



ST. MARY'S *Catholic High School, Dubai*

MINOR INJURIES, EMERGENCY & PATIENT TRANSFER POLICY

2026-2027



READINESS PLAN / EMERGENCY RESPONSE **REFERRAL CRITERIA, MINOR INJURIES, FIRST** **AID, EMERGENCY & PATIENT TRANSFER POLICY**

"SAFETY FIRST" policy:

The school considers students safety as one of its prime responsibilities and it has taken all the precautionary measures to ensure students' safety.

In case of an accident/ injury/ emergency, it will be dealt in the following manner;

Minor injuries/ Non-emergency cases:

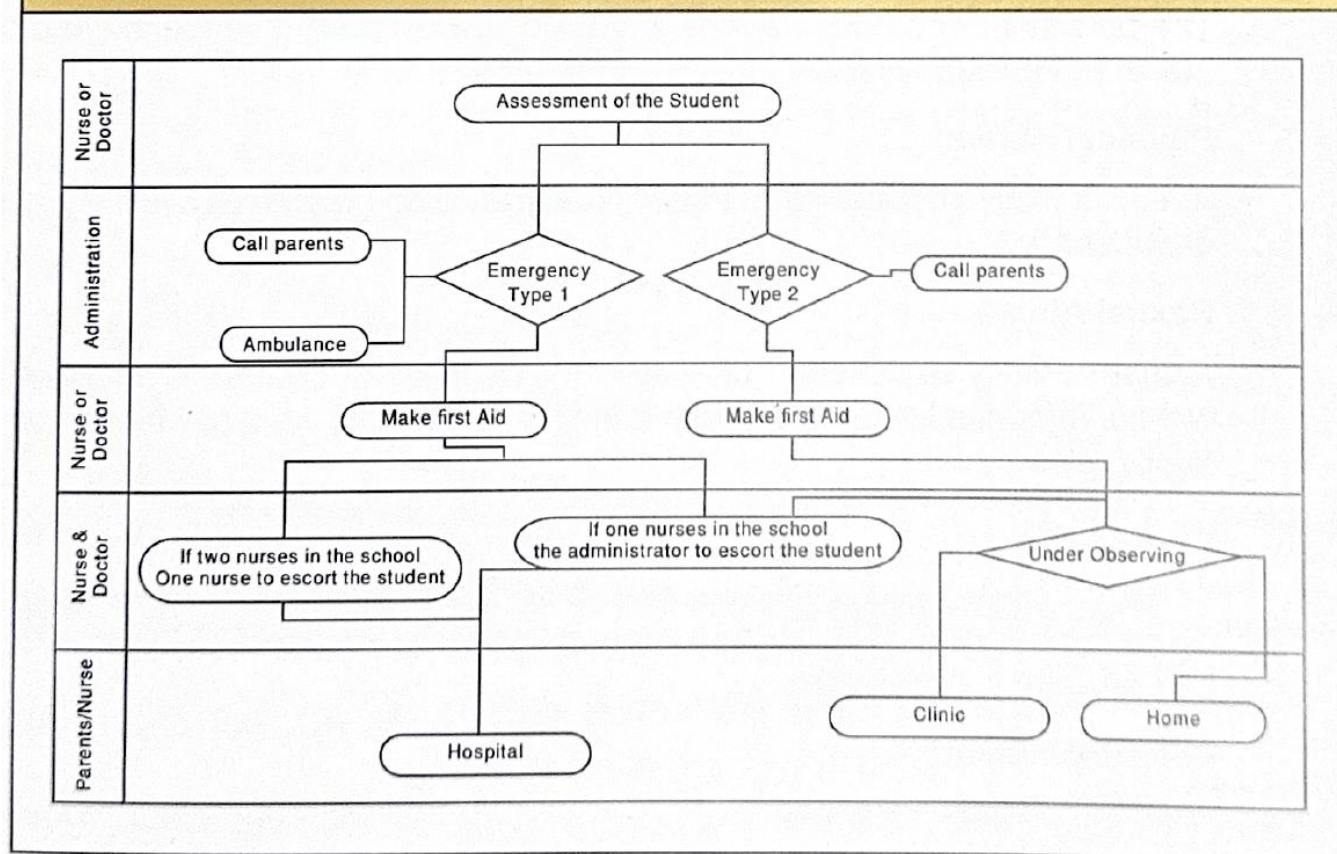
- I. The student to be taken to the school medical clinic.
- II. Following school health team's initial assessment, parents/ guardians will be informed by telephone and proceed with the relevant first aid and treatments. If parents/ guardians are not contactable, the protocol will be continued according to the consent form submitted on admission.
- III. Student may be kept under observation in the clinic or parents may be requested to come and pick the child from school. The school will not put a student who is ill or distressed on the school bus.
- IV. In suspicion of infectious disease, the student will be kept in isolation room until parents come to pick the child.
- V. In minor cases, following the observation, the student may be sent back to the classroom to continue with the daily routine work.
- VI. Head of PE (Physical Education) will be informed if the child has to abstain from physical activities.

Emergency:

Medical emergencies will manage according to the emergency protocol flow chart in school health guidelines by DHA (Dubai Health Authority).



Figure 1: Emergency Protocol Flow Chart



Steps to be followed in an emergency:

- I. The student to be taken to the school medical clinic. (in case of a unconscious child or a major fall of a child where neck injury is suspected, school medical team to be informed before trying to mobilize the child).
- II. Initial assessment to be done by the school medical team.
- III. School Management to be informed on the incident immediately.
- IV. In case a student requires emergency reatment, efforts will be made to contact the parents/ guardians by telephone immediately. If contact is not possible, the school doctor will administer appropriate emergency treatment and if a student needs emergency medical intervention, an ambulance will be called to transfer the student to the nearest hospital.
- V. When transferring a student to the hospital, a medical staff should accompany the child in the ambulance and his or her phone number should be shared with the parents and he/she should wait with the child till the parents arrive at the hospital.
- VI. It is important that the parents keep school informed regarding the child's condition following an incident and if they have sought additional medical advice or care.

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Emergency

Emergency phone numbers:

#	Contact/ person	Number
1.	Ambulance	998
2.	Police	999
3.	Fire Department	997
4.	Latifa Hospital for Children (Govt. hospital)	04-219 3000
5.	Rashid Hospital (Govt. hospital)	04-219 2000
8.	School Principal (Mr. Paul Asir Joseph)	050-5527164
9.	Vice Principal (Ms. Liz-Ann Pinto)	050-5281752
10	School doctor (Dr. Dayani Herath)	055-325 2409
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11	School Nurse (Ms. Midhu Xavier)	055-579 9190
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12	School Nurse (Ms. Savitha)	055-7293778
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13	School Nurse (Ms. Remy Antonette)	058-5377238

References:

1. School Clinic Regulation
2. <https://www.dha.gov.ae>

Review Date:	August 2026
Next Review Date:	June 2027