

سياسة الصحة والسلامة / العام الدراسي 2025 - 2026

سريان السياسة	العام الدراسي 2024 / 2025 (الفصل الدراسي الأول)
بدء الامتثال	1 فبراير 2026 - (فصل الخريف)
تاريخ النشر	15 يونيو 2024
تاريخ المراجعة	15 يونيو 2026
رؤية سياسة الصحة والسلامة	
تتبنى أكاديمية الأندلس الخاصة سياسة الصحة والسلامة المحدثة والهادفة لخلق بيئة تعليمية داعمة وأمنة لكافة شرائح المجتمع المدرسي بما فيهم الطلبة والهيئة العاملة والزوار والمتعاقدين والموردين وأولياء الأمور ويتجسد ذلك من خلال تحديد المهام والمسؤوليات الكفيلة بإدارة المخاطر المتعلقة بالصحة والسلامة سعياً لضمان الامتثال التام لكافة معايير سياسة الصحة والسلامة وتوطيد ثقافة المسؤولية والمساهلة في كافة أرجاء الحرم المدرسي ومرافقه المختلفة .	
الغرض من سياسة الصحة والسلامة	
الغرض المنشود لسياسة الصحة والسلامة يتجلى بوقاية وحماية كافة أعضاء المجتمع المدرسي في أكاديمية الأندلس الخاصة من جميع المخاطر المحتملة وضمان تحقيق ذلك من خلال الحد من الحوادث والإصابات ، تقليص المخاطر الصحية ، حماية الممتلكات من العبث ، تطوير الإجراءات الوقائية الفعالة ، توفير معدات الصحة والسلامة وضمان صيانتها بشكل دوري وتوفير الرعاية الصحية المناسبة لدرء المخاطر الناجمة عن الأمراض والأوبئة بالإضافة للتوعية الخاصة بالأمور الصحية والسلامة المهنية .	
المتطلبات العامة لسياسة الصحة والسلامة	
تضمن أكاديمية الأندلس الخاصة تلبية المتطلبات العامة لسياسة الصحة والسلامة وذلك من خلال المعايير والإجراءات التالية :	
الامتثال لكافة المتطلبات العامة لسياسة الصحة والسلامة المعدة من قبل دائرة التعليم والمعرفة ، مركز أبو ظبي للصحة العامة ، هيئة الصحة ، هيئة الدفاع المدني وجميع الكيانات الحكومية ذات الصلة	
التطبيق الأمثل لنظام مركز أبو ظبي للصحة العامة بمعاييره الدولية الخاصة بإدارة الكيانات العالية الخطورة والمتوسطة الخطورة والمنخفضة الخطورة على حد سواء	
تحديد المهام والمسؤوليات المنوطة بكافة أعضاء المجتمع المدرسي	
ضمان اتخاذ كافة الإجراءات الأمنية خلال الأنشطة الصفية والأنشطة المصاحبة	
تقييم التدابير المتبعة لتقييم المخاطر المدرسية المحتملة وإعداد الخطط التصحيحية للحد منها	
ضمان الامتثال التنظيمي لسياسة الصحة والسلامة التي تشرف عليها دائرة التعليم والمعرفة ، مركز أبو ظبي للصحة العامة و دائرة الصحة	
ضمان تلبية جميع المتطلبات للحصول على التراخيص والتصاريح اللازمة وكذلك الحصول على عقود سارية المفعول من دائرة التعليم والمعرفة ، مركز أبو ظبي للصحة العامة ، دائرة الصحة ، دائرة الزراعة والرقابة الغذائية ، دائرة النقل المتكامل وهيئة الدفاع المدني سعياً لتنفيذ الخطط التشغيلية .	
تبني الإجراءات المناسبة لإدارة حركة النقل في المدارس وفقاً لسياسة دائرة التعليم والمعرفة ودائرة النقل المتكامل	
ضمان تعيين مسؤول للصحة والسلامة وإدارتها ومراقبتها بفعالية وفقاً لسياسة التوظيف	
إعداد خطة التطوير المهني وتوفير التدريب المستمر والتوعية الأمنية لكافة شرائح المجتمع المدرسي بخصوص الأمور الصحية (سلامة الطريق ، إدارة المخاطر ، أساسيات مكافحة الحريق ، إجراءات الإخلاء والطوارئ ، أساسيات الإسعافات الأولية ، صحتي في غذائي ونشاطي ، واستخدام معدات الوقاية الشخصية) للمحافظة على صحة وسلامة المجتمع المدرسي.	
توفير كافة الموارد والمعدات الخاصة بالصحة والسلامة مثل (معدات الوقاية الشخصية ، طفايات الحريق ، أجهزة قياس جودة الهواء والإنارة ووحدات الإسعافات الأولية واللوحات الإرشادية لمخارج الطوارئ) .	
تثبيت نظام مراقبة ومتابعة آمن من خلال كاميرات المراقبة المنتشرة في المبنى المدرسي ومرافقه المتعددة للكشف عن السلوكيات السلبية والحد منها .	
توفير نظام حماية ثابت و متحرك لمكافحة الحرائق بالتعاون مع هيئة الدفاع المدني	
إجراء ما لا يقل عن أربع تجارب إخلاء وهمية بالتعاون مع هيئة الدفاع المدني و تقييم الجوانب الإيجابية وتلك التي تحتاج للتحسين	
ضمان تقديم الخدمات الصحية للطلبة من خلال العيادة المدرسية تماشياً مع متطلبات هيئة الصحة	
ضمان توفير رخصة العيادة وترخيص الممرضة المدرسية من قبل هيئة الصحة	
ضمان الامتثال لمتطلبات هيئة الصحة عند إجراء الفحص الطبي و إعطاء اللقاحات والتطعيمات للطلبة المعنيين .	
ضمان منع وحظر التدخين في الحرم المدرسي والمرافق التابعة له	
ضمان وصف الأدوية وفقاً لمتطلبات هيئة الصحة وموافقة أولياء الأمور على حد سواء	

- ضمان تسجيل كافة الخدمات الخاصة بالرعاية الصحية بما فيها الفحوصات الطبية الدورية والتطعيمات في سجلات الطلبة والمحافظة على سرية المعلومات الطبية تماشياً مع سياسة سجلات دائرة التعليم والمعرفة.
- إعداد خطط قريبة للطلبة ذوي الاحتياجات التعليمية تماشياً مع سياسة الدمج | دائرة التعليم والمعرفة.
- توفير نظام حماية ثابت ومتحرك (حصنك) للكشف المبكر عن الحريق والحد من مخاطره وضمان سرعة الاستجابة عند الطوارئ .
- ضمان صيانة معدات الصحة والسلامة المهنية بشكل دوري والتأكد من سريان صلاحيتها وجودة عملها.
- تبني إجراءات صارمة لضمان التخزين الآمن والاستخدام السليم للمواد الخطرة.
- التنفيذ الفعال لسياسة تحديد وزن حقائب الطلبة لحماية الطلبة من تأثيراتها السلبية وضمان إخطار أولياء الأمور بهذه السياسة
- تطبيق نظام إخطار / إبلاغ للتواصل مع أولياء الأمور وذلك من خلال (الرسائل النصية - نظام العنوان العام - تطبيقات الهواتف المتحركة)
- تشكيل اللجان الخاصة بالصحة والسلامة المهنية وتحديد المهام والمسؤوليات المنوطة بتلك اللجان.
- إعداد الخطة التطويرية للصحة والسلامة وخطة الاستجابة للطوارئ والأزمات وخطة تقييم المخاطر والخطط التصحيحية المناسبة
- تعزيز ثقافة المسؤولية والمساءلة لضمان وقاية المجتمع المدرسي من كافة أنواع المخاطر.
- ضمان توفير خدمات صحية عالية الجودة من خلال العيادة المدرسية وفقاً لمتطلبات دائرة التعليم والمعرفة وهيئة الصحة
- ضمان المحافظة على صحة وسلامة كافة أعضاء المجتمع المدرسي من المخاطر المحتملة والأمراض والأوبئة.
- توطيد التعاون مع المجتمع المحلي وبشكل خاص مراكز الرعاية الصحية والأمنية وأولياء الأمور بشكل خاص.
- تنفيذ التدقيق والتفتيش الشهري لكافة معدات الصحة والسلامة المهنية في الحرم المدرسي ومرافقه وإجراء التدقيق والتفتيش الخاص بالطرف الثالث بمعدل مرة واحدة في كل عام دراسي.
- إعداد التقارير الخاصة بمستوى الأداء لمركز الأداء ومركز أبو ظبي للصحة العامة بمعدل ربعي أي أربع مرات خلال العام الدراسي.
- توفير المصادر والموارد اللازمة (مثل الموارد المالية ، البنية التحتية إلخ) لضمان التنفيذ المناسب لسياسة الصحة والسلامة .
- تحمل العواقب والنتائج المترتبة عن عدم الامتثال لأي بند من متطلبات سياسة الصحة والسلامة المهنية
- توثيق كافة الإنجازات المتحققة أولاً بأول والتي يتوجب الكشف عليها وتدقيقها من قبل فريق التفتيش عند الحاجة.

المدير العام لأكاديمية الأندلس الخاصة

التوقيع :

ممرض المدرسة

التوقيع :

مسؤول الصحة والسلامة

التوقيع :

محمد العبد



Health & Safety Policy / Academic Year : 2025- 2026

Effective from	A/Y 2024/ 2025 { First Term }
Compliance from	A/Y 2025 /2026 1 st . February 2026 { Fall Term }
Published Date	June 2024
Revision Date	June 2026

- **Al Andalus Private Academy** adopts & implements Department of Education & Knowledge Health and Safety Policy , targeted to create a supportive & secure learning environment for all members of school community including students , staff , visitors , contractors , suppliers & students' parents & the policy vision is embodied effectively throughout allocating roles & responsibilities that ensure dynamic risk management in pursuit of being fully compliant to Health & Safety Policy criteria & fostering the culture of responsibility & accountability in all parts of the school building & its premises .

Health & Safety Policy Purpose

- The core purpose of the Health and Safety Policy is to safeguard the well-being of all individuals at **AAPA**. This includes preventing accidents and injuries, minimizing health risks, protecting personal & public property from tampering , improving precautionary measures adopted . providing health & safety equipment , ensuring periodical maintenance and provision of appropriate healthcare safeguarding , targeted to protect school community from risks and hazard a conducive learning environment. It also aims to prevent property damage and improve safety & protection measures to mitigate risks and hazards resulting from epidemic diseases , in addition to conducting specific awareness regarding **OSH** issues & concerns .

Objectives Aspired to

- The main objectives of the Health and Safety Policy include the following measures :
- Effective & unique implementation of **ADPHC MS** with its international criteria that ensure dynamic management of High – Risk entities , Medium-Risk entities & lower –Risk entities .as well .
- Ensuring the provision of all OSH equipment & resources such as **PPE** .
- Ensuring periodical maintenance of such OSH equipment to check validity and performance.
- Creating OSH committees & allocating roles & responsibilities
- Creating school HSE Improvement plan , emergency response plan , risk assessment & management plan & appropriate corrective action plans
- Creating **OSH CPD** Plan & providing ample awareness for school community , regarding health & safety issues such as Basic Fire-Fighting , Basic First Aid , healthy diet & general hygiene .
- Conducting not less than four mock evacuation drills in cooperation with **CDA** & assessing both the positive points and the ones that need improvement
- Documenting all accomplishments step by step
- Relentless on-going monitoring of students with special needs & the ones who suffer from chronic diseases such as diabetes & heart diseases
- Ensuring the confidentiality of school community medical information
- Fostering communication with local community and healthcare centres & parents in particular
- Conducting monthly audit & inspection , related to health & safety equipment & conducting 3rd. Party Audit at least once per academic year
- Reporting performance quality to **Al Adaa** & **ADPHC** on quarterly basis i.e 4 times per year

Al Andalus Private Academy (AAPA) shall :

- Ensure by law, to meet the health and safety requirements set out by **ADEK, Abu Dhabi Public Health Center (ADPHC)/ Department of Health (DoH)** and all other relevant government and regulatory entities.
- Ensure to safeguard the health and safety of their students, staff, contractors, sub-contractors, visitors, and other relevant stakeholders by putting in place clear and compliant policies and procedures for all on-site and school-related activities.
- Ensure that all staff and students receive adequate training, information, and supervision in relation to the hazards present within the school environment and within the specific area of work.
- Promote a culture of responsibility and accountability towards protecting everyone from dangers (e.g., fire accidents, laboratory accidents, etc.) and spread awareness through effective communication and consultation with employees and staff.
- Ensure to provide access to high-quality health services to all students through school-based clinics, without any additional cost to students, in compliance with **ADEK** and **DoH** regulations and requirements.

Policy

1 . School Health and Safety Policy

1.1 Policy Requirements:

- **AAPA** shall develop and implement a Health and Safety Policy that is aligned with **ADEK's** regulations and requirements. Schools shall also ensure the **Health and Safety Policy** is available on their **school website** in both Arabic and English or their language of instruction.
- **This policy shall set out the following:**
 1. The responsibility of the **Principal** and the **governing board** for the health and safety of school operations and any school-related activities.
 2. The roles and responsibilities of all members of the **school community**, including students, staff, health and safety officers, contractors, sub- contractors, relevant stakeholders, and visitors, in relation to health and safety.
 3. The procedures for ensuring the health and safety of school and extracurricular activities, including those that take place off campus.
 4. The resources and processes in place to ensure a healthy, safe, and secure school environment including promoting a culture of responsibility and accountability.
 5. The provisions for educating students and training staff on health and safety. The procedures for preventing injury and ill health. The provision for risk assessments, maintenance of the risk register, implementation of control measures, and monitoring and review of systems

1.2 Regulatory Compliance:

1. **AAPA** shall ensure that their Health and Safety Policy complies with the policies, procedures, regulations, frameworks, compliance checklists, circulars, and special instructions and their amendments issued .

& supervised by **ADEK, ADPHC/DoH, Abu Dhabi Civil Defence Authority (CDA)**, or any other relevant authority in the **UAE** regarding school activities, operations, buildings, facilities, and equipment used. **This includes:**

- a. Submission of periodic reports, audits, and action plans.
- b. Submission of relevant forms, including incident reports and management systems.
- c. Compliance with given time frames.
- d. Displaying the policy in prominent locations throughout the school and ensuring it is readily accessible to all stakeholders (including staff, students, visitors, etc.). [Type text]

2. AAPA shall meet all requirements for obtaining necessary licenses and permits and maintain valid contracts to conduct their operations from **ADEK, ADPHC/DoH, Department of Municipalities and Transport (DMT), Integrated Transport Centre (ITC), Monitoring & Control Center (MCC), CDA**, the **Abu Dhabi Agriculture and Food Safety Authority (ADAFSA)**, and/or any other relevant government or regulatory entity regulating areas related to health and safety.

3. AAPA shall maintain any inspection records, observations, and notifications made by relevant authorities, in line with the **ADEK Records Policy** and shall meet all applicable compliance requirements.

4. AAPA shall ensure that every digital incident is recorded, documented, and signed by the Principal, and stored for auditing purposes, in line with the **ADEK Digital Policy** and the **ADEK Records Policy**.

5. AAPA shall adhere to appropriate school transportation and traffic management, in line with the **ADEK Transportation Policy**, at a minimum:

a. Develop, maintain, and update a traffic management plan, detailing internal/ external traffic flow to ensure the safety of the school community, specifically during peak hours (drop-off/ pick-up timings).

b. Deploy a trained task force, composed of sufficient numbers of current staff that are assigned the task of directing traffic flow during pick-up and drop-off timings to effectively manage the daily traffic operations on or near the school grounds.

c. Maintain school bus inspection records and acquire relevant licenses for school buses, bus drivers, and bus supervisors.

d. Develop and maintain an updated transport emergency and communication plan which shall be communicated appropriately to all stakeholders.

1.3 Mandatory Recruitment of a Health and Safety Officer and Resources:

- **AAPA** shall appoint a **Health and Safety Officer** to effectively implement, oversee, manage, and monitor the **Health and Safety Policy**.

- 1.** The **Health and Safety Officer** is a dedicated full-time role. They may only be assigned to other relevant roles (e.g., facilities manager) as long as health and safety remains their priority. A deputy may be assigned by the members of the Health and Safety Committee to cover shorter leave periods.
- 2.** The **Health and Safety Officer** is required to remain on the school premises at all times during the school day. Multiple school campuses are not authorized to share a Health and Safety Officer.
- 3.** The **Health and Safety Officer** shall be adequately trained to implement the policy and meet the following minimum requirements, as indicated in **Table 1**. Health and Safety Officer Position,

including meeting any other Abu Dhabi Occupational Safety and Health System Framework (OSHAD-SF) requirements.

4. a. The **Health and Safety Officer** shall be subject to all other applicable requirements from relevant authorities such as but not limited to **ADPHC/DoH** and **Abu Dhabi Quality and Conformity Council (QCC)**.
5. b. Current Health and Safety Officers who do not meet the position requirements may continue to be employed for the role but are obligated to meet the requirements of the position by 1 February 2026.
6. c. New Health and Safety Officers who do not fully meet the requirements for the role may be hired but are obligated to meet the requirements of the position by 1 February 2026.

Table 1: Health and Safety Officer Position

Role	Oversees the development, implementation, and maintenance of health and safety systems, policies, documentation, and practice in a school.		
Minimum Eligibility	The Health and Safety Officer shall meet qualifications as per the ADPHC/DoH/ OSHAD-SF risk classification notification (and amendments		
OSHAD Risk Classification	Main Qualification	Additional Qualifications	Experience
High-Risk Entities	QFE 7 (Bachelor's Degree) in Health & Safety QFE 7 (Bachelor's Degree) in another subject & National Examination Board in Occupational Safety & Health (NEBOSH)Certification	- Course on Incident Investigation and Reporting - Accredited First Aider and Fire Fighter - Knowledge of ADPHC's electronic OSH reporting system	Minimum 5 + years of Health & Safety
Medium Risk Entities	QFE 7 (Bachelor's Degree) in another subject & Institute of Occupational Safety and Health (IOSH) Certification	- Course on Risk Assessment and Hazard Analysis -Accredited First Aider and Fire Fighter • Knowledge of ADPHC's electronic OSH reporting system	Minimum 2+ years of Health & Safety

***Low-risk classification** requires the same main and additional qualifications as for medium-risk classifications; however, no experience is required. **Only high and medium OSHAD-SF risk classifications apply to schools.**

4. HEALTH AND SAFETY OFFICER Responsibilities :

- The **Health and Safety Officer** shall adhere to the following responsibilities, in line with **OSHAD-SF** risk classification, requirements, and updates:
 - a.** Develop, implement, and maintain an occupational safety and health management system including **ADPHC/DoH** fulfillment of periodic submissions, together with other relevant authorities' requirements, based on school risk classification.
 - b.** Establish a clearly defined leadership structure of health and safety related matters within the school including delegation mechanisms and linkages with external stakeholder requirements.
 - c.** Ensure relevant staff training including appropriate handover and induction training for new employees and contractors.
 - d.** Carry out hazard identification, risk assessment, and control measures to ensure risk mitigation in crucial areas (for example, school bus services, parents pick-up and drop-off, traffic flow management, etc.).
 - e.** Develop, maintain, and periodically update both an **Emergency Response Plan** and an **Occupational Injuries Register**.
 - f.** Establish a **School Health and Safety Committee** to handle all related matters.
 - g.** Maintain records of incident investigations as part of an incident register and report (via **ADEK** and **ADPHC** electronic **OSH** reporting system) on a timely basis.
 - h.** Liaise with the school's Safeguarding Committee or Lead, in line with the **ADEK Safeguarding Policy**, to maintain sufficient supervision and monitoring of students, with full visual coverage, to safeguard against and tend to incidents.
- 5. For detailed requirements as per the school's risk classification, refer to the **OSHAD-SF** and its latest system framework updates.
- 6. **AAPA** shall set aside adequate resources (e.g., **financial resources, necessary infrastructure**, etc.) to appropriately implement this policy.

2. Education and Training

2.1 Student Education: **AAPA** shall educate all students on health and safety, including teaching road safety, risk management, fire safety, using personal protection equipment, emergency and evacuation procedures, basic first aid training, and personal physical awareness.

2.2 Staff Training: **AAPA** shall ensure that all staff receive training to equip them with the foundational knowledge (including reporting hazardous and health and safety- related incidents) and practical skills to safeguard student health and safety, in line with the **ADPHC/DoH** and **OSHAD-SF** guidelines. **This training shall include, but is not limited to:**

1. Procedures for safeguarding students in the case of an emergency on campus or during a school-related activity (e.g., in the event of a fire or security incident), in line with the **ADEK Safeguarding Policy**.

2. **AAPA** shall conduct a risk assessment to determine the type and level of health and safety-related training (e.g., **first aid, fire safety**) that staff would require, based on the school's own risk assessment and as per **Abu Dhabi and UAE** regulations, where applicable.

3. Health and Safety Requirements

3.1 General Health and Safety Measures: AAPA shall ensure that:

1. Procedures relating to the secure storage and safe use of potentially dangerous substances and equipment (e.g., **laboratory chemicals and equipment, biological materials, cleaning substances, workshop tools, and maintenance equipment**) are meticulously followed, as per **CDA, ADPHC/DoH, ADAFSA**, and/or any other relevant government or regulatory entity.
2. All equipment used by the **AAPA** is regularly tested and maintained in safe working condition, in line with regulatory requirements and manufacturer recommendations.
3. Regular safety assessments are carried out (e.g., **fire safety systems/ equipment, emergency evacuation plans, emergency lighting, emergency response equipment**), as required by **ADEK, ADPHC/DoH**, and all other relevant authorities.
4. The site is equipped with fully functioning and effective security and systems to prevent and detect crime, vandalism, unlawful behavior, and inappropriate conduct; and surveillance provisions are in place in line with the **ADEK Digital Policy** and the **Manual of Surveillance Devices (MCC, 2022)**.
5. The site is equipped with fully functioning and effective fixed and portable protection systems for fire prevention and detection (**see Section 3.4 Fire Protection**).

3.2 Weight Limits of School Bags:

AAPA shall adhere to **maximum weight limits for students' school bags** and ensure that this policy is communicated to parents.

1. **A student's school bag** shall not exceed **5-10% of a child's body weight** when packed (considering individual factors such as the student's overall health, physical strength, and any existing health conditions) to avoid adverse effects on their spine or body as per **Table 1**.

Maximum Backpack Weight Limit per Grade.

KG1 / FS 2	Not exceed 2 kgs
KG 2 / Year 1	
Gr 1 / Year 2	
Gr 2 / Year 3	
Gr 3 / Year 4	Not exceed 3 to 4.5 kgs
Gr 4 / Year 5	
Gr 5 / Year 6	
Gr 6 / Year 7	Not exceed 6 to 8 kgs
Gr 7 / Year 8	
Gr 8 / Year 9	
Gr 9 / Year 10	Not exceed 10 kgs
Gr 10 / Year 11	
Gr 11 / Year 12	
Gr 12 / Year 13	

*Maximum school bag weight was calculated based on the **American Chiropractic Association (ACA)** recommendations

3.3 Smoke-free campus: **AAPA** shall maintain a smoke-free environment, within the school premises or in the perimeter outside the school premises as defined by **ADPHC/DoH**, by enforcing a strict no-smoking policy (e-cigarettes/ vaping included) for all students, staff, and visitors.

3.4 Fire Protection: **AAPA** shall equip their premises with integrated and effective systems, both fixed and mobile, for fire protection and detection, including **fire detection systems, fire suppression systems, and fire sprinkler systems.**

1. AAPA shall ensure that these systems are fully compliant with the specifications set out by the **CDA** and obtain the necessary valid licenses for such systems.

2. AAPA shall maintain inspection records and notifications relating to their fire protection and detection systems, in line with the **ADEK Records Policy.**

3. AAPA shall install the **HASSANTUK** system (if directed by the **CDA** and/or relevant authorities) to ensure timely response to fire and life safety emergencies.

3.5 Liquid Petroleum Gas (LPG): **AAPA** shall not use **LPG** except for educational purposes and shall have a central **LPG** system (no individual burners or cylinders). The main supply line shall be located outside of the school building and properly secured from access by students and any other unauthorized persons. This main **LPG** supply must comply with the requirements of the **CDA**. This distribution system must be linked to the school's fire alarm system and must comply with the requirements of the **CDA**.

3.6 Emergency Planning: **AAPA** shall prioritize student safety in an emergency.

Emergency Planning: **AAPA** shall prioritize student safety in an emergency.

1. The Principal is responsible for drawing up a **School Emergency Plan** setting out the circumstances defining an emergency and the resulting safeguarding and evacuation procedures to be followed.

2. AAPA shall conduct **emergency drills** at least annually (or **as per civil defense requirements**) to maintain their preparedness for emergencies and identify potential weaknesses or gaps in their execution. Schools shall document and maintain a log of observations from such emergency drills.

3. AAPA shall have a **notification system** in place to quickly communicate information to parents (e.g., **text message system, public address system, or mobile apps**) in the event of an emergency.

3.7 Health and Safety-Related Mental Health Support: **AAPA** shall provide students and staff with mental health support following any serious whole-school emergency situations, in line with the **ADEK Student Mental Health Policy** and the **ADEK Staff Wellbeing Policy.**

4. Health System

4.1 Provision of Medical Services:

1. **School Clinics:** **AAPA** shall establish and manage a clinic on the school's premises to provide healthcare services to students, in line with **DoH** requirements and standards. Schools are required to obtain and maintain a **DoH** healthcare facility license in order to operate their clinic.

2. **School Nurse:** **AAPA** shall employ a full-time school nurse with a valid **DoH** healthcare professional license, in line with **DoH** requirements and the **ADEK Coeducation Policy**. Schools shall ensure that the school nurse meets the professional qualifications requirements and performance criteria set for them by **DoH**, and fully understands and strictly adheres to all **DoH** standards regulating the administering of medication in schools.

3. **Administering of Medication:** **AAPA** shall ensure that medication is administered including the handling of accidents and medical emergencies (such as **anaphylaxis** and **seizures**), as per **DoH requirements** and a **completed parental consent form** that is renewed each term or whenever there is a change in student's medication.

4.2 **Inclusion:** **AAPA** shall provide **individual healthcare plans for students with additional learning needs**, where appropriate, in line with the **ADEK Inclusion Policy**.

4.3 **Health Screening:** **AAPA** shall ensure that regular basic and comprehensive health screening is conducted in compliance with the **DoH** requirements.

4.4 **Immunization:** **AAPA** shall allow access to **DoH**-appointed health providers and facilitate their task of conducting the school-based immunization program for students as per **DoH's** guidelines.

4.5 **Student Records:** **AAPA** shall ensure that all medical care provided at school, including any medication administered, health screening, immunization, and the outcomes of any medical interventions, are recorded in the student's medical record while maintaining confidentiality in line with the **ADEK Records Policy**.

5. Compliance :

- 5.1 This policy shall be **effective** at of the start of the **Academic Year 2024/25 (Full term)**. Schools are expected to be fully **compliant** with this policy by **1 February 2026. (Fall Term)**
- 5.2 **Failure to comply with this policy shall be subject to legal accountability and the penalties stipulated in accordance with ADEK's regulations, policies, and requirements**, notwithstanding any other penalties imposed by **Federal Decree Law No. (31) of 2021** Promulgating the Crimes and Penalties and its amendments or any other relevant law. **ADEK reserves the right to intervene if the school is found to be in violation of its obligations.**

Health & Safety Officer

School Nurse

Approved By : AAPA Principal

Signature :

Signature :

Signature: