



HEALTH & SAFETY POLICY

1. Policy Statement

Nigerian Tulip International Colleges (NTIC) is committed to providing a safe, healthy, and conducive environment for all students, staff, visitors, and stakeholders. The school recognizes its moral and legal responsibility to protect the physical and emotional well-being of individuals within its premises and during all school-related activities.

This policy outlines clear procedures and responsibilities to prevent accidents, promote well-being, and ensure compliance with national laws and international best practices.

2. Objectives

- Ensure the safety, health, and welfare of all students, staff, and visitors.
- Prevent accidents, injuries, illnesses, and hazards.
- Provide safe, equipment, classrooms, laboratories, hostels, and school vehicles.
- Establish emergency procedures and effective response systems.
- Create awareness through regular training, drills, and communication.
- Comply with Nigerian Labour Laws, Ministry of Education Guidelines, and global health and safety standards.

3. Scope of the Policy

This policy applies to:

- All NTIC staff, students, and visitors.
- School facilities: classrooms, laboratories, hostels, dining halls, offices, workshops, and school buses.
- On-campus and off-campus activities such as competitions, excursions, and inter-school visits.

4. Roles and Responsibilities

4.1 School Management

- Provide resources, training, and supervision to implement this policy.
- Ensure compliance with national regulations and international standards.
- Review and update the policy when necessary.

4.2 Staff Members

- Follow all safety procedures and report hazards immediately.
- Ensure student safety during teaching, laboratories, sports, and excursions.
- Maintain clean and safe classrooms, laboratories, and offices.

4.3 Students

- Follow safety rules, report hazards, and use equipment responsibly.
- Avoid horseplay, bullying, or behaviour that threatens health or safety.

4.4 Parents and Visitors

- Comply with school safety guidelines while on school premises.

- Share important medical or allergy information about their children.

5. Key Health & Safety Standards

5.1 Environment & Facilities

- Classrooms, hostels, and laboratories must be clean, ventilated, well-lit, and hazard-free.
- Fire extinguishers, smoke detectors and emergency exits must be available and accessible.

5.2 Laboratory, Kitchen & Workshop Safety

- No student may use chemicals, machinery, or sharp tools without supervision.
- Protective clothing (gloves, goggles, aprons) must be worn where required.

5.3 School Clinic and Medical Care

- A qualified nurse/health officer must be available on campus.
- Detailed medical records of students and staff must be kept confidentially.
- Emergency cases must be referred immediately to partner hospitals.

5.4 Fire & Emergency Procedures

- Fire alarms and extinguishers must be installed in strategic areas.
- Evacuation routes and assembly points must be clearly marked.
- Fire drills must be conducted at least once a year.

5.5 COVID-19 and Infectious Diseases

- Promote handwashing, hygiene, and sanitation.

- Follow Ministry of Health guidelines for vaccinations and disease control.

5.6 School Transportation Safety

- All school buses must be roadworthy, insured, and equipped with first-aid kits and fire extinguishers.
- Drivers must be licensed, trained, and drug-free.
- Students must follow seatbelt rules and remain seated during transit.

5.7 Occupational Safety for Staff

- Staff must not engage in tasks that pose risks without training.
- Pregnant or medically vulnerable staff must not be assigned hazardous duties.

6. Accident Reporting and Investigation

- All accidents or near-miss incidents must be reported immediately and a written incident report must be completed within 24 hours.
- Investigations must identify causes and corrective measures to prevent recurrence.

7. Training and Awareness

- Provide orientation for new staff and students on health and safety procedures.
- Organize periodic workshops on fire safety and emergency response.
- Display safety posters and instructions in classrooms, labs, hostels, and hallways.

8. Policy Review

This policy will be reviewed when:

- New legislation is introduced.
- Improvements or changes are required.

9. Approval – Signature and date

Managing Director