

## SEN Home to School Transport during Coronavirus

We have produced this information for families of children and young people who use SEN home to school transport. As well as sending a copy to your home, the information is also available on the Local Offer website: [www.sheffielddirectory.org/localoffer](http://www.sheffielddirectory.org/localoffer)

### This information

We understand that families may be anxious about SEN home to school transport during the Coronavirus pandemic. This note provides you with information about the safety measures we have introduced and how this may affect your family.

It covers:

1. Safety measures
2. What is happening over the coming weeks
3. How this may affect your family
4. Next steps

We have also produced information for children and young people to explain what they can expect on SEN Transport. This includes:

- Easy Read information
- Information with photos
- A social story.

We have included the Easy Read information with this note. The social story and photo information, along with the Easy Read, are available on the Local Offer website <https://tinyurl.com/yacefsqn> (Please scroll down to the Transport Services section).

### 1. Safety measures on SEN home to school transport

We have continued to follow Government guidance to transport children as safely as possible during the coronavirus pandemic<sup>1</sup>.

We are working in the ways described below. We will continue to do this as the number of children using SEN transport increases.

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<sup>1</sup> Please see: Coronavirus (COVID-19): implementing protective measures in education and childcare settings, [www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings](http://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings)

## **Seating**

Passengers will be spread out to maintain suitable distancing at all times. A seating plan will be in place for all journeys. Passengers will not sit next to each other. As a minimum, they will:

- Have an empty seat to their right and left; OR
- Be seated at the end of a row, with an empty seat next to them.

There will be no face to face seating.

## **Drivers and assistants**

Passengers may have different drivers and assistants for their travel, but we will do our best to maintain consistency wherever possible.

Drivers and assistants are using appropriate PPE. This includes wearing masks and gloves.

## **Passengers**

We understand that the changes to the school journey will be unsettling to some children and young people. We will do our best to support them and keep things as consistent as possible. For their safety:

- Passengers will not be able to eat or drink on the minibuses
- Windows will be open for ventilation
- Handwashing will take place at school or college before children enter the classroom/teaching areas
- Social distancing will be maintained wherever possible when children are getting on and off the bus

Please discuss the Easy Read information and/or the social story we have produced to explain what children and young people can expect on SEN Transport.

## **Cleaning**

Vehicles will be cleaned after each run with further cleaning at the start and end of each shift. Cleaning materials are available on all vehicles.

If a pupil or member of staff is diagnosed with Covid-19 and they have been in the vehicle, a deep clean will be carried out and the vehicle will not be used for at least 72 hours.

The same buses will be used by the same crews wherever possible.

## **2. What is happening over the coming weeks**

We are planning for increased numbers of passengers on SEN transport as schools open to more children, subject to Government guidance. We are working closely with our schools, Integrated Resources and colleges on this.

The schools, Integrated Resources and colleges will let us know which children and young people will need transport on what days. Pick up and drop off times may vary.

If this includes your child, we will contact you with the specific details about their journey.

## **3. How this affects you and your child**

If you are going to start using SEN transport again, please talk to your child about what the journey will be like. Please use the SEN Transport Easy Read information and social story if useful.

If you decide that you would rather take your child to school/college by car at this time, we can reimburse you for your travel costs. This would be at 45p per mile. This could be for 1 or 2 return journeys per school day depending on individual circumstances.

If you wish to do this, please contact us:

- Email: [indetravel@sheffield.gov.uk](mailto:indetravel@sheffield.gov.uk)
- Call: 0114 205 3542

Please note that if you wish to do this, your child will not lose their place on SEN transport. You will be able to take up SEN transport at a later date.

## **4. Next steps**

We will continue to provide SEN home to school transport and follow Government guidance at all times.

We will also continue to work closely with schools and colleges. This includes planning the transport requirements for June/July, and also for the new school year in September.

27 May 2020

During the summer holidays, you will receive information from us about your child's specific journey if they will be using SEN transport in September.

If you have any concerns please contact us:

- Travel Assessment and Training Team
- E-mail: [indettravel@sheffield.gov.uk](mailto:indettravel@sheffield.gov.uk)
- Tel: 0114 205 3542