



Clinic Policy

Introduction:

We are committed to:

- Meeting students' primary health care needs.
- Promptly notifying parents and referring students to a specialist/ hospital if required.

Role of the School Clinic:

- Provide first aid or emergency care to sick or injured students.
- Conduct medical examinations and maintain the personal health record for each student.
- Plan, implement and evaluate vaccination and health education programmes for all students.
- Maintain and submit required records/reports as per MOH guidelines.

Procedures on Accidents and Emergencies:

- Inform parents immediately.
- Transfer the sick or injured student to the emergency care facility after taking consent from the parents.

Medication and Sickness:

- The school clinic has its own supply of medications.
- No student is permitted to carry any medication to school, except inhalers for asthmatic students.
- School transport shall not be provided to a student falling sick during the school hours. The parent must pick up the student.

Role of Clinic Staff:

- Notify and receive verbal consent of the parents before administering any medication to a school student.

- Use its discretion to medicate a student in case of emergency and if parents aren't contactable.
- Notify parents if a student visits the school clinic repeatedly with the same complaint.
- Administer analgesia (pain relief medicine) only after parental consent.
- Store the emergency medications sent by parents for students with illnesses such as anaphylaxis, asthma, epilepsy and Type 1 diabetes.

Guidelines to Parents of Ailing Students:

- Deliver the medication to the clinic or hand it over to the Transport Assistant with a copy of the prescription and a signed note.
- Send medication in its original packaging, clearly labeled with the student's name, time of the dose and the route of administration.
- Send medication that needs to be refrigerated in an ice pack and not ice-cubes.
- Notify the clinic if a medication has been administered in the morning.
- Submit a consent form specifying the required dose to be administered as prescribed (such as insulin, asthma inhalers, nebulizers, eyedrops).
- Submit a Medical Fitness Certificate from the attending physician or pediatrician when the student returns to school after the sickness.

Forms and Declarations:

Parents are required to submit the following forms/documents/declarations to the school clinic:

- Personal Information.
- Medical History.
- Immunization Records.
- Consent for the Administration of Medications.
- Consent for Emergency Treatment.
- Consent for School Health Screening.

Communication:

- Notification of vaccinations.
- Screening campaigns conducted during the academic year (eye tests, dental check-ups).

Note: Off-campus injuries will not be attended to by the school clinic.

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