

Transport Covid- 19 Protocols

This information is designed to set out the expectations from school for the safe arrival and departure of students who attend Greenbank School.

In following these protocols, you are not only securing the safety of the pupils but also the safety of my staff, their families, you and your family.

Arrivals and departures will be staggered. Your arrival and departure time will be one of the three times below. Transport will advise you of your time slot. It is essential that you stick to this time.

Arrival	Departure
08:50	14:55
08:55	15:00
09:00	15:05

Arrival

Taxis (or parents) will need to park in the left hand side car park. You will need to use every other parking bay, thus maximising space between vehicles. Cones will be placed in each parking slot to maintain this distance. Cones should not be moved.



Pupils can either remain in the vehicle until their arrival time or exit the vehicle and remain within the parking bay supervised by the driver / escort or parent. The pupils in your vehicle will be spending the day together as a class group. This group is called the bubble. Bubbles must not mix. Therefore, pupils from other vehicles must not gather with pupils from other vehicles.



On your arrival time you should escort your pupils to the school entrance. On the pavement floor you will find socially distanced spots . Each student should stand on an available spot supervised by the escort or parent.



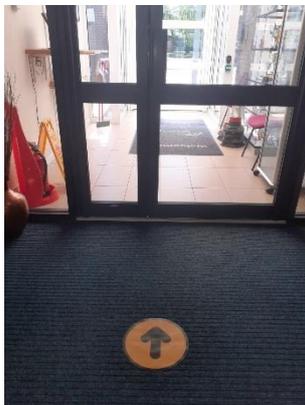
At 08:50 the school doors will open and pupils will be invited into school **one at a time**. Students should move forward onto the next free spot until they arrive at the school entrance. They must keep 2M apart as much as possible. It will be important for escorts and teaching staff on duty to guide and remind pupils of the 2M rule.

School is unable to provide access to the main building for use of toilets. Provision can be made to use a toilet in an external building. This door will be open from 08:50 and again from 14:45.

Departure

School is operating a one way system. This means pupils will exit school through the entrance in the photograph below. You not be able to enter the school building. Please use the open window to the RIGHT HAND SIDE of the grey shelter to let the office team know you have arrived. Pupils will exit through the door at their departure time. This will also be staggered to maximise the space between pupils. Once you have collected all the pupils you must go direct to the taxi and depart. **At all times escorts, drivers, parents and school staff must maintain social distancing. It will help to keep everyone safe.**

Thank you for observing these protocols. It will help to keep everyone safe.



EXIT

