



CLINIC & MEDICATION POLICY

2025-26



Policy Name

School Clinic & Medication Policy

Effective Date

April 2025

Date of Next Review

March 2026

Person in-charge

School Doctor / School Nurse

Statement of Policy

Dhruv Global School is committed to ensuring the health, safety, and wellbeing of all students. The School Clinic operates strictly in accordance with the guidelines issued by the **Dubai Health Authority (DHA)**. The administration and dispensing of medication during school hours shall be regulated and carried out only under the supervision of the School Doctor or School Nurse to ensure the highest standards of student care and safety.

Clinic & Medication Guidelines

1. If a student requires medication during school hours, **written authorization from the parent/guardian** must be provided, supported by a **valid prescription from the consulting doctor**.
2. All medications, including refills, submitted to the School Clinic must be:
 - In the **original labelled container**
 - Clearly labelled with the **student's name, dosage, route of administration, and timing**
3. **Students are not permitted to carry any medication** to the classroom or keep medicines in their bags under any circumstances.
4. All medications must be **submitted directly to the School Clinic** by the parent/guardian.
5. All medications will be stored securely in the School Clinic, including those requiring refrigeration, and will remain **locked at all times**.

6. Only medications **licensed and approved for use in the UAE** will be accepted by the School Clinic.

Asthma & Emergency Medication

1. Students requiring an inhaler for asthma management may carry the inhaler with them.
2. Parents are encouraged to provide a **spare inhaler** to be kept in the School Clinic.
3. A **medical certificate and prescription** from the treating doctor must be submitted and clearly labelled with the student's name and dosage.
4. Parents must inform the School Clinic if the inhaler is carried by the student during class hours.

Medication During Field Trips

1. Students requiring medication during field trips or school activities must submit:
 - Medication in its **original container**
 - A copy of the **doctor's prescription**
 - Clear written instructions for administration
2. Parents must notify the School Clinic regarding medication requirements **at the time of submitting the field trip consent form.**

Responsibility of the School

- Ensure full compliance with **Dubai Health Authority (DHA)** regulations
- Maintain confidentiality of all student medical records
- Ensure the presence of qualified and licensed medical personnel
- Provide appropriate care during medical emergencies
- Maintain accurate documentation of medication administration

Responsibility of Parents

- Provide accurate and complete medical information
- Submit valid prescriptions and consent forms on time
- Inform the School Clinic of any changes in the child's medical condition
- Collect unused medication at the end of the academic year

Chronic Medical Conditions

Parents of students suffering from chronic illnesses such as **convulsions, bronchial asthma, diabetes, heart diseases, nephrotic syndrome**, or any other long-term medical condition must:

- Inform the School Clinic immediately
- Submit a **detailed medical report** from the treating doctor

End of Academic Year

Any medication remaining at the end of the academic year must be **collected by the parent/guardian on the last working day of school**. Medications not collected will be disposed of as per DHA regulations.

Communication with the School Clinic

Parents are requested to inform the School Clinic regarding their child's medical needs via email.

School Clinic Email: clinic@dhruv.ae

Emergency Contact Details

EMERGENCY CONTACT NUMBERS (UAE)

Police: **999**

Ambulance: **998**

Fire: **997**

Dhruv Global School

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