



SAGESSE HIGH SCHOOL

MARY MOTHER OF WISDOM
AIN SAADEH – METN – LEBANON

Health Guidelines

Academic Year 2023-2024

Table of Content

Role of the nurse and description of the health care facilities

Health Guidelines

Policy for dispensing of medicines	3
General Hygiene	4
Prevention of epidemic diseases	5
Medical check-up	5
Accidents and First Aid.....	5
Allergies	6
Cholera	8
Seizures.....	10
Covid-19	11
Vaccination	13
Hair Lice	13
Prevention of the spread of infectious diseases.....	14

List of Hospitals and their numbers

Role of the nurse and description of the health care facility

Role of the nurse

The nurse has several responsibilities at school:

1. Ensure that care is available on a regular basis during school hours.
2. Be available to treat the minor problems arising from incidents in the school, these might include simple wounds or even fractures, headache, migraine, dizziness, stomach upsets, indigestion or nausea. However, it should be clear that the nurse does not hold a dispensary at the school; she is not there to treat medical problems that arise at school.
3. Act in an advisory capacity for students should they seek advice on health and health related matters. At the school's request the nurse can undertake prevention campaigns in the school, especially in the area of certain infectious diseases and hygiene. Such campaigns would be targeted primarily at the student body.
4. Listen to student confidences beyond the immediate health domain should the need arise. The nurse will not initiate such confidences, as this is the role of the school counselor; but if students approach him/her, the nurse should advise them to see the school counselor.
5. Assist the school doctor during the annual medical check-up that is carried out for students from KG1 till Grade 12AP/LP/IB. The doctor examines the general health of the students and checks for possible medical anomalies. The nurse will assist and keep accurate and updated record for each student.

Description of the health care facilities

The school provides facilities which are easily accessible. The facilities are well lit making it convenient for care to be given safely. The rooms are equipped with an examination table, screened off from the rest of the room. There is a small bathroom where students can wash and wounds can be attended to. Chairs are available for people to wait if necessary. There is a desk where the nurse can maintain records and log of daily incidents. There is a wall cupboard with keys where medicines and instruments are stored securely away from children. The room is well ventilated and bright. It is cleaned and disinfected regularly.

Temperature is maintained at a comfortable level to allow medical procedures to be carried out. Heating is assured for the winter months.

Note:

All students, faculty and staff benefit from medical insurance provided by the school during school hours.

Health guidelines

Policy for dispensing of medicines

It is clearly understood that the nurse does not hold a dispensary at the school. However, he/she does have the authority to dispense non-prescription medicines such as: Panadol, Ponstan Forte, Advil, Buscopan, and Motilium...

The nurse may also dispense prescription medicines brought to school by the parents of a student.

It is worth mentioning that all medicines are kept under lock and key at all times in the infirmary.

General Hygiene

The standard of hygiene in the school is of paramount importance. The highest standard must be maintained at all times so that the collective work of the school can continue without disruption due to infections and disease.

All areas used by students and staff must be kept perfectly clean; this includes classrooms, offices, bathrooms, kitchens, corridors, playgrounds and teachers' lounges. A well-trained, supervised cleaning team should be available. The premises should be thoroughly cleaned on a daily basis. A daily routine of trash collection and dusting should be adopted.

Sewers should be checked and maintained regularly in order to avoid problems of stagnation, overflow and bacterial infection.

Areas used by students, particularly infants, should be kept clean and disinfected. The premises should be well ventilated, especially during times when infections are prevalent.

Close attention should be paid to the water supply, not only drinking water but also to the supply of water in sinks and toilets. Regular tests should be carried out to ensure the safety of the supply. The kitchens should be regularly inspected for cleanliness: this includes all cooking, food preparation and storage areas in the school. Food available for consumption should be carefully monitored to avoid the risk of contamination.

The health policy goes beyond the very specific to the community level to guarantee a safe place for all. Personal hygiene is encouraged in order to assume a better level of hygiene for the community. Students are encouraged to take responsibility of their own health and hygiene and are made to realize that failure to do so puts the whole community at risk.

In educational context adults are encouraged to set an example for the students. Similarly, supervision in the student cafeterias should be mandatory. Students should be encouraged to queue, to wash before and after eating. Clean running water, soap and paper towels should be easily accessible to students.

Prevention of Epidemic diseases

Prevention of epidemic diseases is an important aspect of health care in the school. The school could participate in vaccination campaigns, in compliance with the directions of the Lebanese Ministry of Health, as well as programs designed to disseminate information and awareness of certain illnesses. Should cases of such illnesses be diagnosed in the school community, the school should take strict actions in an attempt to limit the spread. In collaboration with the school doctor, the medical staff may impose quarantine and temporary absence from school in order to encircle the source and limit the spread.

Medical Check-up

Annual medical check-ups should be scheduled. This will provide the school with information about the student's overall health as well as his/her growth and development. The medical check-ups should be carried out by the school doctor and the nurse and are obligatory for students from KG1 till grade 12 AP/LP/IB. The medical check-up includes hearing, physical, vision and other factors that can affect the academic progress of the students. Updated records should be kept for each student. The School Nurse informs the parents in case the results of the students' checkup need their attention or follow-up. All student checkup results are uploaded on the student information system.

Accidents and First Aid

In the event of a serious accident to a student the following procedures should be carried out:

- The student must be left where he/she is but should be protected from the weather (where appropriate) and kept warm until the school nurse arrives.
- If it is decided that the student should be taken to the hospital, transport (either car or ambulance depending on the nature of the incident) must be arranged. Dial 140 for Red Cross.
- The parents/guardians must be promptly contacted by the school nurse, tactfully informed of the accident and asked to meet the student at the hospital. If the parent/guardians are not available, a staff member must accompany the student to the hospital while the school continues to contact the parent/guardians. On no account must a student be allowed to go to the hospital or to go home unless accompanied by a staff member.

In the event of a serious accident to a member of staff the procedure should be as follows:

- The person must be left where he/she is but should be protected from the weather (where appropriate) and kept warm until the school nurse arrives.
- If it is decided that the person should be taken to the hospital, transport (either car or ambulance depending on the nature of the accident) must be arranged.
- A relative or friend must be contacted and should be asked to meet the injured staff member at the hospital.

Allergies

When a student presents herself/himself with an allergy, the school nurse contacts the parent. The parent decides what to do. In severe cases, the student should directly go to the hospital.

True allergies are defined as an overreaction of the immune system to an allergen that is normally not harmful. The allergen can be a food component, and a child may be diagnosed with a food intolerance rather than food allergy.

The most common child food allergy triggers:

- Milk contains protein casein and sugar lactose which may cause food intolerance.
- Eggs account for the largest number of child food allergies; the allergy may be either to the white or the yolk of the egg, or both.
- Peanuts can cause life threatening reactions.
- Wheat protein can cause allergic reactions. Most children outgrow wheat allergies, which is beneficial because wheat and wheat proteins exist in a very large percentage of common staple foods.
- Soy allergies are rare and usually of minimal danger and are outgrown early on in most cases.
- Fish and Shellfish allergies are often severe.

Symptoms of Child Food Allergies

Symptoms of child allergy may be immediate or delayed and range from itchiness, hives, swelling, and skin rashes, to facial swelling, extreme difficulty in breathing, stomach upset, nausea, diarrhea, and constipation.

- **Reacting to Child Food Allergies**

Reacting to a child food allergy is essentially no different than reacting to any other type

Of childhood allergy, expect that child food allergies may be more avoidable once triggers are identified. As with all allergic reactions, the biggest concern falls to the most severe, and the closest attention must be paid to the child's ability to breathe and move air;

Whenever breathing is compromised as the result of a child food allergy, immediate medical attention is necessary.

- **Severe food allergies**

In severe food allergies, reactions can occur even if the person touches or breathes in particles of the food. There is no cure for food allergies, and the only real way to treat them is to avoid the food in question. Fortunately, doctors can prescribe medications to help lessen symptoms if they do happen-and even save a person's life if the reaction is serious.

Allergic children should learn about their condition and educate themselves about the reactions that can occur, treatments or medicines to help control it, and the foods that contain the allergen

The most concerning allergy attacks in children are severe reactions. Symptoms of a severe allergy attack in children include:

- Swelling, especially of the face or mouth-caregivers should pay close attention to this because it may lead to or be combined with swelling of the throat and interior airways which can restrict breathing.
- Difficulty breathing and/or swallowing –a risk to air intake and a choking hazard.
- Abdominal pain.
- Nausea and/or vomiting.
- Diarrhea.
- Dizziness, fainting, loss of consciousness, confusion, or disorientation.

Moderate allergies

Mild allergy attacks are those that might cause some minor discomfort but pose no danger to life and do not affect the child’s regular activity.

The following symptoms may present during an allergy attack in children with mild to moderate allergies:

- Itching skin, eyes, nose, face, mouth.
- Reddened skin.
- Minor swelling.
- Stuffy, runny, or watery nose.
- Watery eyes.
- Hives present anywhere on the body.
- Cough.
- Troubled breathing.

Mild to moderate allergy attacks can be treated with oral antihistamines such as Diphenhydramine for the relief of allergy symptoms. Lasting mild to moderate allergy attacks in children may require a treatment plan advised by a doctor or maintenance medications.

Asthmatic attacks and/or asthma related symptoms can emerge as the result of a moderate allergic reaction. This occurs when the linings of the lungs and airways become irritated and inflamed; allergies can be a trigger for asthma attacks. It is most likely these children will receive both allergy and asthma treatments and medications. In the case of combined asthma and allergy attack, children should see their doctor to determine both short and long term treatment.

Cholera

Cholera is an acute intestinal infection caused by ingestion of food or water contaminated with the bacterium *Vibrio Cholerae*.

- Incubation period

The incubation period is from two to five days, and it can be a few hours.

- Modes of transmission

The mode of transmission is fecal- oral. It is transmitted through consumption of contaminated water and food or contaminated hands, raw or undercooked food. Immunocompromised individuals, children and the elderly are at greater risk of complications if they become infected.

The causative bacteria remain in the stool of an infected person for a period of 7 to 14 days. They reappear in the environment with the potential to infect many other individuals. The disease can lead to death as a result of severe dehydration.

- Diagnosis

Stool sampling or rectal swab

- Symptoms

Severe, acute watery diarrhea (stools similar to rice water) often without fever, may lead to dehydration. Symptoms of dehydration:

*Thirst

*Sunken eyes

*Weakness or fatigue

- Preventive methods

Drink or use safe water: It is recommended to drink water from sealed bottles from a guaranteed source.

Avoid drinking from the same vessel as others

Wash hands with soap and water for at least 20 seconds regularly, before preparing or eating foods and after using the toilet

Cook food very well and eat it immediately after cooking

Maintain personal and food hygiene

Wash fruits and vegetables well by leaving them in a container with chlorine added in specific proportions

Avoid eating food exposed to insects and flies

Avoid eating raw meat

Maintaining cleanliness of the house, especially toilets and garbage places (use of chlorine)

Sterilization of water used for drinking washing and cooking by boiling for ten minutes and chlorine treatment

- How to sterilize water, vegetables and fruit using chlorine

Use unscented household chlorine liquid (which contains 5, 25% chlorine)

Add two drops of liquid chlorine for every 1 liter of water

Add 40 drops or 2 ml or ¼ teaspoon of liquid chlorine for every 20 liters of water

Wait half an hour (30 mins) before using or drinking the water and before eating vegetables and fruits.

- When infected with cholera

Isolate the patient and get rid of the feces by hygienic methods

Sterilize all contaminated materials such as clothes and bedding by using chlorine and water

Clean and sterilize hands that come into contact with a cholera patient or their clothes, sheets, etc, with chlorinated water or other effective antibacterial agents

Isolate the patient and get rid of the feces by hygienic methods

Sterilization by chlorine (free of scent and contains 5, 25% chlorine)

- Treatment

Use of oral rehydration salts or intravenous fluids according to the severity of the cases

Drink enough water and fluids

Appropriate antibiotic treatment after consulting a physician

Seizures

During seizures there are safety precautions that should be followed to prevent injury:

- Do not panic if a person has an epileptic attack. After a few minutes the seizure and the jerking movements will stop.
- Loosen restrictive clothing, roll the person on his/her side to prevent aspiration, place a small pillow under the head and ease from a standing or sitting position to the floor. Don't move the person unless he or she is in immediate danger.
- If the person is unconscious, make sure nothing is obstructing the nose or mouth. You shouldn't place a finger or other object into the person's mouth to protect or straighten the tongue, it is unnecessary and dangerous.
- Don't perform artificial respiration during a seizure, even if the person is turning blue.
- Most seizures are over long before brain damage from lack of oxygen begins.
- Avoid holding the person still because you may injure the individual or yourself.
- If the person has vomited, you should roll the person on his/her side so that any fluid can easily flow out of the mouth and not obstruct breathing.
- Stay with the person until recovery is complete. Don't give the person anything to eat or drink until the person is fully recovered.
- Don't give the person medication by mouth until the seizure has stopped and he or she is completely awake and alert.
- Maintain a patent airway. Note frequency, type, time, involved body parts, and length of seizure.
- Monitor vital signs and neurologic status. Remember that if the person has a seizure, he/she may not hear you.

COVID-19

Coronavirus is an infectious disease caused by a newly discovered strain of coronavirus and was unknown before December 2019. It causes respiratory infections in humans, it causes mild to moderate symptoms (fever, chills, difficulty breathing, cough, muscle or body aches, new loss of taste and smell) and can be asymptomatic.

It is mainly transmitted through direct contact with respiratory droplets generated when an infected person coughs, sneezes or exhales or by touching a contaminated surface then touching the nose, mouth or eyes.

The world Health Organization has made the assessment that Covid-19 can be characterized as a pandemic.

- Actions to reduce the spread of Covid-19

***Social distancing measures**

- The number of students was reduced in each class.
- Desks and seats were rearranged to maximize the space between students.
- Student's name is labeled on the desk.
- Posters about social distancing were displayed in school.
- Labels and arrows were applied to the floor to illustrate appropriate spacing and directions.
- Entry and Exit points were divided so that all students won't be funneling through the same gate.
- Arrival and dismissal are monitored by staff in order to ensure that students go straight to and from their classes.
- Parents /visitors are restricted on school premises. When needed, a visitor's list should be filled in at the security gate.

***Face covering**

- Face mask is mandatory on school premises. It should cover the nose, mouth and chin.
- Surgical mask should be changed every four hours, and the clothes mask should be washed every day.
- A face shield is used as an alternative to a face mask for preschoolers and persons underlying medical health conditions.

***Hygiene practices**

- Ensure the availability of appropriate supplies to support hygiene behaviors: soap, paper towels, and hand sanitizers.
- Encourage hand washing with soap and water, and the proper use of hand sanitizer by students and faculty members.
- Hand sanitizers were placed near school building entrances and near shared equipment.
- Disinfectants were placed in each classroom.
- A daily schedule for cleaning and disinfecting (classrooms, bathrooms, desks...) was established.
- Ensure safe and correct use and storage of cleaning products away from children's access.
- Encourage good respiratory hygiene practices.

***Awareness**

- A power point was presented to all faculty members prepared by the health department concerning Covid-19 and the safety rules.
- A short video and a power point were shown to students to be part of the preventive process during Covid-19 pandemic by following the necessary precautions.

***Safety rules**

- Maintain distance from others (1.5m-2m).
- Students/staff members should check their temperature before leaving home and stay home if their temperature is above 37.8°C or if they don't feel well.
- Cover cough and sneeze with a tissue and discard appropriately.
- Avoid touching eyes, nose and mouth.
- Do not share items with others (pen, books, toys...).
- Keep classroom/offices well ventilated all day long.
- Students with underlying health conditions (asthma, immune deficiency, allergies, cancer...) should talk to their doctor about their risk and bring an updated medical report.
- Canceling events/meetings that usually take place on school premises.
- Monitor school attendance to track students and staff member's absence.
- When coming back from school everyone should take off his shoes, wash his hands, change his clothes and take a shower.

When someone is sick with COVID-19

- Parents and staff members should notify the nurse/HD if they or their children tested positive for COVID-19 or have been exposed to someone with COVID.
- Isolate students in the waiting room when they develop symptoms of infection or illness. The waiting room should not be reused before it is cleaned and disinfected.
- Notify MEHE and Ministry of Health about any COVID-19 cases at school.

Vaccination

The Ministry of Health informs the school of their intended visit. The school sends out a form to all the parents to fill in and returned signed, and a pamphlet from the Ministry of Health.

The Ministry of Health office keeps the records of the vaccination

Hair lice

*Hair lice are small parasites that live in human hair. They cannot be found in any domestic animal such as a cat or a dog.

*Lice are grayish white in color, measure approximately 2 to 3 mm in length and unfortunately multiply very rapidly.

*The infestations happen in children than adults because children have more physical contact with others, this happens more often in classrooms

*If your child has lice there is no reason to panic or to be ashamed. Lice may be a nuisance, but they do not transmit diseases and it is not a sign of dirtiness. The treatment against lice is simple and efficient.

- Spreading of lice

*Lice need body warmth to survive as the eggs called larvae need to hatch. Normally lice cannot survive more than 48 hours away from the body.

*Since lice cannot jump or fly, they are normally transmitted when there is contact between two individuals. They then move rapidly from one head to another and can also be transmitted through sharing combs, hair brushes, hats, scarves, pillows, towels, stuffed animals or more or less any article that was in contact with the infested person.

- Signs of infestations

*In most cases the first sign of the presence of lice is the itching of the scalp especially around the ears and at the back of the head. You may see a red patch resulting from the scratching. If any infestation has been reported among your child's class or friends, you must examine your child's head even if it is not itching since some children don't get the itching sensation.

*The lice in the head are difficult to find because of their small size and because they avoid light. The eggs which are small white oval in shape are more easily detected.

*Normally they stick to a strand of hair near the scalp.

*Sometimes the larvae resemble dandruff or residue from soap but unlike these, they are solidly fixed to the hair and they are difficult to remove by hand. Examine the hair in different parts of the head and around ears.

- Check the presence of lice in other members of the family

The members of the family who have lice must be treated. You must also inform the parents of your child's friend, the teacher and the school nurse about your child's condition.

- Wash the clothes and clean the house

*To diminish the risks of spreading lice you must wash in the washing machine in warm water all exposed clothing, bedding and towels. If a dryer is available let them dry for 20 minutes at the warm cycle.

*Articles that cannot be washed like stuffed animals and pillows must be dry cleaned or placed in a sealed plastic bag for 14 days. Hair brushes and combs must be washed in warm water for 5 to 10 minutes.

*It is also recommended to keep the house clean and use the vacuum cleaner on rugs, carpets, mattresses and furniture.

- Treatment against lice

*Medical shampoo is available in most pharmacies. It is important to buy a product that will kill both lice and larvae or else there may be another infestation a week later when the larvae hatch.

*Before using a product consult a doctor or a pharmacist.

Prevention of the spread of infectious Diseases

- Wash hands often

This is especially important before and after preparing food, before eating and after using the toilet.

Children should be encouraged to wash their hands before eating, after using the toilet, after handling animals. Children should be taught how to effectively wash their hands, including between and under the nails.

- Get vaccinated

immunization can drastically reduce your chances of contracting many diseases. Make sure to keep your recommended vaccinations, as well as your children's, up-to-do.

- Use antibiotic sensibly

Only take antibiotics when necessary. And if they're prescribed, take them exactly as directed – don't stop taking them when your symptoms have abated.

- Stay at home if you have signs and symptoms of an infection

Don't go to work if you're vomiting, have diarrhea or fever. Don't send your child to school if he or she has these signs and symptoms.

- Be cautious when preparing food

Keep counters and other kitchen surfaces clean when preparing meals. In addition, promptly refrigerate leftovers. Don't let cooked foods remain at room temperature for an extended period of time.

- Disinfect the 'hot zones' in your home

These include the kitchen and bathroom: two rooms that can have a high concentration of bacteria and other infectious agents.

- Don't share personal items

Use your own toothbrush, comb or razor blade. Avoid sharing drinking glasses or tableware.

- Travel wisely

Depending on where your travels take you, talk to your doctor about any special immunizations you may need.

- Keep your pets healthy

Take your pet to a veterinarian for regular care and vaccinations. Feed your pet a healthy diet and keep your pet's living area clean.

- Maintain oral hygiene

It goes without saying that the teaching of good oral hygiene is essential for the young. Their milk teeth are likely to fall out and they must know how to prevent this happening to their adult teeth. Along with the brushing technique, the importance of dietary influences should be explained and alternatives to sweets, biscuits and fizzy drinks should be made available.

- Avoid fungal infections

Athlete's foot and ringworm are less likely to spread if correct foot washing and drying are achieved. Drying properly is also important to prevent fungal infections from becoming worse. Children should understand the importance of these actions also, as well as using an individual towel if they have an infection.

- Maintain health nails

Nail biting should be discouraged, particularly if the nails are being swallowed. The nails and nail beds offer a perfect environment for germs to live and breed. Nail biting permits the transfer of these bugs to the mouth which can then lead to the digestive tract causing many problems such as diarrhea. Even if correct hand washing takes place, there will continue to be some germs under and around the nail. Keeping nails short will help to reduce the amount of germs under the nail.

- Maintain clean and healthy hair

A suitable hair length and style such as a bun, is a very easy way of minimizing the risk of nits. These creatures are spread by contact so by reducing the amount of hair available to have contact with others will decrease the chance of transmission. Hair does not have to be washed daily as this can induce flaking of the scalp, itching and removal of the natural oils. There is no harm in bathing every day, but it is more sensible to wash the hair every other day, using a frequently used shampoo.

List of Hospitals and their numbers

Hospital Name	Phone Number
Hospital Libanais Geitaoui	01-590000
Rassoul Al Aazam Hospital	01-452700
Bourj Hospital	01-474719
Hospital Haddad des Soeurs du Rosaire	01-440800
Hospital Fouad Khoury and Associate	01-344173
Hospital Bikhaazi	01-360890
Bahman Hospital	01-544000
Sahel general hospital	01-840142
Al Zahra hospital	01-853410
Makassed general hospital	01-636747
Dr. Mohamad Khaled social foundation	01-826826
Hospital Ain Wazein	05-509001
Al Iman hospital	05-557039
Medical 2000 Kamal Jumblatt hospital	05-432525
Al Jabal hospital	05-360555
Baakline medical center	05-300882
Bshamoun speciality hospital	05-270970
Al-Hayat hospital	01-546200
Hospital St. Charles	05-953444
Hospital St. Georges Hadath	05-462423
Hospital Ste. Thereze	05-463100
Iklm health foundation	07-970380
Sibling governmental hospital	07-971722
Hospital Hayek	01-481788
Lebanese healthcare management	09-937402
Al Rayyan hospital	08-372182
Hospital Universitaire Dar Amal	08-340627
Al Mayyas company	08-542300
Chtaura hospital	08-544022
Dr Farhat hospital	08-663500
Bekaa hospital	08-543154
Hospital Rayak	08-900751
Bellevue Medical Center	01-682666
Khoury general hospital	08-811181
Hospital Tel Chiha	08-802172
Hospital Bourgi	06-950530
Hospital Batroun	06-742690
Hospital al akoura	06-930981
Hospital Albert Haykal	06-411111
New hospital Mazloum	06-410025
Hospital Monla	06-207000

Al Salam hospital	06-411700
Hospital Islamique de bienfaisance	06-205875
Centre Hospitalier du Nord	06-555230
Hospital Saydet Zgharta	06-660576
Jezzin governmental hospital	07-780406
Marjehyoun governmental hospital	07-831033
Secours populaire Libanais	07-530970
Nabatieh governmental hospital	07-766777
Al Raei hospital	07-222023
Labib medical center	07-723444
Health medical center	07-726078
Hiram hospital	07-343700
Kassab hospital	07-723900
Nakib hospital	07-721721
Fakih hospital	07-443460
Tebnin governmental hospital	07-325217
Jabal Amel hospital	07-343852
Centre Hospitalier Bhannes	04-983772
Middle East Institute of Health	04-712111
Hospital St. Joseph	01-240111
Hospital Abou Jaoude	04-716000
Hospital Dr. Serhal	04-405050
Hospital Haroun	01-897302
Hospital El Arz	01-876770
Hospital Notre Dame Maritime	09-540017