

EXCELLENCE IN PASSENGER TRANSPORT

TEL: 01376 320501 www.flagfinders.com

Getting Children to School:

The initial guidance from the Department for Education for the Full Opening of Schools from September has now been published.

Getting children to school from September is undoubtedly going to be a challenge for schools, parents and transport providers. However, working in partnership with schools and parents/careers we can make it work well.

More guidance will follow but we are working with the Local Education Authority and the individual schools to ensure we follow the guidance available to secure the safety of drivers and students when they travel on school transport.

Using our home to school transport:

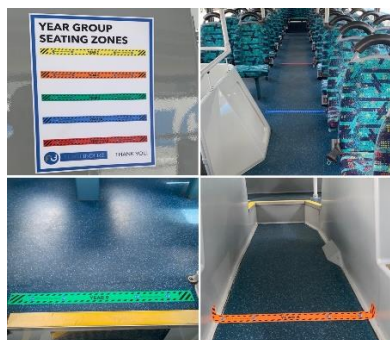
The guidance for 'Dedicated School Transport' does not require the social distancing in place as for public transport. This means that we will largely be running our normal service and vehicle capacity. We will liaise with the individual schools and may need to change timetables in line with their decisions.

School Routes:

All students are to sit in their year groups indicated by stickers displayed around the bus. Please sit within your year groups and respect other students/passengers at all times.

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|------------|----------------|----------------|---------------------|
| Downstairs | - Front Year 7 | Rear Year 8 | |
| Upstairs | - Front Year 9 | Middle Year 10 | Back Years 11/12/13 |

On Single-deckers the zoning guidelines are Years 7, 8, 9, 10, & 11 front to back. Again stickers will highlight the year group zoning.





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Service Routes:

716 Service Route - Lexden Road Schools: We ask that students from the same Schools/College sit together where possible on this service. Please load the upper deck first then the rear of the lower deck. The front of the lower deck is allocated to an adult seating zone. This will allow sufficient space for adults to remain socially distanced at the front of the bus. Please sit within your school groups and respect other students/passengers at all times.

223 Service Route - Hedingham School: Students should avoid the adult seating zone at the front of the bus on the lower deck as this will allow sufficient space for adults to remain socially distanced. All students are to sit in their year groups indicated by stickers displayed around the bus. Please sit within your year groups and respect other students/passengers at all times.

Boarding a Service:

It's important that you arrive at your bus stop 5 minutes before departure. Please wait and queue in an organised manner and where possible waiting in your year groups adhering to social distancing guidelines. When boarding the vehicle from your designated stop please board one passenger at a time and have your bus pass ready to show the driver. Please don't push and keep to your own space. Please sit within your year groups and respect other students at all times.

Disembarking a service:

Double Decker -Students from the bottom deck will depart first followed by the top deck starting front to back. **Please don't push, be patient and respectful to all students.**

Single Decker Coach/Bus - Please depart the vehicle front to back. **Please don't push, be patient and respectful to all students.**

Minibus – Please remain seated so that the driver can leave the service first and stand outside the vehicle. Once the driver has left the vehicle, please leave from the front to back.

Behaviour:

Responsible behaviour when travelling on school buses is of paramount importance in the current climate. It is imperative that all students observe the conduct expectations set out by Flagfinders, particularly regarding the seating areas assigned to specific year groups.

Incidents on school transport will be dealt with in liaison with the schools and Flagfinders and could include in a verbal reprimand, a letter to parents, a fixed term ban from school transport or a permanent ban from school transport.

We understand that students will be dubious about returning and using school transport again. All of us at Flagfinders will do our utmost to ensure that students feel safe.



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We ask for your help in:

- **Staying in your seats**
- Respect your space and those around you
- **Do not distract the driver and respect their personal space**
- Try to keep touch points down to a minimum.
- **Keep your bus pass safe and do not pass it or anything else to another pupil. Try to stay in control of your belongings and space.**
- No food or drink to be consumed on the vehicles

We know that you are entering a different environment to the one you remember but we cannot stress enough that these changes will only work if we all adhere to the new guidelines

Students who do not comply with the guidance will not be able to travel.

Grouping/seating children on the buses: As far as is logistically possible we will group children on the vehicles to reflect the year group bubbles in school, however on some journeys this may not be possible.

Year Group Bubble Key

7	8	9	10	11/12
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Face coverings:

Due to the increased number of Covid-19 cases, **Essex County Council** have updated their guidance on face masks/coverings. The LEA, Schools and Flagfinders would like to reiterate the message to both students and parents, **that students aged 11 or over must wear face coverings on transport to and from school.** The face covering needs to be in place as they board the vehicle and not be removed until they have completely left the vehicle. This is extremely important to ensure transport can remain in place at all schools and the risk of infection is minimised. Where students repeatedly fail to wear a covering and they are not medically [exempt from wearing a face covering](#) names will be taken and school informed so they can address this. Failure to comply may result in refusal of travel.

A face covering should:

- Cover your nose and mouth while allowing you to breathe comfortably
- Fit comfortably but securely against the side of the face
- Be secured to the head with ties or ear loops
- Be made of material that you find to be comfortable and breathable, such as cotton
- Ideally include at least two layers of fabric (the World Health Organisation recommends three depending on the fabric used)
- Unless disposable, it should be able to be washed with other items of laundry according to fabric washing instructions and dried without causing the face covering to be damaged



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When wearing a face covering you should:

- Wash your hands thoroughly with soap and water for 20 seconds or use hand sanitiser before putting a face covering on
- Avoid wearing on your neck or forehead
- Avoid touching the part of the face covering in contact with your mouth and nose, as it could be contaminated with the virus
- Change the face covering if it becomes damp or if you've touched it
- Avoid taking it off and putting it back on a lot in quick succession (for example, when leaving and entering shops on a high street)

When removing a face covering:

- Wash your hands thoroughly with soap and water for 20 seconds or use hand sanitiser before removing.
- Only handle the straps, ties or clips
- Do not give it to someone else to use

We thank you for taking the time to read this. Please can you reiterate to you child the importance of following these guidelines as it will protect us all going forward during these difficult times.

Hand Sanitiser:

We would request that children have their own hand sanitiser and use it before boarding and on disembarking. Hand Sanitiser will be available on the vehicles but waiting for each student to use it will present crowding issues that we want to avoid

Disinfecting/Sanitising the vehicles:

In accordance with current guidelines all our vehicles will be disinfected/sanitised using daily enhanced cleaning regimes. Any vehicle that is used on more than one route will be sanitised between journeys.

Food and drink on vehicles:

In order to minimise any risk we would request that food and drink are not consumed on our vehicles at any time.

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Anyone with symptoms in the household:

Please do not travel if you or anyone in your household is displaying symptoms of Covid-19.

We thank you for taking the time to read this and ask for your support in implementing the measures we are putting in place. With your help we will be able to provide a clean and safe environment for everyone.

Students who do not comply with the guidance will not be able to travel.

We will update you going forward regarding the position for your particular school once the information is available.



SCHOOL BUS RULES

Be Safe – Be Kind – Be Respectful

**Keep Calm
No Pushing**

**Keep to your
Year Group**

**Keep to your
Own Space**

**Keep to
The Rules**

**Keep
SAFE!!**

THANK YOU.