

**Job Description: Esol Education
Fairgreen International School
School Doctor**

Please note that this job description is intended to be an accurate reflection of the job requirements. Management reserves the right to modify, add or remove duties and to assign duties on a day to day basis as necessary.

Daily routines:

- Manage and appraise the work of the school nurses.
- Attend the daily student needs in the school clinic and deliver treatment orders.
- Communicate with parents as necessary.
- Monitor care provided to students.
- Assess the need for any emergency treatment/procedures.
- Evaluate the well-being of the sick child before he/she leaves the clinic.
- Prescribe medications as necessary and with the consent of the parents.
- Refer cases to the hospital for further management when needed.
- Maintain a clinic record of all doctor's activities delivered on a daily basis.
- Document the assessment, findings, treatment administered to the student in the student's file.
- Attend sports related injuries in the clinic/school grounds.
- Conduct vaccination programmes and treat emergencies, if any, during the program.
- Be responsible for the development and implementation of the Individualized Health Care plan and Emergency Health Care plan for students with chronic disease.
- Draft the School Health Service Plan: screenings and vaccination programs.

Physical assessment:

- Schedule the physical assessments for students in coordination with the school nurse.
- Conduct the physical assessments for students periodically.
- Assess the potential health hazards upon examination of the student.
- Inform parents about the potential/underlying health problems.

Health Education:

- Provide health education sessions to students.
- Meet periodically with the Principals and Deputy Principals to address health education needs in each school.
- Conduct periodic health session for students and staff.
- Conduct health education sessions periodically for the parent community.
- Contribute toward healthy school community living via articles in school newsletters.
- Monitor the high-risk cases at school and provide the students with necessary preventive care and information.

Records and reports:

- Coordinate with nurses in preparing/summarising the monthly/quarterly/annual school clinic reports.
- Meet regularly with the Director and the Principals to provide school clinic updates and to address concerns and needs.
- Coordinate with the school authorities and the Dubai Health Authority (DHA) about the clinic functioning.
- Attend meetings and seminars held by the DHA in relation to the school clinic.
- Update professional skills by attending professional development courses.
- Evaluate monthly/annual records and reports of the school clinic.

Infection control:

- Conduct periodic supervisory hygiene checks in the school cafeteria, washrooms, classrooms and the swimming pool.
- Monitor healthy lifestyle practices to be followed in school and suggest changes wherever applicable.
- Report suspected and confirmed cases of communicable diseases to DHA SHS and Preventive Medicine section.

Covid-19 management:

- Conduct virtual checkup for positive and close contacts two days prior to staff/student return to school.
- Conduct final physical assessment for positive and close contacts amongst students prior to students resuming classes following quarantine.
- First Responder of the School's Health and Safety Team.

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