



Re-opening Seniors' Hub Weekly Bus Trips: Safety Policy

Intention: Capilano Community Services Society's top priority is the safety and well-being of clients, volunteers and staff. Capilano Community Services Society is dedicated to following protocols from local health authorities and WorkSafe BC. This policy is intended to provide clear guidelines for these protocols, that will be followed by the staff, volunteers and clients of Seniors' Hub to reduce the risk of COVID-19 transmission.

The Safety Policy is modeled after the WorkSafe BC COVID-19 Safety Plan, required for all workplaces.

First Level Protection (Elimination):

- Bus occupancy will be limited to 5 people: 1 bus driver, 1 staff member, 3 passengers.
- Seniors' Hub clients (referred to as "passengers") will be phoned and screened for COVID-19 symptoms, before being picked-up by the bus.
- Seniors' Hub clients will be scheduled for a specific weekly trip and expected to stay with that day, as to create client cohorts.

Second Level Protection (Engineering Controls):

- There will be a vapour guard between the bus driver and passengers, and/or drivers can opt to wear a mask, or a face shield.

Third Level Protection (Administrative Controls):

- Passengers are only allowed to sit in designated seats that have been measured for physical distancing, and all other seats will be blocked off with a sign.
- The bus will be filled from the back and emptied from the front, to ensure physical distancing during passenger pick-ups and drop-offs.
- Windows will be opened (weather permitting) to create air flow.
- Hand rails, arm rests and other high-touch areas will be disinfected prior to passengers being picked up, and before passengers return to the bus from their shopping trip that day.

Fourth Level Protection (Personal Protective Equipment)

- All passengers must wear a face mask at all times when on the bus. Passengers are encouraged to bring their own face masks, but if this is not possible, a non-medical disposable mask will be provided.
- Hand sanitizer will be provided to all passengers prior to entering the bus, both when being picked-up and when returning to the bus after shopping.

Thank you,

Seniors' Hub

Capilano Community Services Society