving situation and recommend you follow guidelines issued by healthcare and government officials, like the Centers for Disease Control and Prevention (**CDC**) and the Occupational Safety and Health Administration (**OSHA**). The recommendations above are our interpretation of the latest guidelines.

For more helpful and up-to-date information regarding COVID-19, please visit our **[Pandemic Information Hub](#)**.

[www.ajg.com/pandemic](http://www.ajg.com/pandemic)

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