



SAFETY RISK MANAGEMENT POLICY

Student Health & Safety

Student safety is our first primary concern. During your stay at Accademia Italiana all efforts are made to ensure a risk free environment and to guarantee your security.

Accademia Italiana is committed to achieving and maintaining the highest standards of health and safety for all employees and students. This is accomplished by:

- The identification of all workplace hazards
- The identification of all people who may be exposed to the hazards
- The evaluation of the significant risks to which employees, students and others are exposed
- The recognition of the likelihood of foreseeable accidents, injuries occurring
- The selection of realistic and practical precautions and control measures

Risk Assessments ARE carried out by persons who are trained and competent in the process but it is essential that everyone participates to make it a success.

With this in mind, it is also important to note that all students take responsibility for their own safety and security during their stay. This means that students and participants in Accademia Italiana programs committ themselves to avoid dangerous situations.

Accidents and Medical Insurance

Accademia Italiana takes out an insurance policy to guarantee staff and students safety on the school premises.

Students are advised to take out a medical and personal insurance before leaving their home country. Citizens from the European Union are entitled to free medical care in Italy if they hold an E111 Form which can be obtained from their local health authority in their home country.

Accademia Italiana can also provide information in order to take out a private insurance which covers students during their stay in Italy. This insurance is not included in the course price , it has an extra cost and it is available upon request.

Medical Emergency

In case a medical emergency arises during your stay in Italy, please immediately contact the nearest hospital by calling the number **118**. If the emergency arises while you are at school, Accademia Italiana Staff will put in place all the necessary procedureS to guarantee assistance and hospitalization. If the emergency arises while you are at home, your host family will contact the nearest hospital or the doctor and then they will contact the Emergency contact at ACCADEMIA ITALIANA. In any case, students can contact our emergency numbers for questions.

Accademia Italiana Centro Linguistico e Culturale

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Students with illnesses such as mono, the flu, bronchitis, or chicken pox or with recovery from surgery are asked to stay at home, rest and recover in order to avoid any risk for themselves and for the other students and faculty at the host school.

If a student is sick, he/she can ask Accademia Italiana to schedule an appointment with our doctor. The doctor's office is located a few minutes walking distance from the school (15 minutes) and from our accommodation (max. 25 minutes walking distance). Private visits and prescriptions have extra costs that must be paid for by the student.

Salerno hospital "San Giovanni di Dio e Ruggi D' Aragona) is located in via S. Leonardo 1 – Salerno, in the city centre, it takes 10 minutes by car/taxi/ ambulance from the school.

A first aid box is kept in the school premises, next to the Front Desk Office. In case you need it, please ask our secretaries at the front desk. WE INFORM STUDENTS OF THIS KIT UPON THEIR ARRIVAL AS WELL.

For **First Aid at school please contact our Front Desk Office.** For any emergencies, please contact the following numbers: We give students a card with this information on it at the school orientation on the first day.



FIRST AID	118
	089/790150; 089/694221
	089 5647306
HOSPITAL	118
	089 671111
EMERGENCY	118 or 800885666

Other Emergency Contacts for Italy:

112 is the European emergency phone number, available everywhere in the EU, free of charge. The following emergency numbers are also available, and you may dial them directly.

USA Embassy : 06-467-41 (from within Italy)

USA Consulate General Naples : (+39) 081.583.8111/ (+39) 081-583-8221

Police: 113

Fire: 115

Other Embassies: <http://www.esteri.it/mae/doc/lda.pdf>



School Emergency numbers:

Telephone: + 39 089 256965

Mobile numbers: + 39 345 071 6013 (Mrs. Tiziana Raso); + 39 393 885 5328 (Mrs. Flora La Pietra)

You should enter these numbers in your contact list on your cell phone and carry them with you at all times or on a separate piece of paper in your back pack or in your pursue.

Fire Safety information at school

All our students must carefully read the fire notices in the corridor of the school and they must be aware about the instructions with regards to exiting the building. In case of fire no one should stop to collect personal belongings and students must look for the nearest escape route. In the event of A fire the fire brigade must be called at **115**. Teachers are responsible for escorting the students off the premises. Once safely outside the teacher of each class is responsible for checking the registre/roster to ensure that all students are safe.



Earthquake Safety

In case OF AN Earthquake/s, drop to the floor, take cover under a sturdy desk or table, and hold on to it firmly. Be prepared to move with it until the shaking stops. If you are not near a desk or table, drop to the floor against the interior wall and protect your head and neck with your arms. Avoid exterior walls, windows, hanging objects, mirrors, tall furniture, etc.

General Safety Measures:

1. Please keep a photocopy of your passport and permit to stay (*permesso di soggiorno*). Keep the originals in a safe place at home.
2. Please keep school emergency numbers and your host family address and telephone number always with you.
3. Avoid, at present, any large gatherings of people, such as demonstrations. When you go out in the evening, always go with friends or in groups and let people know where you are.
4. If you are concerned about your safety, reach out for assistance. You may email the Director of the school francescamemoli@accademia-italiana.it or call school emergency numbers at any time.
5. Keep abreast of the news and use common sense and good judgment in all situations—trust your instincts when it comes to safety issues and take no risks.