



COVID-19 Best Practices for Bus Stop Meal Delivery & Pick Up

Preparing for Delivery/Pick Up:

- In food delivery communications, share expectations for households to practice appropriate social distancing at bus stops to begin to normalize the pick-up process.
- If possible, avoid face-to-face interactions when delivering meals. Instead, practice “no contact” deliveries where the food is placed in a cooler, box, or other object for retrieval by the recipient; or on a table or cart set up temporarily at the bus stop.
- If you will not see the children when making the delivery, make sure you have an accurate count of children requiring meals ahead of time. Schools can use a pre-request system or ask the household to leave a note on the cooler or other location where meals are to be left. Include a label on the packaging indicating meals are intended only for consumption by children ages 18 and under.
- The person making the delivery should separate out each household’s meals, if possible, rather than having households take their meals/milk out of a common box, crate, or cooler at the same time.

During Delivery/Pick Up:

- If face-to-face interactions cannot be avoided, maintain a minimum distance of six feet from other people and wear proper face coverings such as a mask or bandana.
- Recipients should **not** enter the bus or delivery vehicle to receive their meals.
- Do not hand a delivery directly to the recipient. Employ methods to avoid direct hand-offs such as placing food down and stepping away to allow people to retrieve the items.
- It is difficult to normalize the 6-foot distance by asking children and their caregivers to step back. However, it is important to draw attention to proper distancing every time someone mistakenly comes too close. Be kind and calm, but forceful.
- I can be helpful to use traffic cones, tape, or chalk lines to maintain six feet distance and provide a visual reminder to families in line.
- Remind households waiting at bus stops to maintain a minimum of six feet between groups at all times. This may be difficult if young children see this as an opportunity to play with each other. It may be helpful to advise families to leave children at home with another caregiver, or in the car during pickup.
- Recipients should be advised to wash their hands thoroughly after handling packaging and before eating food.

Staff Considerations

- Delivery personnel should follow the standard guidance to:
 - Avoid touching eyes, nose, and mouth with unwashed hands.
 - Cover coughs and sneezes with a sleeve or tissue, then throw the tissue in the trash and wash hands.
 - Avoid contact with people who are sick.
 - Clean and disinfect frequently-touched items and surfaces.
 - Wear face coverings in situations where proper social distancing is not possible.
- Those making deliveries should clean their hands between each delivery to avoid spreading the virus from recipient to recipient. Ideally, hands should be cleaned through handwashing with soap and water. If this cannot be done on a delivery route, use a hand sanitizer containing at least 60% alcohol.
- Delivery personnel should not participate in the delivery if they feel sick.
- Limit the delivery team to as few people as can feasibly operate the delivery, and maintain six feet of distance between team members.
- Staff should be advised that aside from this critical work, they should stay home and practice social distancing if they must go out.