

	OCCUPATIONAL SAFETY & HEALTH MANAGEMENT SYSTEM	Revision: 01
	OSH POLICY	Issue Date: 6th December, 2024
	Document No: AGS-OSHMS - POL	Issue No: 01

1.3 Occupational Safety and Health - Types of Business at AGS (CANADA)

1.3 Type business activities of business activities undertaken

Description the type of business activities Undertaken by AGS (CANADA)

Abu Dhabi Grammar School (Canada) is a Canadian school accredited by the Department of Education Nova Scotia, Canada. We implement the curriculum of the Province of Nova Scotia from Kindergarten through to Grade 12. The curriculum includes activities, excursions, field trips, health programs, art, science experiments, an intensive sports program (including swimming), IT courses and technology is deeply embedded in the curriculum.

The variety of activities and operations at the school are:

Business/Activity	Grades	Description
A) Academic		
Classes and courses (Gr. 10-12)	KG1 - Grade 12	Everyday 8:00 - 15:15
PE classes	KG1 - Gr. 12	Everyday as scheduled
Recess periods	KG1 - Gr. 12	Twice a day for 20 minutes for each grade
Examinations & Assessments (mostly online)	KG2 - Gr. 12	As scheduled
Use of technology in classes	KG1 - Gr. 12	Chromebooks, ipads, laptops, interactive boards We only use school-managed devices and white list these. They all have active licenses on our system. We do not allow any foreign machines in.
Swimming classes	Grades 4 to 10	As scheduled - all teachers are certified instructors and lifeguards and approved by ADEK. We also have

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		3rd party lifeguards on the premises during these swimming periods.
Library	KG1 - Gr. 12	As scheduled
Assemblies	KG1 - Gr. 9	As scheduled
School activities/assemblies	KG1 - Gr. 12	As scheduled
Experiments and science labs	Gr. 1 - Gr. 6	In class
	Gr. 7 to Gr. 12	In science classes or labs
B) Extracurricular Activities		
After school care	KG1 - Gr.2	Daily 2:15 - 3:15
Sports Activities	Gr. 6 - Gr. 12	Sports teams <ul style="list-style-type: none"> - In-school practise - Rented spaces near the school
School field trips	KG1 - Gr. 12	As scheduled & approved by ADEK
School Sports Tournaments	Gr. 6 - Gr. 12	Outside venues as scheduled
Book Fairs	All school	Twice a year
Annual Events	All school	As scheduled and approved by ADEK
C) Operations		
Receptions	Three reception areas	Receive visitors, parents and students especially during recruitment
Security	3 available	2 at the gate AM/PM shifts 1 CCTV (female)
Medical Clinic	2 nurses	As per ADEK and OSH
Students of Determination	KG1 - Gr. 12	Building is adapted to facilitate their movement and meet their needs
Canteen/restaurant	All school	School has a permit - licenses and

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		inspection reports are available
Cleaning and disinfecting	Males and females	Scheduled tasks, duty rosters, (receive training for chemical handling)
Student supervision	KG1 - Gr. 12	7:30 - 7:53 (morning arrival) Recess periods (as scheduled) After school care Dismissal times 2:15, 3:00, 3:15
Accounting	Financial	Financial activities and operations
OSH	All school	Occupational Health & Safety Responsibilities and practices including evacuation and other drills
Administrative	All School	Administrative operations throughout the school
Maintenance	Contractors and in-school minor activities	Outside contractors (contracts available)
Transportation	Registered students on Salama System	Third party (bus monitors are in-school with permits)
Network Management & Security	Technology Department	Support for entire school Activities, monitoring, testing and updating
Environmental (also includes recycling and waste management and correct disposal of chemicals and storage procedures)	All school	Maintain a safe environment for all stakeholders including visitors and other third personnel on campus. This includes but not limited to cleanliness, hygiene, maintenance building, following safety codes at the kitchen, clinic, bookstore, library, gym, swimming pool, classes, music and art rooms, electrical rooms, cctv, server room and any other area that may be used or occupied at any one time during the school day, weekends, or

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		during vacations as personnel are scheduled to be available or during storms or extreme weather conditions
Inclusion	All school (very few cases)	We have very few students but none are physically challenged. There is a dedicated room for Student Support.
Traffic Management	Entire school	We share a public parking with the residents and K.M. Department Store. We have two entry and exit gates. The side gate is shared with side street and the area to the right is used for School Bus Parking only. This gate is used for Bus students and Grades 7 to 12. We have several monitors to ensure safe arrival and smooth sailing. The main gate has a slightly secluded parking but it is a safer drop off/and pick up area for the younger students. It faces the main reception and accounts. Security there is 24/7.
Prayer Rooms: separate rooms for males and females Monitored at all times	1 room for male worshippers 1 room for female worshippers	The female prayer room is on the ground floor next to the younger grades. It is an easier route for traffic. The male prayer room is next to the security office.



(Principal)



(Vice Principal - Junior High)

Date: Dec. 13/24

