

Weston Public Schools

Transportation Protocols



School Year 2020 – 2021

September 2020

These guidelines were established by the Massachusetts Department of Early and Secondary Education on July 22, 2020.

Core health and safety practices

Several core practices will support safe school bus operations this fall:

- **Masks**
All staff and students on the bus, regardless of age, are required to wear masks at all times. Exemptions for students due to medical and/or behavioral reasons – and associated protocols – are further described later in this guidance.
- **Distance**
Students should be seated *no more than* one student per bench, alternating sides for each row, which allows students to maintain approximately 3 feet of physical distance. Children from the same household may sit together and in closer proximity (e.g., two students per bench). Diagrams are provided later in this guidance.
- **Ventilation**
Keep windows open at all times during operation, unless not possible due to extreme weather conditions.
- **Seat assignments**
Students will be assigned to a single bus and a particular seat. Assignments will be made on their first trip on the bus. The first student on will go to the farthest seat down and this will be their assigned seat for the upcoming school year.
- **Bus monitors/Cameras**
Every bus is now equipped with cameras. The District is always looking for bus monitors (e.g., volunteer, student leader, or staff member) for the METCO bus runs.

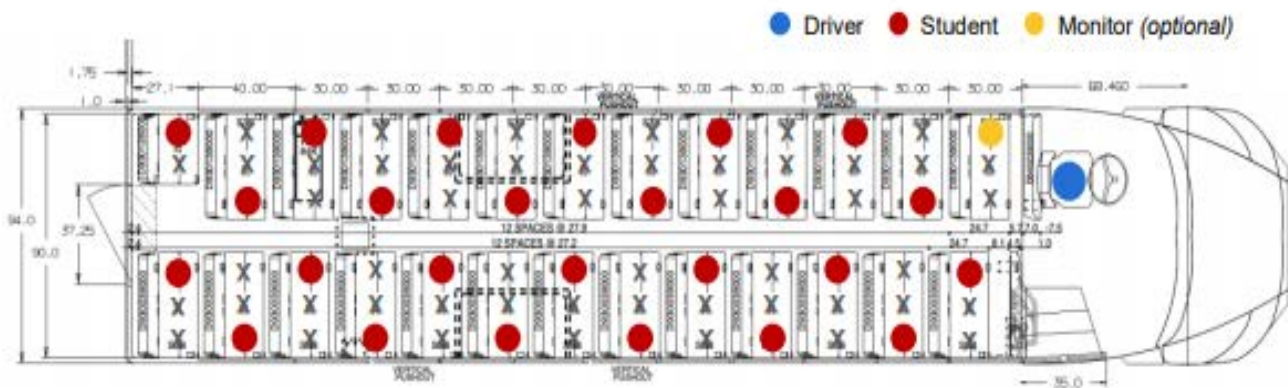
Bus seating configuration

In alignment with the Initial Fall School Reopening Guidance, the following bus configuration (i.e., one student per bench, alternating sides for each row) represents the **maximum*** school bus occupancy achievable while maintaining approximately 3 feet of physical distance.

***Note:** Children from the same household may sit together and are excluded from the one student per bench requirement.

In the following sections of this guidance document, we will provide strategies for districts to consider in order to meet the challenge of these limits on bus capacity.

The diagram below represents a 77-passenger bus. Configurations for other school bus models are shown in Appendix A. Districts should leave the bench immediately behind the driver's seat vacant to maintain physical distance for the driver. Districts may consider repurposing this bench for a bus monitor, health and safety supplies, or other needs.



The table below estimates the revised maximum capacity of school buses under the configuration above (not including bus monitors or scenarios with multiple children from the same household). In the following section, we outline strategies for implementing this transportation guidance.

Bus model	Maximum occupancy (excluding students who could sit together from same household)	Percentage of full bus capacity
83-passenger bus	27 passengers	33%
77-passenger bus	25 passengers	32%
71-passenger bus	23 passengers	32%
47-passenger bus	15 passengers	32%
29-passenger bus	9 passengers	31%
26-passenger bus	8 passengers	31%
22-passenger bus	7 passengers	32%
14-passenger bus	6 passengers	43%

The Weston Public Schools Protocols will be as follows:

Masks

Everyone on the bus and waiting at bus stops must wear masks that cover the nose and mouth at all times.

- **Adults**, including drivers and other transportation staff (e.g., bus monitors), **are required to wear masks.**
- **Students are required to wear masks, regardless of age, when on the bus.**
 - **If a student is caught not wearing their mask:**
 - **First Time – Warning**
 - **Second Time – 1 day off the bus**
 - **Third Time – 1 week off the bus**
 - **Last Time – No bus privileges**

- **Masks should be provided by the student/family**, but districts must ensure that sufficient extra disposable masks are made available on all buses for any student who needs them.

Physical Distancing

As reviewed and advised by the Massachusetts COVID-19 Command Center Medical Advisory Group, students must maintain a minimum distance of 3 feet from others, unless they are members of the same household. For transportation, this means one student per bench, alternating sides for each row.

The following distancing standards must be implemented in conjunction with strict adherence to health and safety requirements:

- Distancing requirements apply both while **waiting at bus stops and while in transit**.
- **Children from the same household should be seated together** and may be seated two or more students per bench (closer than 3 feet).
- **Students should face forward at all times** and refrain from eating, shouting, singing, or sharing items while in transit.
 - **If a student is caught eating on the bus:**
 - **First Time – Warning**
 - **Second Time – 1 day off the bus**
 - **Third Time – 1 week off the bus**
 - **Last Time – No bus privileges**

Any questions regarding transportation can be directed to:

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