



12 March 2019

Dear One & All

### **STUDENT ACCIDENT EMERGENCY COVER, LIGHTNING WARNING SYSTEM & BUS SAFETY**

We write to bring your attention to three important matters. Each has to do with the safety and care of our students and staff.

All our parents are requested to read the following letter. Specifically, parents are requested to check student medical data on the Saints Secure Portal by 20 March 2019, as outlined below.

#### **ACCIDENT EMERGENCY COVER**

Towards the end of last year, we began a process of sourcing a new service provider of accident emergency cover. After a thorough comparison of options available, the College Executive approved a service provided by Netcare 911 which covers serious to life-threatening injuries arising from accidents which occur when students and staff are participating in school-related activities.

Netcare 911 operates a 24-hour emergency medical assistance line available (082-911 or 010 209-8339) for all emergencies to be dealt with in accordance with the terms and conditions of the policy.

The Infomed system is no longer in use and we have written confirmation that all data has been deleted from the Infomed database. Student medical data previously stored on the Infomed database has been migrated to the Saints Secure Portal.

To ensure that each student's medical data is correct and updated, we request parents to log on to the Saints Secure Portal via the College website ([www.stithian.com](http://www.stithian.com)) to verify that the data is correct and to make any changes necessary. **Please can this be done by 20 March 2019.**

It needs to be stressed that it is important for parents to update a child's medical information on the Secure Portal whenever there are changes, as the College cannot be held responsible should a child require medical attention and the information on the system is incorrect. No staff member has access to be able to edit, add, delete this information, so the onus is strictly on parents/guardians.

As indicated in the Fees Booklet, this emergency accident cover is an additional charge applicable to each student. The amount will be added, as a once-off annual figure, to student accounts in the April billing.

Some important information to note:

- The Accident Emergency Cover provided is available for serious to life-threatening emergency medical cases only.
- Minor / non-life-threatening injuries are to be claimed for from the medical aid cover of the student.
- Students who are involved in an accident and require emergency medical assistance whilst participating in school activities will be transported to the nearest receiving private hospital Emergency Rooms (ER), where our insurers will provide a Guarantee of Payment (GOP) up to R25,000 per person.

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- Sandton Medi-Clinic is our obvious hospital of choice for accident/emergency related injuries that occur whilst on the school campus. However, when a student is on a tour or outing, the service provider will transport the injured student to the nearest private hospital Emergency Rooms.
- In cases of minor or non-life-threatening injuries sustained in an accident, the parents/guardians of injured students are expected to use their medical aid cover or to pay directly for treatment. Claims will not be able to be made against the policy for these injuries.
- In the event that parents/guardians have used their medical aid to obtain treatment for serious / life-threatening injuries of students, they can submit a claim form (copy on the Document Portal) and proof of medical expenses to [accidentclaims@stithian.com](mailto:accidentclaims@stithian.com). These will then be forwarded to the scheme's insurers for assessment.
- Details of the additional information that is required to be submitted is specified on the claim form. This additional information may take a few days to obtain after the claim is lodged, but please ensure the information is sent to [accidentclaims@stithian.com](mailto:accidentclaims@stithian.com) as soon as you receive it to avoid any delays in settling the claim.
- This policy does not cover existing medical conditions the student may have such as diabetes, heart problems, asthma, etc – this is an emergency accident plan that includes major injuries.

To follow up with queries regarding the cover, please send an e-mail to [accidentclaims@stithian.com](mailto:accidentclaims@stithian.com).

### **LIGHTNING WARNING SYSTEM**

There have been several recent fatal lightning strikes in Johannesburg. It is important that we as the Saints community are aware of the dangers of lightning and of the procedures which are in place to ensure, as far as is reasonably possible, the safety of our students, staff, parents and all visitors to the campus.

The College has implemented an early warning lightning detection system for the past 10 years. The system is linked to the SA Weather Bureau, giving us as accurate as possible information about storms and lightning activity in the vicinity of the campus. The system is monitored daily via computer and cell phone, and a Lightning Warning Whatsapp Group of relevant staff communicates potential lightning danger.

The St Stithians storm early warning detection system is set to signal an alarm when there is danger of a grounded lightning strike within a 15km radius of the campus. The alarm is signalled through one long warning siren, which sounds at various points. While the system is in alert mode, red strobe lights are activated at the gate entrances and at various outdoor venues. Relevant senior staff and sports coaches receive an SMS or WhatsApp message of the lightning alert. In the event that the alarm does not sound (for example due to mechanical breakdown), the communication amongst staff will assist with taking action.

When the warning siren sounds, all outdoor activities are to stop immediately, and everyone is to take shelter in a building as close as possible. Only when the All-Clear siren has sounded (two shorter sirens), will outdoor activities commence, and it is regarded to be safe for individuals to move outside. Individuals who move outdoors while the alarm siren period is active do so at their own risk.

To assist people coming onto campus who may not be aware that the warning siren has sounded, we have installed red strobe lights at all the guard houses and at various sporting facilities around campus. The strobe lights will light up and flicker for the duration that lightning is active in the area. Once the all clear siren sounds, the lights will go off and all external activities may resume.

It is important to note that even if there are clear blue skies above – if the warning siren sounds, all outdoor activities are to stop immediately, and shelter sought until the all clear siren sounds. If one

counts 30 seconds or less between a lightning flash and when one hears thunder, one is at extreme risk and should seek shelter immediately.

The College's [Lightning Procedure](#) is available on [www.stithian.com](http://www.stithian.com). We are also updating the lightning signage around campus to keep the school community well informed.

## **COLLEGE BUS SERVICE**

The College has been through a lengthy tender process to procure the services of a bus provider that meets our budget, quality and safety standards, as well as BBBEE criteria. We are pleased to announce that we have signed a 4-year contract with Phola Coaches / Luxliner, who will be supplying us with all our bus requirements. They offer a range of different size buses to suit our needs and that are well maintained and serviced, have adequate Public Liability and Passenger Liability Insurance and fully support gender equality in that they have female as well as male bus drivers.

Whilst Phola Coaches are responsible for ensuring the buses meet the health & safety standards as per the Occupational Health & Safety Act, Act 85 of 1993 and the National Road Traffic Act, Act 93 of 1996 (as amended), the College Security staff are also responsible for conducting our own health & safety checks against a comprehensive checklist. The teaching and coaching staff are in the process of being trained on how to conduct these checks for when they are on tours or outings.

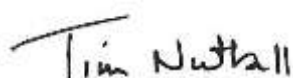
The buses are fitted with seat belts; internal closed loop cameras to monitor driver behaviour; a smart locator system; front and rear cameras; a fatigue monitoring system to ensure the bus drivers don't fall asleep; security monitoring; and air-conditioning.

Certificate of Fitness (CoF) tests are conducted every 6 months, full vehicle safety checks are conducted every two weeks and brake tests are done monthly, no re-tread tyres are used, buses have a speed limit of 100 km/h and the maximum drive time per driver on long distance trips is 5 hours. Drivers are required to undergo training on a regular basis and have PDP licences.

We are following up with the bus company on the recent unsatisfactory condition of the bus provided for the Girls' Prep choir camp.

We are committed to taking reasonable steps to ensure personal safety and optimal responses to the three aspects of school life addressed in this letter. We request all in our community to be safety-minded and if you have suggestions for improvement, please send an e-mail to [rector@stithian.com](mailto:rector@stithian.com).

Kind regards



**TIM NUTTALL**  
Rector



**RENÉ SWART (Mrs)**  
Head of Operations