



School Clinic Policy

We have an equipped clinic at Newton International Academy which is staffed by nurses. The nurses are responsible for administering any first aid or prescription medicines that your child may require during the school day.

Objective:

- ☐ To encourage personal health maintenance
- ☐ To assure adequate medical care and rehabilitation of the ill and injured
- ☐ To protect the school community against health hazards in the school environment
- ☐ To facilitate suitability of medically unfit students to resume classes, without putting at risk their own health and safety or that of the other members of the school community.

Medical Care

Though your son/daughter will normally obtain medical care from your family medical doctor, we hold medical information of all our pupils in order to ensure that we can provide appropriately for their needs, and look after them if they are injured or if they had an accident. We would therefore be grateful if you can complete and return the Medical Forms that would be sending home with their report at the end of each session/enclosed with other admission documents before he/she joins the school.

Medical Examinations

The Supreme Council of Health established certain programs that will help in your child's health and development. An e-mail will be sent to the parents regarding their consent for these examinations:

- ☐ Annual Eye Screening
- ☐ BMI (Height and Weight) Monitoring

Medical Reports

A medical report must be submitted to the school where there is any change in health condition or a new medical condition for your child. Changes in certain health conditions may impact on the well-being of the student and any treatment given by the clinic.

If your child has a pre-existing condition such as diabetes, asthma, and/or allergies, the school nurse must be notified.

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Policy on Injury

The safety of our children is of utmost priority, however sometimes accidents do happen and we follow the following procedures when dealing with such a situation:

- ☐ The nurse will assess the extent of injuries and will carry out the necessary first aid procedures.
- ☐ In case of injury, such as head trauma or a fall from a high place, the nurse will inform the parents or guardian after appropriate first-aid treatment were given and provide them with an Accident Form; if necessary, the nurse will call for medical support or ambulance (999).

Off-campus injuries and recurrent complaints

During school trips, a first aider/s is/are always present to give care to students that require treatment.

Injuries incurred after school hours can still be attended if the school nurses are still in the clinic. Parents will be notified and the recommended action advised, when necessary.

Students often present themselves with the same complaints for several days. We aim to provide the optimal care, however it is to be noted that we are not a health center or a walk-in clinic. Students should be taken to their preferred physician for the required treatment to be done.

Communication with Parents

- ☐ When a child is unwell, he/she is given a “Notification of Treatment” slip from the teacher in order to let the child go to the nurse. After which, the nurse will give the necessary treatment and completely fill-up the slip. The slip will then be given to the child and be shown to their parents, in order to let the parents be aware of any illness/ health-related complaints that the child is having while in school.
- ☐ Parents will be notified by telephone and/or email if needed.
- ☐ Clinic staff may contact parents if they need to obtain some information about the child or inform child’s parents about administering medication.
- ☐ Parents will be informed immediately if their child is unwell and needs to be collected from the school at the earliest. We will not put a child who is ill or distressed on a school bus. The parents must collect their child as a matter of priority.



Policy on Administering Medications to a Child

The school clinic has its own supply of medications that are recommended for First-Aid only. Prior to administering of any medication to an early-year and/or primary school child, parents will be notified and verbal consent will be obtained. Parents of secondary school students will be notified when a student visits the school clinic repeatedly with the same complaint. Analgesia (pain relief medicine) will not be administered to the same student more than two times a term without parental consent. Students may receive medications such as Paracetamol, Advil, and etc. several times during a term if required. If a student would need a medication/s to be administered during school hours, a doctor's prescription needs to be obtained.

Medicines and Treatment brought to School

- ☒ Parents or Guardian must deliver medicine with a prescription to the school nurse, if necessary, and pick up any leftover medication at home time. The parent or guardian must fill up a Medication Consent Form upon giving the medicine (Please see Appendix A).
- ☒ If the student has a medical condition which necessitates regular access to medication, please inform the school nurses, so that an appropriate regime can be devised. Our policy concerning medication must be followed for the protection of all our students.
- ☒ A special medication administration permit must be filled out by parent/guardian before medications such as antibiotics, analgesics or any other such medication, can be administered to a child. These forms are readily available in the school clinic. Any dosage change/s must also have written instruction by a doctor. (Please see Appendix A1).
- ☒ The first/starting dose of all medication must be administered at home. The school clinic will only administer continuation doses.
- ☒ Alternative medications such as herbal remedies can be administered, provided that it has a parental consent. The nurse has the right to disagree in administering the alternative medication if she thinks it will cause more harm to the child than good.
- ☒ No student is to have any medicine (this includes over-the counter and prescription medicine) on their own at any time.

Policy on Illness

A gentle reminder for parents, if your child is not feeling well before coming to school, it is highly recommended to let the child rest at home. The child will not be able to concentrate and perform very well in activities in class, if he/she is unwell.

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Fever

Pupils with a temperature above 37.7°C should be rested at home. If a child develops a fever during the school day, parents will be notified to collect their child as soon as possible. Child with the raised temperature will not be sent home on a school bus.

During assessments, a child with fever, are advised to have a check-up with their preferred doctor and the child should stay at home until he/she is well. The child may return to school if he/she is afebrile (temperature not higher than 37.5°C) for 24 hours without using fever-reducing medications such as Calpol, Adol, Advil, Ibuprofen, etc. The child must have a medical certificate, in order to let the child take the missed assessment. Certain parents who instruct the child to take an assessment and have an early leave from school are not encouraged by the school management.

In case of a very high temperature or if the child has a history of febrile convulsions, the clinic staff will immediately render care and begin sponging or bathing him/her to reduce the intensity of the fever. Parents will be told to come into school immediately.

Contagious illness

Guidelines for the unusual conditions should be followed. These conditions are: Conjunctivitis, Chicken pox, Gastroenteritis, Hand Foot and Mouth Disease. However, the list is not limited to the above mentioned conditions.

If a student develops vomiting and/or diarrhoea, he/she should be seen by a doctor and rest at home for the duration of illness (48 hours) or if necessary admitted to the hospital. The child should also be excluded in swimming activities for a week.

The time period for each condition varies, so we request that a child receives proper care at home as long as it is needed, upon returning to school, a medical certificate from the attending physician or paediatrician must be provided. If the child returns to school prior to the completion of the recommended isolation time, parents will be requested to take their child home.

Diabetes

Diabetes is a chronic metabolic disorder in which the body has a deficiency in producing insulin or cannot use insulin properly. Insulin is a hormone that is needed to convert sugar and starches into energy needed by the cells.

The causes for diabetes are unknown, but it appears to be a combination of genetics and environmental factors. There are two main types of diabetes: Type 1 and Type 2.

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During the first term, the nurse will give an Individual Health Care Plan (IHCP) forms to a student with diabetes. He or she must let his or her doctor fill-up the forms and give to the nurse once completed. Each IHCP include written orders from the student's physician outlining the dose and indications for insulin administration that are necessary in managing the student's condition. Insulin administration will only be given to those students with a completed IHCP form. If the hyperglycemic child has not completed the IHCP form, he or she will be sent home by the nurse, if necessary.

Students with diabetes must check (or test) their blood glucose levels throughout the day using a glucometer. The items needed for diabetes management should be provided by the parents.

According to Qatar Diabetes Association Guidelines, the usual timings for blood sugar monitoring are:

- ☒ Before all snacks and meals
- ☒ Before, during and after exercise
- ☒ 2 hours after the meal, if requested by the physician
- ☒ Upon symptoms of hypoglycemia (low glucose level) and hyperglycemia (high glucose level).

Routine blood glucose testing helps in avoiding emergency situations, as well as keeping the child alert and responsive to learning. The nurse will take part in blood glucose monitoring and management within school hours.

The diabetic child will be given a Diabetic Card from the nurse, in order for the teacher and/or teaching assistant will be aware of the child's condition. He/she will be given privileges to check his/her blood sugar level, go to the toilet etc., when necessary. (Please see Appendix B)

Asthma

Asthma is the most common chronic illness during childhood. The most common symptoms of childhood asthma are coughing and wheezing.

The school upholds a "No Smoking Policy" in order to have a healthy learning environment to children with/ without asthma. The school will as far as possible not use chemicals that are potential triggers for asthma.

The parents or guardians of students with asthma are responsible for:

- ☒ Providing the school with an inhaler: It will be kept in the school clinic.
- ☒ Children must be aware of the timings of taking their inhaler or nebulizer.
- ☒ Ensuring the inhalers are in date.

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The nurse will be responsible for the inhaler/ nebulizer to be given on time, with the right dose as prescribed by the physician. The parents/guardians will be contacted if necessary, for any concerns regarding the child with asthma.

Allergic Reactions/ Anaphylaxis

Anaphylaxis is an acute, severe allergic reaction requiring immediate medical attention. Although life-threatening, anaphylaxis is manageable, with sound precautionary measures from the staff, school life can continue as normal for all those concerned.

Common causes include foods such as nuts, sesame, eggs, cow's milk, fish, shellfish, and certain fruits such as kiwi fruit. Whilst non-food causes include Penicillin or any other medication, latex (rubber) and the venom of stinging insects (such as bees, wasps or hornets) are other causes of anaphylaxis.

The school provides a "nut-free" menu at the canteen, which is beneficial for students that have food allergies.

The parents or guardians of students with allergic reactions are responsible for:

- Providing the school with one (1) EpiPen.
- Children must know their allergies and the needed management.
- Ensuring that the EpiPen are in date and in good condition.

In an event of a severe allergic reaction, the EpiPen (adrenaline injection) should be administered into the muscle of the upper outer thigh. **An ambulance should always be called after injection.**

Appendix A

Child's Name: _____ Class: _____

Name of Medicine: _____

Dose: _____

Timing: _____

Special Instructions: _____

Parent's/ Guardian's Name and Contact No.: _____

The above information is to the best of my knowledge accurate at the time of writing and I give my consent to the school nurse in administering the medication in accordance with the school policy.

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Date: _____

(Parent's/ Guardian's Signature)

Appendix A1

Special Medication Administration Permit

I authorise the school nurse to administer for my son/daughter:

(Name of Student) _____ (Class) _____

the following medicines: 1. _____

2. _____

Parent's Name and Signature: _____ Date: _____

Contact No.:

Nurse's Name and Signature: _____ Date: _____