



**MALVERN P.O., ST. ELIZABETH**

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## **MEMORANDUM**

June 5, 2020

To: All Transport Owners and Operators; Plyng Routes to Hampton School and Munro College.

### **NOTICE: COVID-19 TRANSPORTATION ARRANGEMENTS**

As we are on the cusp of our school reopening, scheduled for June 8, 2020, we want to advise you of some guidelines as outlined by the Ministry of Health and Wellness pertaining to the transportation of students.

- There will be daily Temperature Checks for Drivers & Students so this will create some delay at the main gate. We seek your cooperation. The Temperature Check Point at the school gate will be staffed by members of each school's Safety and Security Teams.
- There needs to be evidence of Sanitization Materials on buses for passengers to utilize on entry of each student; such as an alcohol-based hand sanitizer containing at least 62% alcohol or alcohol.
- All passengers and drivers must wear a mask.
- All buses must be sanitized after off-loading passengers. This includes the floor and high touch areas such as windows, hand rails and seats.
- A Daily Bus Inspection and Sanitization Log will be provided to document cleaning and disinfection of frequently touched surfaces, including surfaces frequently touched by the operator.
- A daily list of students on each bus will be needed for purposes of Contact Tracing, if found necessary by the MOH, in the event of a suspected case of COVID-19.
- It is recommended that Air Conditioning not be used in this period to limit the potential exposure to the virus. It is best to provide ventilation by opening the windows of the vehicle.

Mahvell Charlton-Brown  
Headmistress