

## **Covid-19 Precautions**

### **All Procedures Must be Followed**

#### **Covid-19 Symptoms**

- All drivers must advise us immediately if they suspect they may have any Covid-19 symptoms and accordingly absent themselves from duty.
- Passengers will not be allowed to travel, if we become aware of any Covid-19 symptoms. *(If you are concerned about a passenger's fitness to travel please advise us asap, they will be assessed and if appropriate, refused travel.)*

#### **Social Distancing when dealing with Passengers**

- It is essential that drivers and passengers maintain 2metres social distancing wherever possible. *(1 metre will suffice for a brief period)*
- Passengers should be seated as far as part as possible, except for those from the same household. Seating plans are provided as a guide. *(if unsure of where to seat them, look at the seating plan for your particular bus)*
- All Vehicles are fitted with screens, separating driver and passenger compartment, please ensure that the screens are in use at all times and report immediately any tears/rips etc.
- PPE kits are available should a passenger need assistance and you are unable to maintain a 1m distance, **these kits must be used.**
- If you use gloves in order to assist a passenger always remove them before continuing with other tasks, including driving, in order to minimise any transmission or cross contamination.

#### **Face Masks**

- Drivers must wear a face mask at all times a passenger is present
- Passengers must provide and wear a face mask unless they are medically exempt
- Where available, there are some spare facemasks on the vehicle, please use these sparingly.

#### **Hand Sanitiser**

- Passengers and drivers must use the hand sanitiser before they board the vehicle
- Hand Sanitiser is available on each vehicle

#### **Vehicle Cleaning**

- All vehicles will have a supply of Hand Sanitiser and Cleaning products, please do let us know if supplies are low, do not wait until the end of the week as another driver may be using the bus the next day.
- Please wipe down all shared surfaces, keys, steering wheel, handles etc when you start
- Please wipe down all shared surfaces, as appropriate, after passengers leave vehicle

**Name:**

**Date:**