NAME OF POLICY	SCHOOL CLINIC POLICY DURING PUBLIC HEALTH EMERGENCIES
APPROVED BY	DIRECTOR & PRINCIPAL
APPROVED ON	MARCH 2026
NEXT REVIEW	MARCH 2027
RELATED POLICIES	Clinic policy for school health services, First aid policy, Sick student policy, Incident reporting policy, school fitness policy, Referral pathway, Health and Safety policy, wellbeing policy

Distribution list:

- Principal & Director
- VP's
- HM's
- Sr. Manager (Admin)
- Supervisors
- Admin Staff

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INTRODUCTION

School health services should always be prepared for any public health emergency to handle medical concerns of students and staff in school and in local community as per the directive of MOHAP.

To support public health and social measures during public health emergencies is our social responsibility towards the country.

AIMS

1. To provide comprehensive school health care services to students and staff as per the directive of Ministry of Health and Prevention, Sharjah. And SPEA.

2. To ensure that school health services are always available while students and staff are in school premises, and off the school premises whilst on school visits/educational trips.

3. To anticipate public emergency, assistance to students in a safe and infection-controlled environment and proper referral if needed is our priority.

4. To ensure we are always prepared with our medical services to participate for any public health emergency at school and community level.

OBJECTIVES

1. To ensure appropriate number of medical trained staff – Nurses and doctors are available to handle the medical needs of students and staff in school and at community level.

2. To provide relevant training to any public health emergency.

3. To provide correct information to staff and parent as per the directive of MOHAP.

4. To provide sufficient and appropriate resources and facilities.

ROLES AND RESPONSIBILITIES

Responsible Executive -Vice-Principal

1. He / She establishes school health services policies.
2. He/ She is responsible for the activities of the facility and its staff.
3. He / She shall assure us that all procedures are carried out by or under the direction of qualified, skilled and experienced licensed professionals.
4. Policies and procedures governing the orderly conduct of the facility should be in writing and should be reviewed annually.
5. All applicable regulations must be observed.

Responsible office- Administration- Senior Manager

1. He / She will implement administrative policies to provide quality healthcare in and safe health environment.

2. To ensure that the facilities and personnel are adequate and appropriate for the type of procedures performed.

3. To ensure proper referral in case of emergency.

School medical Team (DOCTORS AND NURSES)

1. The school clinic is responsible for observing the policy.

2. To maintain each student's medical health record during public health emergency.

3. To deliver first aid /Emergency treatment to students and staff

4. To offer parents advice and reassurance on medical or practical concerns they may have regarding public health emergencies.

5. To guide and identify staff and students for contact tracing in cases of communicable disease in the school premises.

6. To offer advice to teachers and staff on any health concerns they may have regarding students in their class.

7. To ensure School doctors and nurses give their full support to community and country during any public health emergency in collaboration with Government ministries.
During Covid pandemic (2020-2022) school medical team played a huge role towards public health and social measures as per the directives of MOHAP and SPEA.

REPORTING OF EMERGENCY

1. Immediately incident of public health emergency is informed to school administration, staff and parent as per the directive of MOHAP and SPEA.

2. A report is written immediately and submitted to school administration.

3. All required health information by MOHAP in case of public health emergency will be uploaded on their portal.

REVIEW OF POLICY

The policies should be reviewed on an annual basis or at any public health emergency occurrence.

REVIEWED BY

VP Operations (Health & Safety) VP Holistic
School Doctor

SCHOOL CLINIC HELPLINE NUMBER

School Medical Team — EXT-208/288/233
School Clinic Email:CLINICSR@msdpssharjah.com / CLINICPR@msdpsharjah.com School Clinic Working Hours: 07:30 / 02:30