



**INDIAN SCHOOL SOHAR  
CIRCULAR  
LKG to XII**

**ISS/WEBCIR/047/23-24**

**11<sup>th</sup> September 2023**

**GROUP PERSON ACCIDENT POLICY FOR STUDENTS**

Dear Parents,

1. The school has Group Person Accident policy for students to cover medical expenses incurred due to accidental injury to its students in the school premises or during to and fro from the place of resident to the school in bus, excluding any coverage coming within the scope of motor insurance.
2. In case of accidental injury to a student, the parent must inform the school office immediately by sending a mail to ***opnmanager@indianschoolsohar.com*** in the following format:
  - a) **Student name:**
  - b) **GR no.:**
  - c) **Class & Sec.:**
  - d) **Nature of injury:**
  - e) **Hospital name:**
  - f) **Doctor name:**
  - g) **Copy of the prescription.**
3. After completing the treatment and on getting medical fitness certificate, the following original documents should be submitted within 48 hours to the Operations Manager, Indian School Sohar, for submitting it to the insurance company for claiming the insurance:
  - i. **Medical report from the doctor.**
  - ii. **Prescriptions by the doctor.**
  - iii. **All the invoices, in original, for the treatment and medicines taken.**
  - iv. **X-rays or any other scans.**
4. Please note that a charge of RO 5/- per claim will be deducted by the insurance company from the reimbursement amount / claimed amount, if claim is approved.

Warm regards,

*Sanchita Verma*

Sanchita Verma  
Principal  
Indian School Sohar

