



مدرستنا الثانوية الإنجليزية الشارقة - البنين
OUR OWN ENGLISH HIGH SCHOOL, SHARJAH - BOYS

GEMS
EDUCATION

Accidents & Injuries Policy



GEMS
EDUCATION

Date of adoption: August, 2014

Date of review: April 2025

Date of next review: April 2026

Verified & Signed

Mr. Srivalsan Murugan

Principal & CEO

Accident and Injury Guidance Note

The school accords top priority to the health and safety of all stakeholders in the school. The school has appointed two full-time doctors and four nurses to handle any medical emergency, which will be according to the directives of the School Health Department.

Students and staff are covered under a medical insurance policy, which covers accidents and injuries sustained in the school.

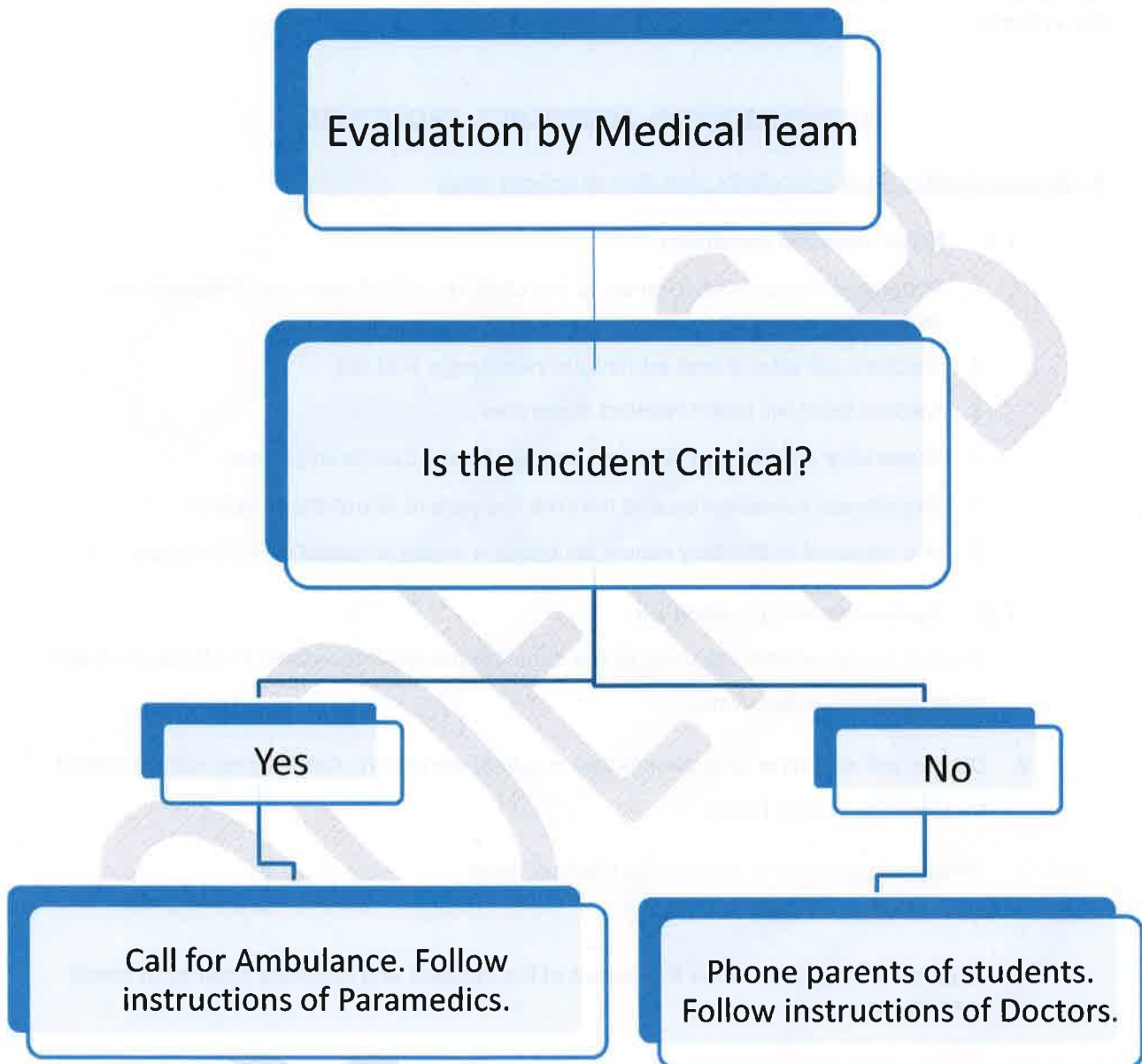
In the event of an accident or injury, students or staff may be taken to the nearest hospital for treatment as per the advice of the school doctor.

Attached you will find a flow chart that outlines the steps to be taken in the event of a student or staff member is injured:

- On campus
- On an educational tour
- When using school-provided transport

The terms of the coverage will be as per the service provider.

Accidents involving students/staff/visitors on GEMS school premises, school-provided transport, school-sponsored educational tours, and school sports events.



GEMS maintain an ongoing commitment towards the health and safety of all students registered in GEMS schools and all staff employed in GEMS schools in the United Arab Emirates.

Students and staff of GEMS schools receive insurance coverage against work-related accidents and injuries while on the school premises when using school-provided transport, and during sports events within the UAE. The coverage will be as per the terms and conditions of the provider.

OOEHSB MEDICAL EMERGENCY PROCEDURE

1. Student/Staff suffers injury/falls sick during school time:

1.1 Minor medical condition:

1. Patient is immediately rushed to the clinic by a Staff member, Prefects on duty/other students.
2. Doctors will attend and administer necessary first aid.
3. Medical team will inform relevant Supervisor.
4. Supervisor informs the Principal and the Senior Leadership Team.
5. Supervisor investigates and informs the parent about the incident.
6. It is reported in the daily report, an incident report is raised on HSE Guard.

1.2 Serious medical condition:

1. Patient is immediately rushed to the clinic by the Staff member/ Prefects on duty/ other students/Attendants.
2. Doctor will examine and assess the medical condition. Ambulance will be called by Medical/Admin Team.
3. Principal/Supervisor is informed by Medical Team
4. Supervisor /Doctor informs the parent of the incident and requests him/her to reach the hospital.
5. Follow up by the Doctor, Principal, SLT, and SMT at regular intervals, including hospital/home visits.
6. It is reported in the daily report and an incident report is raised on HSE – Guard by the Doctor.

1.3 Known Medical Condition:

1. It is mandatory that the school is informed of any existing/ new medical condition including allergies of the student immediately.

2. Patient is immediately rushed to the clinic by the Staff member/ Prefects on duty/ other students/Attendants.
3. In the case of a child showing distress due to a known medical condition (informed by Parent/School Records), the Nurse will give the treatment prescribed by the Child's Physician.
4. Medical Team informs the supervisor about the medical exigency.
5. Supervisor informs the Principal and the Senior Leadership Team.
6. Further management will be as per the Doctors' advice.

1.4 Unknown Medical Condition:

1. Patient is immediately rushed to the clinic by Staff members/ Prefects on duty/ other students/Attendants.
2. Patient is assessed by the Doctor.
3. Ambulance is called, if found necessary.
4. Medical Team informs the Supervisor.
5. Supervisor informs the Senior Leadership Team/Principal.
6. Supervisor informs the parent and advises the parent to reach the hospital.
7. Supervisor does the follow-up.
8. Incident is reported on HSE Guard upon evaluation by Doctor.