



January 2021

District Partners,

The 2020 school year has been challenging. Despite the obstacles resulting from COVID-19, we want to thank you for your trust and continued partnership. As we enter 2021, we want to confirm our commitment to our district partners, families, and the students we serve.

Throughout the pandemic our unique service model has been put to the test implementing a wide range of health and safety regulations that vary greatly from state to state, and in some cases, district to district. Because ALC takes a customized approach to meet the needs of our district partners, our teams have been able to meet each of these requirements on a case-by-case basis.

Our proprietary technology has also been greatly enhanced. The ALC Driver App now includes features that require drivers to verify they are in good health, and that their vehicles have been properly cleaned and disinfected prior to providing services. All standards have been based on industry guidelines.

ALC's Health and Safety Protocols Include:

- **Service Provider Masks**
 - Any driver transporting students will follow the CDC guideline of wearing a cloth mask.
- **No Touch Loading/Unloading**
 - When loading or unloading students from the vehicle, drivers will not touch the student. This is especially critical with regards to car seats and booster seats. Parents or district staff will place the students in the safety seat and buckle them in as needed.
- **Sick Student Protocol**
 - ALC does not transport students that the district has identified as being at risk (symptoms of flu, COVID-19, etc.). This helps protect the health of both the drivers and the other students that driver services.
- **Sanitizing Vehicles After Each Trip**
 - Vehicles transporting students will be cleaned after each trip. High touch points like door handles and elbow rests will be wiped down and cleaned with a disinfectant after each trip is completed. We encourage personal hygiene for both the drivers and students, avoiding contact with nose, mouth, and eyes.
 - It is important drivers clean their hands often, and frequently wash with soap and water for at least 20 seconds.



- **Safeguards Added to ALC's Provider App**
 - At the start of every day drivers must confirm that they are in good health, asymptomatic of COVID-19, and have otherwise not been exposed to the virus.
 - Drivers must also confirm that they have cleaned the vehicle before and after each student trip following CDC guidelines, and state and district requirements, via our in-app confirmation.
- **Encouraging Sick Individuals to Stay Home**
 - We are working closely with our transportation service providers to ensure drivers who are showing signs of being sick, stay home and not service student trips. Those who may have symptoms of acute respiratory illness are recommended to stay home and not come to work until they are free of fever (100.4° F [37.8° C] or greater using an oral thermometer), signs of a fever, and any other symptoms for at least 24 hours, without the use of fever-reducing or other symptom-altering medicines (e.g. cough suppressants.)
- **Additional Measures in Response to the Coronavirus/COVID-19:**
 - Drivers who are well but who have a sick family member at home with COVID-19 should notify the transportation service providers they work for and refer to CDC guidance for how to conduct a risk assessment of their potential exposure.
 - **If a driver is confirmed to have COVID-19, it is mandatory that Service Providers immediately report to ALC.** Such drivers will be immediately removed from servicing students and ALC will alert the district and family immediately.

We look forward to a successful 2021 calendar year, and we are grateful for your partnership. Please reach out to an ALC team member to let us know how we can help.

Thank you,

A handwritten signature in black ink, appearing to read 'Gregg Prettyman', written over a horizontal line.

Gregg Prettyman
Chief Operating Officer