

August 31, 2020

COVID-19 Public Health School Bus Safety Plan Checklist

This checklist is intended to support the safe return to school and improve overall preparedness and management of COVID-19. It includes considerations for the development of policies and procedures, adherence to infection prevention and control practices, and appropriate response planning to ensure the health and safety of the school community.

This supplementary checklist resource is to be used in conjunction with Ministry of Education, Ministry of Health and Public Health directives, guidelines, and recommendations. For additional information refer to [Guide to reopening Ontario's schools](#), [Approach to reopening schools for the 2020-2021 school year](#) and [Northwestern Health Unit](#) website.



Northwestern
Health Unit

www.nwhu.on.ca

BUSSING TRANSPORTATION RECOMMENDATIONS

| 1.0 | GENERAL MEASURES | ✓ | NOTES |
|-----|---|--------------------------|-------|
| 1.1 | School bus drivers and parents/guardians of student riders are aware of adapted or new COVID-19 related protocols and enhanced measures. | <input type="checkbox"/> | |
| 1.2 | School board and transportation consortia develop COVID-19 related communication protocol. Must include: <ul style="list-style-type: none"> • Bus driver notifying employer and school if they screen positive using the daily COVID-19 self-assessment tool. • Bus driver notifying school of any instances of a symptomatic child while riding bus. • School notifying consortia if student develops symptoms while at school and will not be riding bus home. | <input type="checkbox"/> | |

| 2.0 | SCREENING | ✓ | NOTES |
|-----|---|--------------------------|-------|
| 2.1 | All bus drivers complete a daily self-assessment screen for COVID-19 BEFORE arriving at work. <ul style="list-style-type: none"> • Staff must check their own temperature. • If any signs or symptoms, staff must stay home and employer and school must be contacted. • Staff who screen positive should be tested for COVID-19. <p>Resources:</p> <ul style="list-style-type: none"> • Ontario COVID-19 Self-Assessment tool • Assessment Centres in NWHU area | <input type="checkbox"/> | |
| 2.2 | Students who have symptoms associated with COVID-19 or have been exposed to COVID-19, or who are in self-isolation due to travel must stay home. They should not use student transportation services. | <input type="checkbox"/> | |



| 3.0 | PHYSICAL DISTANCING | ✓ | NOTES |
|-----|---|--------------------------|-------|
| 3.1 | Establish designated drop-off/pick-up times and locations for bus transportation that support physical distancing and limit congregation of students. | <input type="checkbox"/> | |
| 3.2 | Students, parents/guardians and caregivers should maintain physical distancing (2 metres) between people when waiting at school bus stops. | <input type="checkbox"/> | |
| 3.3 | If possible, bus capacity and seating arrangements should support physical distancing between students and driver on the school bus. Strategies can include: <ul style="list-style-type: none"> • Students of the same household are permitted to share seats. • Students of the same cohort sit in the same area. • Boarding/exiting strategies (e.g., fill seats back-to-front or front-to-back to reduce student interaction). • Seat behind driver should remain empty. | <input type="checkbox"/> | |
| 3.4 | Use physical and visual cues on the bus (e.g., signs, seat markers). | <input type="checkbox"/> | |
| 3.5 | If applicable, any physical barrier or modification (e.g., a plexiglass shield between driver and aisle/entrance) should be compliant with all federal and provincial legislation and not interfere with or affect the safe operation of the vehicle. | <input type="checkbox"/> | |

| 4.0 | ENHANCED CLEANING AND DISINFECTION | ✓ | NOTES |
|-----|---|--------------------------|-------|
| 4.1 | Alcohol-based hand sanitizer (ABHS) is available at the entrance of the school bus (ABHS minimum 60%). | <input type="checkbox"/> | |
| 4.2 | Enhanced cleaning and disinfecting process is established and must include: <ul style="list-style-type: none"> • Review of existing practices to identify required cleaning enhancements (e.g., frequency, timing, PPE, signage). • Frequently touched surfaces should be disinfected at least twice daily. • Identifying inventory needs and availability on each bus. • Training staff on enhanced cleaning and disinfecting procedures. • A cleaning schedule and log must be posted in each bus and used to track cleaning. • Cleaning and disinfecting frequently touched surfaces between each route/group of riders and at least twice daily (e.g., handrails, seats, seat belts, windows, steering wheel). Resources: <ul style="list-style-type: none"> • Cleaning and Disinfecting Public Spaces | <input type="checkbox"/> | |



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|-----|--|--------------------------|--|
| 4.3 | <p>Only use cleaners and disinfectants with a Drug Identification Number (DIN) or Natural Product Number (NPN).</p> <p>Use products with evidence of use against COVID-19 to clean and disinfect.</p> <p>Resources:</p> <ul style="list-style-type: none"> • List of approved disinfectants | <input type="checkbox"/> | |
| 4.4 | <p>Implement practices to support adequate ventilation and air circulation (e.g., opening windows).</p> | <input type="checkbox"/> | |

| 5.0 | PERSONAL PROTECTIVE EQUIPMENT (PPE) | ✓ | NOTES |
|-----|--|--------------------------|-------|
| 5.1 | <p>Bus driver should wear a medical mask and eye protection (i.e., face shield). Where direct contact with a student is required, driver must also wear gloves.</p> <p>Resources:</p> <ul style="list-style-type: none"> • Health and Safety Guidance During COVID-19 for Student Transportation Employers • Federal Guidance for School Bus Operations during the COVID-19 Pandemic | <input type="checkbox"/> | |
| 5.2 | <p>Students riding the bus, grade 4-12 are required to wear a non-medical mask or face covering and it is recommended for all other students.</p> <p>Parents are responsible for the safe use/compliance during the school day and ensuring cleanliness of the face covering.</p> | <input type="checkbox"/> | |

