



OFFICE OF THE STATE SUPERINTENDENT OF EDUCATION  
DIVISION OF STUDENT TRANSPORTATION

# **DISTRICT OF COLUMBIA STUDENT TRANSPORTATION BUS SAFETY KIT**

**2021-2022  
School Year**

# MESSAGE FROM THE SUPERINTENDENT



On behalf of the Office of the State Superintendent of Education (OSSE), we would like to welcome you to the 2021-22 school year. I am proud and humbled to serve as your Acting State Superintendent. As a public servant, I believe that access and quality are the key elements critical to the transformation of public education. As an agency, we are focused on expanding our core functions and vision of closing the achievement gap while ensuring people of all ages and backgrounds are prepared to succeed in school and in life.

I believe we all have a new profound appreciation and understanding of life and the importance of building a robust foundation for the future. Together, we transformed the educational landscape, responded to the needs of our children, and created pathways to ensure children remained a priority. As we navigated through the pandemic together, our teachers, administrators, school bus drivers and school bus attendants answered the rigorous demand to provide service and support to children and families. While students were engaged in distance learning, the Division of Student Transportation's (DOT) more than 1,200 frontline staff responded to the coronavirus (COVID-19) public health emergency by continuing to perform the core work of the division to include transporting students who were receiving in-person instruction (in non-public and public charter schools) and providing transportation for eligible students enrolled in the DCPS Cares program. Additionally, OSSE DOT delivered ongoing support to partner agencies to provide critical services during the health emergency. Staff rolled up their sleeves to get it done - and that is the power of service. I am extremely proud of DOT's work and commitment to our students.

We still have much to learn and many opportunities for growth, I am assured that together we will continue to serve, support and fight for DC children and their families. As we prepare for the 2021-22 school year, I look forward to working collectively with parents, schools, staff and stakeholders. Together we will enhance the education system from birth to college readiness so that all DC residents – both present and in the future have access to a quality education!

Sincerely,

A handwritten signature in black ink, appearing to read 'Christina Grant'.

Christina Grant, Ed.D.

Acting State Superintendent of Education

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# MESSAGE FROM THE DIRECTOR



We are excited to welcome you to the 2021-2022 school year. The Office of the State Superintendent of Education's Division of Student Transportation (OSSE DOT) extends its gratitude for your support, patience and encouragement over the past year. The adversity our world has faced over the past year proves that we can navigate through unprecedented challenges collectively and highlights our tenacity, resiliency, and willpower to move forward as a community. Rest assured, we've learned many lessons that have guided us towards enhancing the transportation experience for our students and staff.

The safety and well-being of our students, staff and school communities remains our top priority. We've worked closely with our school partners, local officials and stakeholders to identify strategies and indicators to aid us in ensuring a safe and reliable transportation system for the school year. OSSE DOT will continue to monitor guidance and recommendations set forth by public health officials and partners to drive our decisions. Yet, understandably, we are aware that there may be questions related to processes and procedures as we move forward. This bus safety kit will provide information, guidance and resources that we hope answer many of your questions and/or concerns.

As we continue to travel on this journey together, there will be many more lessons learned and we will incorporate those into our work as we strive to continuously improve our service and be first in class! As we look forward to the future, supporting the needs of our families and maintaining a safe transportation environment for your student(s) will always be a matter of great importance. Again, from the entire OSSE DOT team, welcome back to the 2021-2022 school year – we look forward to serving you!

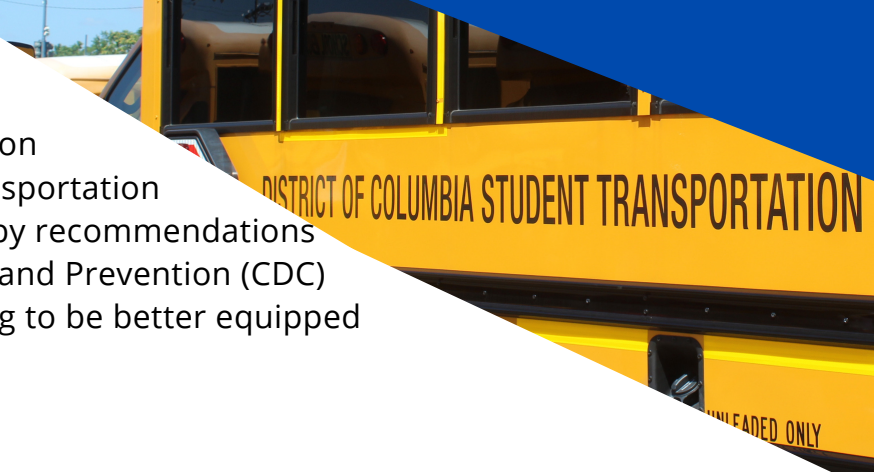
Sincerely,

A stylized, handwritten signature in black ink, appearing to be 'G. Brumley'.

Gretchen Brumley  
Director, Division of Student Transportation

*\*Disclaimer: Contents of this kit are in accordance with and guided by recommendations set forth by the CDC and local partners as of August 2021. OSSE DOT will continue to comply with all guidance if at all possible from the CDC and local partners. Latest updates/guidance can be found on the OSSE DOT website at [www.osse.dc.gov](http://www.osse.dc.gov)*





The Division of Student Transportation is committed to ensuring student safety while on school buses. All updated processes for transportation services are in accordance with and guided by recommendations set forth by the Centers for Disease Control and Prevention (CDC) and local partners. Here is what we are doing to be better equipped for your return.

## BUS CLEANING

- Frequently touched surfaces and seats on buses in use will be wiped down at the end of each tour.
- Electrostatic sprayer machines will be incorporated into bus cleaning daily to provide an additional level of disinfecting on the buses.
- In the event that an individual is confirmed to have symptoms or test positive for COVID-19 and entered the bus within three (3) days, the bus would be deep cleaned and disinfected in the area(s).

## ON THE BUS

- Bus capacity will comply with CDC recommendations if at all possible, and is contingent on vehicle manufacturer and the number of students per bus.
- **Morning Commute:** Students will board the bus based on pick up location. Students will be seated on the bus based on visible markings, starting in the rear.
- **Evening Commute:** Students will board the bus based on drop off location and will follow the same seating requirements as the morning commute.
- When unloading the bus, students in the front of the bus will get off first; following a last one on, first one off model.
- Bus attendants will sit in the seat closest to the rear or the seat in the best location to monitor seating and bus safety.
- All required student accommodations will be provided as needed.

## STAFF SAFETY

- All staff will complete the District Government employee COVID-19 Self Awareness Screening Form each day prior to boarding the bus.
- All staff must wear a face mask while transporting students. Additional personal protective equipment (PPE) to include a face shield and gloves may also be worn in addition to the face mask.
- All staff will have access to COVID-19 self testing kits, available at each terminal.

# BUS

## BETTER EQUIPPED FOR YOUR RETURN

## FACE COVERINGS

Students must wear a face covering while onboard the bus and in school. If a student does not have a face covering, a non-surgical mask will be provided as they enter the bus. A face shield may be used in addition to, but not in place of, a face covering. Consider practicing how to safely wear a face covering with your student.

*\*Does not apply to students with a medical or developmental contraindication. A parent must submit documentation of medical or developmental contraindication related to face coverings to the student's school/LEA. The school/LEA will then notify OSSE DOT regarding the exemption.*

## BUS SAFETY REMINDERS

Be sure to frequently remind your student of appropriate behavior on the bus to include following the instructions of the bus driver and attendant, remaining in their seat for the duration of the ride and refraining from physical and close contact with staff and students.

## STAYING HOME WHEN SICK

Parents are strongly encouraged to monitor and screen children for symptoms of COVID-19. Work with your school to receive information on how to properly monitor your students' health at home. If your student is ill, experiencing symptoms of COVID-19 or any other contagious illness, please keep them home. If your student must stay home due to illness, please be sure to contact the DOT Parent Resource Center to suspend transportation services at (202) 576-5000.

## TEACHING PREVENTION

To help prevent the spread of COVID-19 and other infectious viruses, continue to frequently wash your hands with soap and water for at least 20 seconds. If soap and water is not available use hand sanitizer with at least 60% alcohol, cough or sneeze into the elbow and do not touch your eyes, nose and mouth.

*Getting through this together!*

## HAVE OPEN CONVERSATIONS

OSSE DOT encourages you to have open conversations to prepare your student for their new normal during transportation. Consider talking about each student wearing a face covering, the driver and attendant using PPE, the importance of social distancing and new seating requirements.



# BUS

## UNDERSTANDING YOUR RESPONSIBILITY

## TRANSPORTATION ALTERNATIVES

The Division of Student Transportation has worked diligently to provide a safe and reliable transportation system to the population we serve. Please see alternative methods for school transportation:

### 1. Parent Transportation Reimbursement Program

OSSE DOT will reimburse parents who transport eligible students with disabilities to and from school. Please find additional information related to the Parent Transportation Reimbursement Program at:

**[osse.dc.gov/service/parents-transportation-students-disabilities](https://osse.dc.gov/service/parents-transportation-students-disabilities).**

### 2. Kids Ride Free Program

The Kids Ride Free program allows students to ride free on the Metrobus, DC Circulator, and Metrorail within the District to get to school and school-related activities. To find out more about this program and eligibility please visit: **[ddot.dc.gov/page/school-transit-subsidy-program](https://ddot.dc.gov/page/school-transit-subsidy-program)**.

## STAY INFORMED

- For questions/concerns regarding your student's bus or bus route, call the Parent Resource Center at **(202) 576-5000**.
- For access to all COVID-19 related guidance from OSSE and OSSE DOT, visit OSSE's website at **[osse.dc.gov](https://osse.dc.gov)**.
- For information about the District of Columbia Government's COVID-19 response, recovery efforts, testing and local resources; visit **[coronavirus.dc.gov](https://coronavirus.dc.gov)**.
- For real-time District updates and notifications via text and/or email, sign up for the District's official communications system, AlertDC at **[hsema.dc.gov/page/alertdc](https://hsema.dc.gov/page/alertdc)**.
- OSSE DOT encourages you to learn more about COVID-19 and other infectious diseases by visiting **[cdc.gov](https://cdc.gov)**.



# BUS

## SAFETY RESOURCES AT A GLANCE



