



المدرسة الهندية العامة العليا – رأس الخيمة  
INDIAN PUBLIC HIGH SCHOOL, RAK

(Recognized by the Ministry of Education, UAE, affiliated to CBSE, New Delhi)  
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# CLINIC POLICY

2016-2017



# INDIAN PUBLIC HIGH SCHOOL

Since 1986

**We, IPHS RAK, aim at keeping our students safe and healthy.**

This is done by ensuring a secure and caring environment where we foster a sense of physical, mental and emotional wellbeing.

**In case of emergency or illness, the clinic staff will provide parents with a provisional diagnosis.**

In addition, the clinic staff will provide health education and vaccination services and keeps Students' Personal Records in accordance with MOH requirements.

In accordance with the regulations of the Ministry of Health (MOH), all schools are required to conduct health checkup of the following students:

- All new students
  - All Grade 1 students
  - All Grade 5 students
  - All Grade 9 students
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- A student personal file is recorded and regularly updated for and maintained every student scheduled vaccinations, annual check-ups (height, weight, BMI, BMI percentile, etc.) and any other visits to the school clinics is maintained.
  - As part of our policy to promote a "Healthy Lifestyle" we also conduct various screening campaigns during the school year.
  - Parents will be notified in advance about any forthcoming screening that your child may be involved in. Students' medical files will be handled confidentially at all times.
  - Parents are required to submit their child's Medical Fitness Form, which should be completed by their family Physician or Pediatrician.
  - Parents are required to provide the school with updated vaccination records for their child/children. Vaccinations are usually scheduled twice per academic year.
  - A notification will be sent to parents prior to the actual date of vaccination.



- Parents will be asked to sign a consent form and return it to the clinic prior to the date of vaccination.
- The parents should choose not to have their child/children vaccinated at the school, they are required to provide an up-to-date copy of their child/children vaccination records and inform the school if a child receives any vaccination outside the school.
- Medical Reports and Medical Alert Forms must be submitted to the school in case there is any change in health condition or a new medical condition for your child.
- Changes in certain health conditions may impact on the wellbeing of the student and any treatment given by the clinic.
- If your child has a pre-existing condition, the school clinic needs to be notified in advance.
- Additional members of staff who are in contact with such students will be notified about your child's pre-existing condition and trained accordingly.

### **School Policy on Administering Medications to a Child:**

- The school clinic has its own supply of medications. Prior to administering of any medication to a primary school child, parents will be notified and verbal consent will be obtained. However, in case of emergency, and if parents can be not contacted, it will be at the discretion of the school doctor to medicate the child (cases such as high fever, allergic reactions, injuries, etc.)
- Parents of secondary school students will be notified when a student visits the school clinic repeatedly with the same complaint. Analgesia (pain relief medicine) will not be administered to the student without parental consent.



- Students are not allowed to carry any medications around the school, except inhalers for asthmatic students. If a child needs a medication to be administered during school hours, a doctor's prescription needs to be obtained. If a student is taking any prescribed medication, parent's needs to fill up the medication form which is enclosed in the calendar and also need to update the class teacher.
- Where a child travels to school by the school transport, medications can be handed over to the Transport Assistant with a copy of the prescription and signed note from the parent/guardian.
- Medication that needs to be refrigerated at all times must be transported with an ice pack rather than the ice-cubes. Medications must be sent in their original packaging and should be clearly labeled with the student's name, required dose, timing and route of administration.
- If a medication has been administered in the morning, a note should be sent to the clinic.
- Medications that are dosed twice daily should be administered by parents at home in the morning and after the school hours.
- All medications will be returned once the course of the prescribed treatment is completed.
- For those students who need to receive regular doses of a prescribed medication (i.e. Insulin, Asthma inhalers, Nebulizers, Eye drops), a consent form needs to be completed which specifies name of the prescribed medication, required doses and timings.

**The consent form must be updated accordingly in case of any changes.**

- For children with illnesses such as anaphylaxis, asthma, epilepsy or Type 1 diabetes, the emergency medications (such as Epi-pen, Glucagon, Nebulizer solutions, Asthma Inhalers) must be stored in the school clinic.
- The medication should be carefully labeled with the student's name, route of administration and a required dose.
- Children suffering from fever with a temperature above 37.7 C should be kept at home.
- If a child develops fever during the school day, parents will be notified to collect their child (as soon as possible) at the earliest.

**Child with the raised temperature will not be sent home on a school bus.**



- Children may return to school if they are afebrile for 24 hours without using fever-reducing medications such as paracetamol, fusidic acid, normal saline, salbutamol solution, etc.
- In case of extremely elevated temperature or if the child has a history of febrile convulsions, the clinic staff will immediately medicate the child and begin sponging or bathing him/her to reduce the intensity of the fever. Parents will be told to come into school immediately.

### **Contagious Illness**

The health authority has clearly documented guidelines for those conditions which require exclusion from the school. The conditions commonly seen are: Conjunctivitis, Chicken pox, Gastroenteritis, Hand Foot and Mouth Disease.

- However, the list is not limited to the above mentioned conditions. If a student develops vomiting and/or diarrhea, he/she should be seen by a doctor and rest at home for the duration of illness or if necessary admitted to the hospital.
- The time period for each condition varies, so we request that a child receives proper care at home as long as it is needed, upon returning to school, a certificate from the attending physician or pediatrician must be provided.
- If the child returns to school prior to the completion of the recommended isolation time, parents will be requested to take their child home.
- Off-campus injuries incurred after or before school hours will not be attended to at the school clinic. Parents will be notified.

### **Communication with Parents**

- Parents' will be contacted by telephone and/or email/ SMS.
- Clinic staff may contact parents if they need to obtain some information about the child or inform child's parents about administering medication.
- Parents will be informed immediately if their child is unwell and need to be collected from the school at the earliest.
- We will not put a child who is ill or distressed on a school bus.
- The parents must collect their child as a matter of priority.
- The school clinic is not designed to provide the comfort and quiet that is needed during an illness.
- Parents may also come and meet the school nurse at any time during school hours.

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