



# **Russian International School**

## **Academic Year 2023 – 2024**

### **Dubai, UAE**

### **Health and Safety Policy**

#### **Rationale:**

- RIS should be a safe and healthy place for all staff, students and visitors.
- RIS promotes healthy lifestyle through Social, Emotional and Physical Development.
- RIS models safety practice throughout the school as per KHDA and DHA Protocols.

#### **Emergencies**

##### **Fire protection**

The school maintains appropriate fire detection and fire-fighting equipment, which meets statutory obligations.

- A fire safety is done as part of the school's general health and safety assessment. Staff is trained in the use of fire-fighting equipment.
- Emergency and evacuation procedures and safety drills are conducted on regular basis to ensure that all staff and students understand and practise their role in an emergency.
- Every room should have an up-to-date evacuation map and drill. All the staff are updated with fire evacuation procedure.

##### **Emergency contact details**

Emergency contact details of the parents and guardians of all children in the school as well as the teachers' Supervisors' are kept in the Administration Office. These are updated regularly.

- The school recognizes the importance of taking the appropriate measures in cases of accidents and injury, including, where necessary, securing the site and immediately telephoning the emergency services.

##### **First aid**

- If a child comes into School who is deemed ill by the Nurse, the Nurse will call home and inform parents to come and pick up their child from School.
- First Aid Treatment will be given according to standing order from the doctor, as well as pre-consent from parents.
- If a serious incident occurs, parents will be called and the student will be taken by the Nurse/Parent to the nearby Clinic or the Hospital.

##### **Safe access/entry/exit routes**

- Every effort will be made to ensure that all building users can safely access and move/exit the school grounds.
- Entrances and corridors will be kept free from obstruction.

### **Children arriving at school**

- Lessons start at 8:00 am, however the supervision will be provided in both the Junior and Senior yards from 7:30 am.
- Children should gather for the Assembly once the first bell rings at 7:55 am daily.

### **Children leaving school**

Bus allocated time is between 13:30 pm – 13:40 pm. Parents or guardians of children in Junior and Senior sections must collect them from the designated areas between 13:40 pm – 13:50 pm.

- Pupils will be reminded on an ongoing basis that if they are not collected on time, they must make their way to the office where school staff will attend to their immediate safety needs.
- If pupils need to leave school early, the parents or guardians must notify the school in advance.
- If a person other than a parent or guardian is collecting the child, the parent/guardian must give written permission to the class teacher.
- Any child who leaves early must be signed out from the school prior to leaving the premises.

### **Supervision of children during the school day**

Measures are taken to ensure children cannot exit the school by themselves. Similarly, measures are taken to ensure that uninvited persons do not enter the school.

- Children are supervised throughout the school day, by their class teachers, supervisors on duty, staff members.
- In case class teacher's absence, deputies are engaged. In cases of longer term absences, substitute teachers are engaged.
- During yard time a Teacher on Duty will ordinarily supervise the school yards.
- Particular care is taken during activities to prevent any hazards, such as physical education, arts and crafts.
- Parents and guardians are requested to ensure that their children attend school in appropriate clothing and footwear and that they do not wear loose jewelers at any time.

### **School excursions**

Safety is taken very seriously during all excursions away from the school grounds

- A Class Teacher with a trip assistant is to accompany school groups on excursions.
- Students should be in school uniform.
- Where transport is required, the school will hire buses that are adequate for the size of the group from a reputable company that provides safe vehicles and drivers.
- Pupils must follow their teacher's instructions at all times.
- A teacher or other responsible adult always leads the way and the group is required to stay together, using waiting points where necessary.
- Children are counted when leaving, arriving back to school and at various points during the excursion.

### **School bus usage**

All students are under direct supervision of the school bus supervisor while on the bus. As such, all students must follow the driver's instructions as well as the Transportation Policy.