



**CANADIAN
INTERNATIONAL
SCHOOL**
DJIBOUTI

🏠 Saline Ouest, Konya Road, Djibouti
☎ +253 7715 3406
✉ info@cis-age.com
🌐 www.cis-age.com

Policy 15 — External

Health, Safety & Emergency Policy

Category: Health & Safety

Effective Date: August 2026 | **Review Date:** July 2027 | **Approved by:** School Administration

1. Purpose

To protect the physical safety and health of all students, staff, and visitors on school premises and during school-related activities.

2. General Safety

- All staff are responsible for maintaining a safe environment.
- Hazards must be reported to the administration immediately.
- All areas of the school are subject to regular safety inspections.
- Fire extinguishers and first aid kits are in all buildings and checked monthly.

5.1 Canteen & Food Policy

- The school canteen provides meals and snacks that meet basic nutritional standards.
- Students with food allergies or dietary requirements must have this documented in their health form at enrollment.
- The canteen staff are informed of all known student allergies and take reasonable precautions.
- Students are permitted to bring packed lunches from home. All food brought to school must be healthy and nut-free.
- Sharing food between students is discouraged due to allergy risks.
- Students must eat only in designated eating areas — not in classrooms or corridors, unless authorized by a teacher.
- The canteen operates during designated break times only.
- Any concerns about food quality or allergic reactions must be reported to the school nurse immediately.

3. Student Health

- Parents must submit a health form for each student at enrollment, noting medical conditions, allergies, and medications.
- Students who fall ill during school hours will be assessed by the admin and parents notified.
- Students with a temperature above 38°C will be sent home.

4. Medication Administration

- Medication may only be administered by designated staff.
- Written parental consent is required for any medication to be given at school.
- Medication must be in original packaging with the student's name and dosage.
- Students may not self-administer medication without medical authorization on file.

5. Emergency Procedures

5.1 Fire Emergency

1. Sound the alarm immediately.
2. All students and staff evacuate via the nearest emergency exit.
3. Teachers take the class register and conduct a roll call at the assembly point.
4. Do not re-enter the building until authorized by the principal or fire service.
5. Emergency services are called immediately (do not wait to assess severity).

5.2 Medical Emergency

6. The school Admin is contacted immediately.
7. Administer first aid while awaiting professional help if trained to do so.
8. Call emergency services if needed.
9. Parents are notified as soon as possible.

5.3 Security Incident / Lockdown

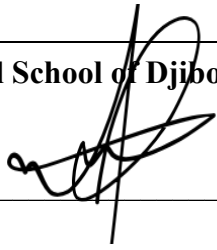
10. Principal announces lockdown via intercom.
11. All students and staff move to the nearest secure room and lock doors.
12. Do not open doors until the all-clear is given by the principal or authorities.
13. Silence all devices.

6. Fire Drills

- Fire drills are conducted at least twice per academic year.
- Drills are unannounced and are reviewed by the administration.
- Evacuation routes are posted in every classroom and corridor.

**Canadian International School of Djibouti
Director**

Signature: _____

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