



INFECTION CONTROL POLICY

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This document is subject to change throughout the academic year

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Aims:

International Concept for Education aims to provide a set of measures to keep our students safe, healthy, and to reduce the spread of illness through cross infection, by ensuring a secure and caring environment. Children must feel well enough to participate in school in order to learn effectively and gain the most out of the school day. Children recover more quickly at home with adequate rest, nutrition and hydration. A child returning to school, who has not recovered fully from an illness, not only exposes other children to the illness, but it also delays the child's recovery time.

It is important that we comply with the standards and the regulations of the Dubai Health Authority. To achieve this we would like to make you aware of the following guidelines and regulations so that you understand how the medical services operate at ICE School.

Following are few helpful school clinic policies which are in line with the Dubai Health Authority School Health Guidelines:

I. School Responsibilities:

1. Implement local infection control practices.
2. Providing orientation, in-service education and resource materials for school personnel regarding management of communicable diseases
3. Educating parents to keep children home when there are signs of disease and to secure appropriate treatment.
4. Record –keeping and retrieval procedures regarding non-immunized children.
5. Exclusion and follow-up of children who are not immunized against vaccine preventable diseases or who have contacted a communicable disease or infestation
6. Designating the school nurse (or other school official) for the reporting of “notifiable” communicable diseases.

II. Parents Responsibilities:

1. For security reasons, the KHDA require the school to know your child is safe at home, therefore, all absences must be accounted for on a daily basis. Please phone the school reception before 8:30am EVERY DAY your child is absent. On return to school a letter is required stating the reason for their absence.
2. Children with the following illnesses must have commenced treatment/secretions stopped before they return to school, and the last occurrence of symptoms must be at least 24 hours:

- ✓ fever
- ✓ heavy nasal discharge
- ✓ A suspected contagious rash

- ✓ sore throat
 - ✓ persistent cough
 - ✓ vomiting
 - ✓ diarrhea
 - ✓ Red, watery and painful eyes
3. If your child has an infected sore or wound, it must be covered by a well-sealed dressing or plaster.
 4. If your child is assessed by the school nurse and thought to be a possible source of infection to other students and staff, you will be contacted to take them out of school immediately. Your child may need to be seen by a doctor.
 5. Please ensure your child's vaccinations are up to date, as advised by the school doctor or nurse, who advises as per the UAE regulations recommended by the Dubai Health Authority.
 6. Head lice / Pediculosis: It is a parental responsibility to inspect your child's hair for head lice on a weekly basis with a fine tooth comb. Please inform the school nurse if you detect and treat your child for head lice.
 7. Please inform the school if your child has been, or is being treated for a medical condition.
 8. Parents must make every effort to collect their children with a contagious condition from school as soon as possible after being notified by the school.
 9. Due to the fact that there are students with nut allergies, nuts and food containing nut protein are strictly forbidden! A peanut allergy can result in a potentially fatal anaphylactic reaction. The parents of these students trust you to ensure your child does not bring nuts to school.

III. Student's Responsibilities

1. Remain home when ill.
2. Report to the teacher when they feel sick at school.
3. Avoid close contact with other children who have respiratory or communicable diseases.
4. Practice good habits of cleanliness.
5. Dress appropriately for the weather.

IV. The School Clinic

Our school clinic has a certified Dubai Health Authority (DHA) licensed full time Nurse and a part time Doctor. We provide standard equipment, supplies, and health services which are in line with DHA School Health Guidelines. This includes screenings and referrals, administering medications and treatments, providing first aid, providing health counseling and education.

V. Medical Examination

In accordance with the regulations of the Dubai Health Authority (DHA), all schools are required to conduct medical examinations of the following students:

- All New Students
- School Leaving

The purpose of the medical examination is to detect any abnormalities or defect which might need medical intervention. The school doctor, assisted by the nurse will conduct a non-invasive procedure to screen the body systems, including examination of chest, heart, abdomen, skin, eyes, ears, throat, musculoskeletal, nervous system and assessment of growth and mental development. The results of the examinations are documented in the School Health Record and a Medical Report will be given to each child.

VI. Administration of Medication Policy

It may occur that during the school day, children may have fever, pain or might hurt themselves. The nurse and the doctor are therefore asked to provide care and treatment. Prior to school admission the parents are required to submit a signed consent form that states list of medicines available in the clinic. The form can be acquired from the clinic or school website.

If a student has been given any sort of medication during school hours, a Doctor's Prescription is required with the medicine in original packaging, well labeled with name of the student, dosage and timing. A parent/guardian will deliver the medicine to the clinic with a Written Authorization for OTC (over-the-counter) medicine and prior approval by a health care provider designating the intended use of the medication. Medication will not be dispensed without written permission.

In case your child has an illness like allergy, asthma, epilepsy or Diabetes, please ensure to provide labeled emergency medicine (epi-pen, inhalers, anti-epileptic, Insulin etc.) to the school clinic. Except for asthma inhalers students are not allowed to carry medicines in their bag and should only take medicine in supervision of a school nurse.

VII. Medical Forms

The following forms are required to be submitted to the School Clinic, through the Admission Office, prior to the child's commencement at ICE School.

- Medical Record and Consent Declaration (4pages)
- Updated Copy of Immunization Record

As and when it is appropriate, parents or guardians may receive the following notifications from the School Nurse:



- Notification of Head Lice
- Immunization Information to Parents
- Other general illness or injury notifications

For conditions that require emergency care (Asthma, Allergy, Diabetes and epilepsy), action plan forms are available in school clinic. Please update the clinic of any change in your child's medical/surgical history and of any change in your contact details.

VIII. Healthy Food

All the pupils have their lunch in the school.

A catering service is available for lunch at ICE. If Parents do not wish to register their child at the school restaurant, students are allowed to bring a nutritious lunch box labeled with their name to school. Elementary students may bring morning and/or afternoon snacks. Classroom rules apply. Parents of children with food allergies must send a lunch box and inform the child's teacher and school nurse in writing of the type of allergy.

It is strictly forbidden to bring peanut based products and cans.

IX. Children with Special Needs

Children with special needs may be admitted at the school: their case is examined individually by a commission including the Director, the physician, the nurse and the teacher. A special personal education plan is organized for each child with special needs who has been accepted and his progress is regularly monitored.

X. Immunization

The parents are required to submit updated vaccination documents to the School Nurse for record purposes prior to starting the School. The clinic conducts a vaccination program for students once in a year in liaison with DHA based on World Health Organization recommendation. Parents will be notified 2-3 weeks in advance about the program.

XI. Accidents and emergency

In case your child requires emergency treatment, every effort will be made to contact you. To assist with this, please keep the nurse informed of any changes in your contact details. If needed, an ambulance will be called on 999 to transfer your child to a government hospital as per their policy (usually Rashid, or Latifa Hospital).

XII. ANNEX A: CORONA VIRUS PREVENTION MEASURES

FOLLOWING THE OUTBREAK OF THE NOVEL CORONAVIRUS (nCoV) IN CHINA IN JANUARY 2020, THE SCHOOL HAS UNDERTAKEN THE FOLLOWING MEASURES TO PROTECT ITS PUPILS, STAFF AND PARENTS IN LINE WITH THE DUBAI HEALTH AUTHORITY DIRECTIVES DATED 1/2/2020

The educational environment in schools and universities is considered safe and the use of masks is not recommended under normal circumstances for students or educational staff

- In case of a student, a person from the educational and administrative staff or employees of the educational institutions has recently returned (during the last 14 days) he or a member of his family from China, regardless of the presence of symptoms, he must be excused from school for a period of 14 days from the date of arrival
- In the event that symptoms such as fever, coughing or shortness of breath (flu like symptoms) appear in a student, educational and administrative staff, or employees in your educational institutions, kindly refer the case to the nurse in your educational institution for evaluation and taking the necessary medical action
- It is recommended to avoid close contact with symptomatic people who have fever cough or shortness of breath flu like symptoms)
- It is recommended that parents are advised to keep their children at home if respiratory symptoms such as cough or cold appear

Please follow and publish the following guidelines in educational institutions to prevent infection

1. Hand hygiene cleaning hands for at least 20 seconds
2. Use hand sanitizer if soap and water are not available
3. Cough and sneeze etiquette covering the mouth with inner
4. Elbow or by using tissue papers instead of hands
5. Making sure of availability of hand sanitizer

In the case of a student with respiratory symptoms who has recently returned (during the last 14 days) he or a member of his family from China or any endemic area, the nurse will do the following:

1. Follow all directions in ADPHC DG 2 2020 Circular
2. Wear the N 95 mask
3. Provide the suspected case with a surgical mask until the case is transferred and necessary medical action is taken
4. Coordinate with the operations center at the department of Health Abu Dhabi (to determine the specified receiving hospital for the suspected case)
5. Report the suspected case of 2019 nCoV through the Electronic reporting system for reporting infectious diseases



School management is advised to maintain good hygienic standard of the school premises through

thorough cleansing and disinfection daily

- Clean and disinfect frequently touched surfaces, furniture, toys, commonly shared items and floor at least daily by using appropriate disinfectant
- If places are contaminated by respiratory secretions, vomitus or excreta, use strong absorbent disposable towels to wipe them away then disinfect the surface and the neighboring area with appropriate disinfectant
- Cleaning staff should wear appropriate PPE if infectious diseases is suspected