



## **Ambassador Cars - Covid-19 - Driver & Passenger**

### **Code of Conduct/Safety Policy**

#### **We ask students to agree to the following:**

- Students should **not** travel if they have any symptoms of Covid-19.
- Where possible, students should keep their faces covered during the journey between the airport, train station or wherever they are collected from, and school. We would prefer students to wear a mask, however if that is not possible, they may wear a scarf or other face covering.
- Before getting into the vehicle students will be asked by the driver to use hand sanitizer.
- Tissues/Wipes will be available in all vehicles.
- Students will not be permitted to sit in the front of the vehicle to try to ensure a safer distance between passengers and the driver.

#### **We ask all drivers to agree to the following:**

- All drivers to wear masks whilst in the vehicles.
- All drivers will carry a bottle of water and soap, or bottles of hand sanitizer, and will ask the student(s) to sanitize their hands before entering the vehicle.
- In addition, the driver and the student(s) should use any hand sanitizing stations available on departing the airport terminal or train station.
- Where possible, drivers will keep 2 metres away on collection of the student(s), and drivers and student(s) are not to shake hands.
- Student(s) must sit in the back of the vehicle.
- Drivers **are** permitted to put our student's luggage into the vehicle, however before handling anything the driver must put on a fresh pair of disposable gloves, and then take them off again as soon as the luggage is stowed. The gloves must be put into a rubbish bag. The driver should not touch anything else whilst the gloves are worn.
- Driver will regularly (and between all jobs) clean all customer contact surfaces such as door handles (inside and out), window switches, grab handles, etc, with sanitizing wipes or spray.
- Drivers will regularly clean surfaces such as steering wheels, handbrake, gear stick, etc and it is recommended that this is done at least at the beginning, middle and end of each shift as a minimum.
- Drivers will wash hands frequently with soap and water or sanitizing gel.
- Driver should dispose of all rubbish bags as soon as possible, but at the very least at the end of each day.