



DOCUMENT TITLE		Learner welfare Policy	DOCUMENT Ref. GLTI/PR/QA -15	
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Learner Welfare Facilities Policy

1. Purpose & Scope

Green Line Institute is committed to providing a safe, supportive, and inclusive learning environment that promotes the academic success and holistic well-being of all learners. This policy outlines the welfare facilities available on campus and establishes the standards for their accessibility, maintenance, and usage.

This policy applies to all registered learners, staff, and visitors at Green Line Institute.

2. Core Welfare Facilities

2.1 Health & First Aid Facilities

- **First Aid Station:** A dedicated, clearly marked First Aid station is maintained on campus, stocked with regulated medical supplies.
- **Trained Personnel:** Certified First Aid officers are available during all operational hours.
- **Emergency Response:** In the event of a medical emergency, staff will coordinate immediately with local emergency medical services.

2.2 Mental Health & Counselling Spaces

- **Quiet / Reflection Room:** A designated, low-stimulus space is available for learners requiring a quiet environment for mental decompression, prayer, or meditation.
- **Counseling Office:** A private, confidential space is provided for learners to access mental health support and academic counseling.

2.3 Sanitation & Personal Hygiene

- **Accessible Restrooms:** Well-maintained, hygienic restrooms are distributed across the campus, including gender-neutral and fully accessible (ADA-compliant) facilities.
- **Lactation & Parent Room:** A private, secure room equipped with comfortable seating, an electrical outlet, and a sink is available for nursing mothers.

2.4 Hydration & Nutrition

- **Water Stations:** Clean, filtered drinking water stations are freely accessible throughout all institute buildings.
- **Learner Lounge / Kitchenette:** A communal space equipped with microwaves, refrigerators, and seating is provided to allow learners to store and prepare their own meals safely.

3. Accessibility & Inclusivity

Green Line Institute ensures that all welfare facilities are designed and maintained to be accessible to individuals with disabilities.

- **Physical Access:** Ramps, elevators, and clear signage are maintained to ensure barrier-free access.

- **Reasonable Accommodations:** Learners requiring specific facility adjustments due to medical, physical, or religious needs should contact the Learner Welfare Office to arrange appropriate accommodations.

4. Roles & Responsibilities

4.1 The Institute Management

- Ensure adequate funding and resources are allocated for the upkeep and expansion of welfare facilities.
- Conduct bi-annual reviews of facility standards and student compliance.

4.2 Facilities & Maintenance Team

- Maintain high standards of cleanliness, hygiene, and physical safety across all spaces.
- Conduct regular safety audits of first aid kits, water filtration systems, and emergency exits.

4.3 Learners

- Respect the shared facilities and use them responsibly.
- Report any maintenance issues, safety hazards, or depletion of first aid supplies immediately to campus staff.

5. Policy Review

This policy is a living document and will be reviewed annually by the Learner Welfare Committee to ensure it meets evolving regulatory standards and the diverse needs of the Green Line Institute community.