



Delhi Private School Dubai

مدرسة دلهي الخاصة - دبي

Division/ Department:

Administration

Subject: Health and Safety

policy for Students and Staff

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Introduction:

- The health, safety and welfare of all students and staff is of paramount importance at our school.
- The school endeavors to provide a happy and healthy working environment for every staff, student and visitor.
- All members of the staff are expected to be committed towards the provision of occupational health and hygiene.

Aims:

- Establish and maintain a safe and healthy environment throughout the school, by avoiding infection and communicable diseases, practicing hand hygiene and maintaining a clean environment.
- Establish procedures and systems necessary to comply with the statutory obligations on health and safety by DHA, Dubai Municipality, Trakhees and KHDA.
- Provide sufficient information, instruction and supervision to enable all students and staff to contribute positively to their own health and hygiene.
- Formulate effective safety and evacuation procedures for use in case of fire and other disasters.
- Provide students and staff access to appropriate health and hygiene training and awareness programs.
- Reduce occupational health and hygiene related accidents or injuries to students and staff in the campus.
- Regularly review safe occupational environment, health and hygiene protocols.

Role of the School:

- Promote the welfare of the students by teaching them strategies to deal with the challenges of everyday life through a well-defined Life skills program.
- Handle concerns with sensitivity.
- Encourage students and Staff to bring nutritious healthy packed meal.
- Ensure that the school canteen provides nutritious meals.
- Inculcate the good habits of eating and drinking water in students from KG1 to Grade XII.
- Teach students:
 - a. About health and safety, to equip them with the skills and knowledge to live positive, successful and healthy lives.
 - b. To respect their bodies and how to look after themselves.
 - c. About healthy eating habits and hygiene.
 - d. To move about and play safely during Physical Education lessons.
- Organise safety checks on equipment and resources led by trained teachers and security personnel.
- Install necessary fire equipment.
- Use fire and earthquake resistant building material for school building construction purposes.
- Conduct regular fire and evacuation drills.
- Upgrade and maintain school building in accordance with the stipulations laid down by the Municipality.
- Administer first aid, inform the parent and refer the case to the nearest hospital by the clinic staff in case of emergency.
- Ensure that medical examination are carried out by school clinic for students and staff as an annual routine. The examination involves checking height, weight, body mass index (BMI), ears, nose and throat (ENT), vision and musculoskeletal system.
- Any significant findings of the medical examination are communicated to parents or spouse as referral.
- Monitor students' welfare at every level while in school or on school trips through designated staff.
- Supervise students in the school bus.
- Ensure that all Kindergarten Teachers, P.E. Teachers and Nurses are certified "FIT"

by DHA through annual Medical check up to obtain Occupational Health Certificate.

- Offer for Yoga classes, Gym training and regular aerobics sessions for students and staff.

Role of Students:

- Play an active role in the management of the canteens.
- Diligently conduct dispersal and break duties.
- Ensure smooth and safe fire drills and mock earthquake evacuations.
- Create awareness, collaborate to find solutions, generate empathy and raise funds during disasters.
- Act as class and bus monitors.
- Work as cohesive groups in a responsible manner.
- As responsible student leaders, address students' concerns, organize social service drives and monitor discipline in school.
- Conduct Weekly Student Council Meetings to initiate monthly campaigns to ensure health and wellbeing of all.

Role of Parents:

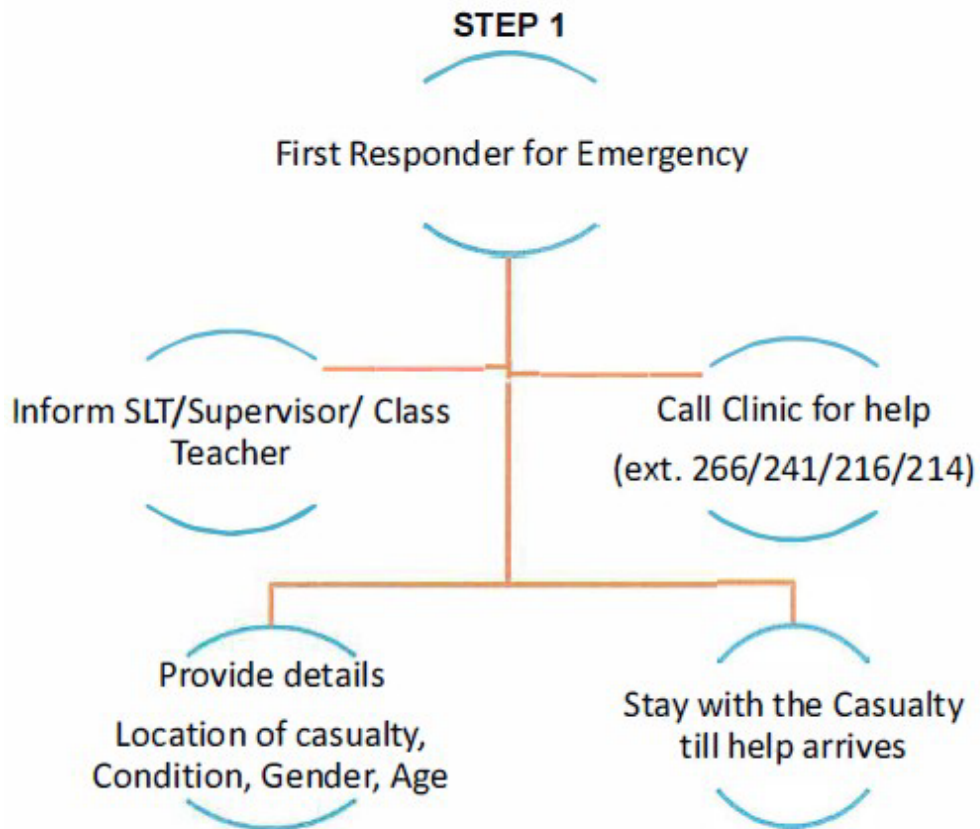
- Impart health education.
- Provide wholesome breakfast and nutritious snacks to children.
- Inculcate habits of personal hygiene.
- Ensure regular checks for general health in consultation with the family physician, dental surgeon and ophthalmologist.
- Consult a family doctor for deworming at least once a year.

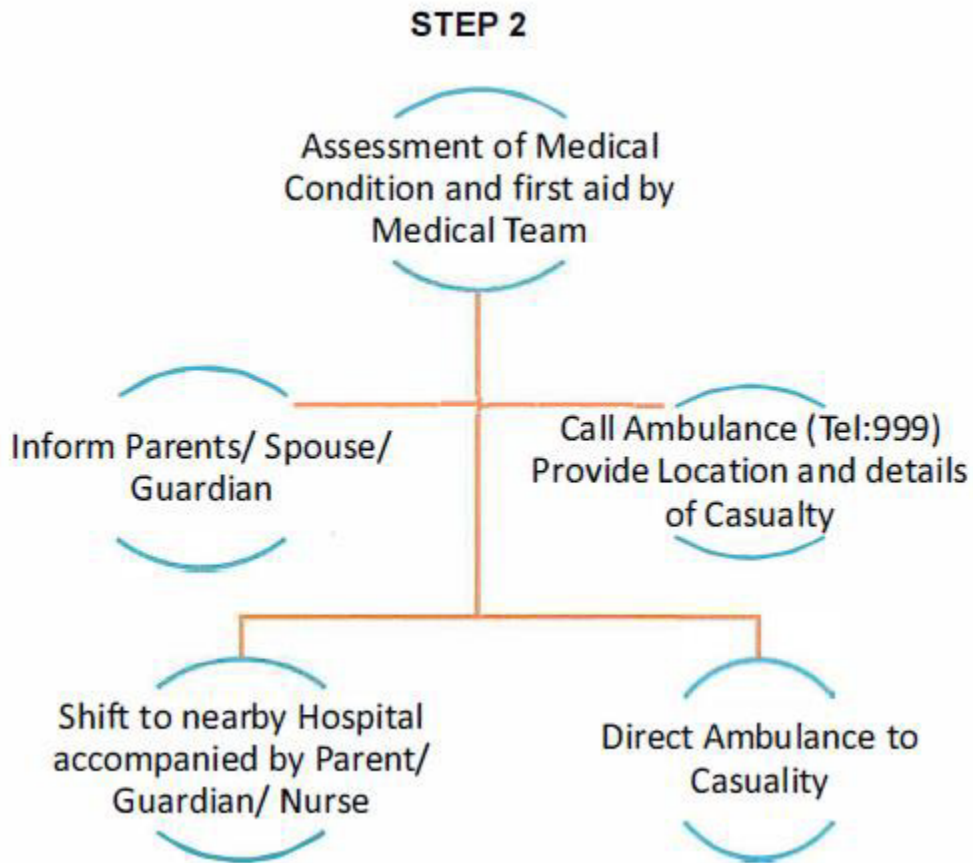
Safety in School Buses:

- For security reasons, students of (KGI-Gr.2) must be accompanied by an authorized adult to and from the bus stop.
- The student and escort are required to be at the designated pick up and drop off area 10 minutes prior to the time agreed.

- In case the escort is not present to receive the student (KGI – Gr.2) during a drop off, the bus will bring back the student to the school and the transport in-charge will notify the parent. The parent or an authorised person is required to come to school to take their ward back.
- Students should stay away from the main road until the bus arrives.
- Students must not come near the entry door of the bus until it has come to a complete stop.
- Students must occupy **designated** seats immediately after boarding their bus, **wear seat belts and not move around in the bus while it is in motion.**
- The front door of the bus is the only authorised entry and exit point.
- The drivers are authorised to stop buses only at the designated stops, unless otherwise directed by the bus teacher. The list of stops is prepared keeping in view the convenience and safety of all bus commuters and is subject to change.
- CCTV cameras are installed in the buses to monitor the students' activities.
- The driver must not be distracted for any reason.
- The bus teachers and student bus monitors are responsible for maintaining discipline in the buses. Any serious offence must be reported to the Principal and Director.
- If for any reason a student misses the bus after the school dispersal, he/she must report to the reception immediately and wait there.
- RFID card is mandatory for all students using the transport service.
- Misuse of RFID card will attract strict action, including the termination of transport service for the student.
- Lost or damaged RFID card has to be replaced immediately to continue using the bus service.
- The seating arrangement must adhere to RTA regulations.

Procedure for Handling a Medical Emergency/ Casualty





Procedure for Reporting Occupational Hazards

Below is the protocol for reporting Occupational Hazards such as broken furniture/equipment, modification or maintenance of facilities/estate or health and hygiene related facilities.

First Responder of Occupational Hazard

Inform SLT/Supervisor/ Coordinator/
Class Teacher

Report the hazard to the Principal for
further action

Recommend for remedial action to
Senior Manager