

First Aid and Emergencies Policy

Policy Number : CLNC006

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ROLE	School Doctor
LAST REVIEWED	August 2021
APPROVED BY	Mr. Kifayatullah Khan
ROLE	School Principal
NEXT REVIEW DATE	August 2022

Purpose:

The purpose of this policy is to acquaint the students and staff of Al Salam Community School with the protocols that will ensure:

- a. The physical safety and well-being of all staff and students.
- b. The Provision of immediate emergency medical treatment to students.
- c. A framework of procedures whereby all injuries are dealt with in a competent and safe manner.

Policy:

Safety of students and staff is a priority for the school, and robust measures have been put in place to ensure no children or staff are put at risk. Each classroom teacher regularly instructs his/her class on issues relating to safety in the class or on the school grounds.

The school doctor is trained with PALS(Pediatric Advanced life support) and the school nurses are certified BLS providers. Likewise, basic first aid training is given to all the teachers, assistant teachers, helpers and bus drivers to properly respond to any accident/untoward incident.

Teachers and other staff members are also deployed for duty on different locations during break time and dispersal to ensure students' safety.

Procedures:

A. Minor Accident/Injury

The injured child/children should proceed to the school clinic with a permission slip or accompanied by class teacher/assistant teacher/helper. Students from FS1 up to Year3 should always be accompanied by a staff member to the school clinic.

First aid is administered by the school nurse/school doctor and recorded in the school database system (iSAMS).

1. When the child comes to the school clinic with an injury or illness, the child is assessed by School Doctor/ Nurse.
2. First aid is administered to the child by School Doctor/Nurse.
3. Injuries to the neck, face or head must be made known to the class teacher, Head of Department and to parents, and a note from the school clinic should be sent with the child.

B. Major Accident/ Injuries

In case any child requires emergency treatment, the parent will be contacted immediately. If the parent is not responding, the school doctor will administer appropriate emergency treatment and if needed an ambulance will be called to transfer the child to the hospital.

1. When the child comes to the school clinic with any major injury or accident, the child is assessed by School Doctor/ Nurse.
2. First aid is administered to the child by School Doctor/Nurse.
3. The school doctor/Nurse informs the Principal/HOD and the Parents.
4. If the condition cannot be managed in the school clinic, Ambulance is called by the Doctor/Nurse.
5. The HOD decides who will accompany the student to the hospital depending on the situation.
6. A detailed report of the accident/injury is prepared and filled by the school doctor/nurse.



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7. The School doctor /School Nurse will follow up with the parent regarding the condition of the injured child within 2hrs and on the next day.

References

- DHA School health guidelines

<https://www.dha.gov.ae/Documents/Regulations/School%20Clinic%20Regulation%20New.pdf>