NOTE: The guidelines herein are subject to modification based on changing conditions and any change will be published on the NEISD Transportation web page. Updated August 5, 2020.

GENERAL GUIDELINES FOR OPERATION

- Drivers and Assistants will self-assess their health for any COVID-19 symptoms before their arrival to the bus terminal. If they show symptoms they must call to advise Dispatcher they will be unable to work.
- Parents are requested to monitor their children for any COVID-19 symptoms and not bring their sick and/or recently exposed students to the bus stop.
- Transportation Staff will wear face covering when in direct contact with students, parents, and employees.
- All students are required to wear a face covering while on the school bus.
- When possible, bus windows and roof hatches will be opened to allow outside air to circulate on the bus.
- When possible, seats #1 and #2 will be left empty for any student who may become ill while on bus.
- While on the bus, if a student becomes ill or reports feeling bad, the Driver will move the student to the first seat on the bus to separate student from the group. In the AM, the Driver will radio the Dispatcher, who will then call the school to ask the Nurse to meet the bus. In the PM, if a student becomes ill on route to neighborhood bus stop, student will be moved to the first seat, and driver will notify Dispatcher with that student’s name, and the campus will be notified by Dispatch.

STUDENT LOADING, UNLOADING, AND WHILE BUS IS ON ROUTE

- School staff will ensure all students will load the bus at the campus wearing a face covering.
- Driver will signal one student at a time to board the bus. As student reaches top of steps, the next student will be signaled to board the bus, etc.
- As students enter the bus, driver will instruct students to use hand-sanitizer located just inside the bus door.
- Driver will direct students where to sit on the bus. Siblings will be asked to sit together. The bus driver will be required to develop a seating chart of regular riders.
- Driver will make announcements letting students know they should not touch other students while on bus, that they should remain seated at all times, facing forward, with feet on the floor.
- Upon arrival at campus the driver will remind all students to remain seated until driver directs students to unload the bus, one seat at a time, from front to rear, to help reduce cross-contamination.
- On the way home from school, and at each stop, students will unload from front to rear. Students will remain seated, with no standing in the aisle, until Driver signals students to exit the bus.
- Campus Administration will not allow sick students to board the bus in the afternoon and parents will be called to pick their student up from the campus.

WHEN BUS RETURNS TO TERMINAL

- Buses will be thoroughly cleaned, with the approved disinfectant, after each bus trip, focusing on high-touch surfaces such as bus seats, steering wheels, knobs, and door handles. During cleaning, and when possible, some bus windows will be opened to allow for additional ventilation and air flow. School bus will be thoroughly sanitized on a weekly basis.