



Covid-19: Transport Procedures Schools and Social Care

Transport Coordination Service
Cornwall Council

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Introduction

This procedural document is based on the latest Government guidance issued in response to the ongoing Covid-19 pandemic and will be subject to further updates as required.

All of Cornwall Council's contracted Home to School and Social Care transport providers are being given copies of this document and are asked to follow it at all times. The document is also being circulated to schools and families to ensure all parties involved are aware of what is required on our transport services at this time.

This document refers to "passengers", "schools" and "parents" but is applicable to all users of transport services provided through Cornwall Council (including children, post-16 students, adult service users any carers or support staff supporting those individuals at residential, respite or day care settings).

Procedures:

1. All parties involved must continue to keep themselves fully informed and follow the latest Government guidance, as below:
 - a. Guidance for **Transport Providers**:
<https://www.gov.uk/government/publications/coronavirus-covid-19-safer-transport-guidance-for-operators/coronavirus-covid-19-safer-transport-guidance-for-operators>
 - b. Guidance for **Passengers**:
<https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers>
2. No individual who has coronavirus symptoms or has been asked to isolate as part of the NHS 'Test and Trace' service should travel on a transport service with others and self-isolation protocols must be followed (this applies to both **Transport Staff** and **Passengers**). This could mean that **Parents** and **Schools** may have to make alternative arrangements for the collection of any passenger who displays symptoms during the school day.
3. Ensuring strict hygiene practices are followed is vital, so please note the following:
 - a. **Transport Providers** must ensure vehicles are thoroughly cleaned daily with additional cleaning taking place prior to and after each journey. This must include targeting any surface that is likely to be touched (such as driver controls, all handles, seatbelts and seat backs).
 - b. **Transport Providers** must ensure **Transport Staff** thoroughly wash their hands before and after each journey.
 - c. **Parents** and **Schools** must ensure that all passengers also thoroughly wash their hands before and after each journey.
 - d. **Transport Providers** must ensure that hand sanitizer is available in the vehicle at all times.
 - e. **Parents** should ensure that passengers carry their own supply of hand sanitizer and tissues with them wherever possible.
 - f. **Transport Providers** must ensure that vehicles are ventilated as much as is safely possible at all times.
 - g. All cleaning / washing must be carried out using products confirmed to be effective in protecting against coronavirus.

4. The wearing of face coverings is still expected and recommended in certain situations including on public transport as well as other confined spaces, so please note the following:
 - a. It is recommended that **Parents** and **Schools** ensure face coverings continue to be worn by passengers where possible, regardless of whether travel is by public transport, contracted bus/coach or minibus/taxi.
 - b. It is recognised that face coverings may not be appropriate for some individuals, depending on their age and individual circumstances.
 - c. **Transport Providers** should advise the **Transport Coordination Service** of any cases where there is concern that a face covering is not being worn without good reason.

5. To avoid any other unnecessary close contact, the following steps should be taken:
 - a. **Transport Providers** should ensure the same staff are assigned to each vehicle / route consistently wherever possible.
 - b. **Parents** and **Schools** should ensure passengers travel only on the vehicle / route to which they have been allocated by the **Transport Coordination Service**.
 - c. **Parents** and **Schools** must ensure that someone from the passenger's household (at the home address) and a member of school staff working with the passenger during the day (at the school) is available to assist with all matters relating to any passenger requiring help to transfer in and out of the vehicle (including fitting seatbelts and any physical support required). However, on larger vehicles where such support would require additional adults boarding the vehicle, this can be avoided if **Transport Staff** confirm they do not need assistance.

We ask that these procedures continue to be followed by all parties to keep everyone travelling on our transport network as safe as possible. Thank you.

The Council will continue to ensure that routine compliance checks carried out on transport services include a focus on ensuring this guidance is being followed.

Please contact the **Transport Coordination Service** if you have any concerns or questions about these procedures (transport@cornwall.gov.uk / 0300 1234 222).