

# The Central School, Dubai

## Accident Emergency Policy

### Policy of calling an ambulance in emergency:-

The Central School believes that safety doesn't happen by accident. Our Aim is to provide a safe environment and minimize accidents. Introduction this policy has been drafted as part of the schools health and safety policy. Its aim is to ensure the safety and well being of the pupils and staff in the School. It was discussed and accepted by the school staff.

### Rationale:-

The formulation of this policy enables our school to effectively- Provide for the immediate needs and requirement of students who have sustained either• a serious or a minor injury. Ensure that adequate resources and arrangements are in place to deal with• injuries/accidents as they arise. Ensure lines of communication with parents/guardians are in place if required.• Activate a know plan of action with which all staff are familiar.

### Role and Responsibilities:-

The overall responsibility for the day to day management of school supervision/routines• rests with the Principal. The class teacher is responsible for classroom supervision and teachers on break duty• are directly responsible for the supervision of pupils at break time.

### Aims/Objectives:-

1. To ensure the physical safety and well being of all staff and pupils.
2. To develop a framework of procedures whereby all injuries are dealt with in a competent and safe manner.
3. To provide training staff development and the effective use of government/outside expertise so that children have access to proper interventions.
4. To comply with all legislation relating to safety and welfare at work.
5. Procedures Safety of pupils and staff is a priority for the school, and robust measures have been put in place to ensure no children or staffs are put at risk.
6. A comprehensive school Safety Statement has been recently revised whereby all hazards are identified and remedial measures are outlined, if required Each classroom teacher regularly instructs his/her class on issues relating to safety in the class/ground.
7. Dangerous practices such as climbing tress, climbing goalposts, throwing stones,• running fast in the yard, engaging in "horseplay", fighting etc are subject to severe sanctions(see School Anti-Bullying and Discipline Policies)
8. There are teachers and staff on break duty during break time and dispersal.

### Minor Accident/Injury:-

The injured party is initially looked after by the teacher. If deemed necessary, the child will be taken to the clinic. First aid is administered after cuts are cleaned with water and bandages/plasters applied if deemed appropriate. The use of plastic gloves is advised at all times.

### **More serious Accidents/Injury:-**

If considered safe to do so, the injured party is taken to, the clinic. If not than a wheel chair or stretcher is immediately arranged Parents/Guardians are immediately informed, particularly if there is a suspicion of broken bones/head or eye injuries and the child is moved to the nearest hospital by calling the ambulance if advised by the parent, and in any case, the parents will be responsible for ambulance rules and regulations.

In the event serious injury, parents/guardian is immediately contacted. If the considered opinion of the medical staff is that immediate professional help is required, an ambulance is called after taking advice from parent as parents will be responsible for the rules and regulations of Dubai ambulance.

### **Categories of Injury/School Procedures:-**

#### **1. Minor Cuts and bruises Method:-**

In all cases of injury it is understood that there is at least one nurse with the student. Clean around cuts using water only, cleaning from the centre outwards Gloves are used at all times to reduce risk of spread of infection A check is carried out to locate small bodies which may be embedded in the wound Plaster, gauze or lint is placed on the wound Nurse observation is maintained Children are advised to show/tell parents.

#### **2. Sprains/Bruises Method:-**

In the event of a sprain/bruise, the process of rest, ice, compress and elevate is implemented If in doubt, parent/s are contacted Nurse observation is maintained Faints and Shocks Make sure in surroundings are safe and lie him down Loosen any tight clothing Look for breathing and call his name If he responses reassure him If not responding shout for help Send someone to inform school doctor and nurse Don't leave the casualty alone Subsequently if needed ambulance will be called and parents will be informed. The accident will be recorded subsequently.

#### **3. Accidents/Injuries while travelling in the school bus: -**

Drivers/ conductors to take maximum precaution to minimize injuries while students are travelling on the buses Drivers to drive safely avoid speeding and sudden braking. Teachers/Conductors to monitor students and enforce bus discipline to avoid accidents/injuries In case of minor injuries, First Aid Box is available in the bus and injured should be moved to school clinic on arrival at school. In case of major accidents, Police, Ambulance, Civil Defense and the School should be immediately informed by the driver & conductor.

### **WHEN TO CALL THE AMBULANCE:-**

You should call an ambulance when there is a case of emergency .as clear cuts as this sounds paramedics ,have pointed out that there are several calls which cannot be classified as emergency at all . **A MERE HEADACHE , VOMITING ,DIZZINESS , NASAL BLEEDING , NAUSEA , THROAT PAIN , ABDOMINAL PAIN , SPRAINS , SMALL CUTS AND BRUISES , ARE NOT EMERGENCY MEDICAL SITUATIONS AND HENCE ARE NO REASON TO CALL AN AMBULANCE .**

**DEHYDRATION ,CHEST PAIN , A BROKEN BONE THAT IS LIFE THREATENING AND CANNOT BE MANAGED BY CLINIC STAFF , STROKE , HEART ATTACK , SEIZURE , UNCONSCIOUSNESS ARE CONSIDERED VALID REASONS TO CALL AN AMBULANCE .IF THE PARAMEDICS DISCOVER THAT CAUSE IS NOT EMERGENCY AND IT IS THE PARENT OR ANY STAFF MEMBER THAT INSISTED TO BE TAKEN TO THE HOSPITAL ,HE /SHE WILL BE CHARGED FOR THE RIDE .**

### **INJURIES HAPPENED OUTSIDE SCHOOL:-**

**. All injuries happened outside school must be reported to clinic staff considering it an utmost matter of importance. Parents are directed to provide the medical fitness certificate in case of any injury, sprains, or any health condition that may affect their child's safety within school premises. The school does not take responsibility of any further injury if the injured child attends the school without a fitness certificate.**