

Asthma Policy

To enable every individual regardless of ability to achieve their full potential, to prepare for future life and to become life long learners, developing a thirst for learning and to become good citizens equipped for the challenges of the 21st century.

Our motto is - **It's fun to learn**

The values that underpin this vision can be set out under the following headings.

To Develop An Understanding Of Self

Each child should be guided to

- Develop an appreciation and awareness of self
- Become independent learners and thinkers
- Achieve their fullest potential regardless of their ability and gender
- Have high personal expectations of work and behaviour
- Have a positive attitude towards their own learning
- Show a healthy attitude to living an active life through sport and other recreational activities

To Develop An Understanding Of Relationships

Each child should

- Care for others and oneself
- Show mutual respect and tolerance for spiritual and cultural diversity
- Understand the importance of learning together, and working together as a team

To Develop An Understanding Of Society

Each child should endeavour to become

- Good citizens
- Effective and constructive members of the community
- Able to appreciate and celebrate their own and others success
- Valuable members of the school community

To Develop An Understanding Of The Environment

Each child should

- Take an active role in caring for the learning environment of the school
- Be safe and cared for in a stimulating learning environment
- Appreciate and respect the environment of the school

Through exposure to a wide range of teaching and learning experiences, pupils will achieve their full potential as independent, THINKING learners. Relevant, enjoyable and enriching activities will develop their thirst for life-long learning.

As a school our belief is that every child deserves to succeed regardless of his or her ability.

The Principles of our school Asthma Policy

- The School recognises that asthma is an important condition affecting many school children and welcomes all pupils with asthma
- Ensures that children with asthma participate fully in all aspects of school life including PE
- Recognises that immediate access to reliever inhalers is vital
- Keeps records of children with asthma and the medication they take
- Ensures the school environment is favourable to children with asthma
- Ensures that other children understand asthma
- Ensures all staff who come into contact with children with asthma know what to do in the event of an asthma attack
- Will work in partnership with all interested parties including all school staff, parents, governors, doctors and nurses, and children to ensure the policy is implemented and maintained successfully

This policy has been written with advice from the Department for Education, National Asthma Campaign, the local authority, the school health service, parents/carers, the governing body and pupils

1. This school recognises that asthma is an important condition affecting many school children and positively welcomes all pupils with asthma.
2. This school encourages children with asthma to achieve their potential in all aspects of school life by having a clear policy that is understood by school staff, their employers (the local authority) and pupils. Supply teachers and new staff are ALSO MADE AWARE OF THE POLICY. All teachers, and at least one member of staff in each class is provided with asthma training on a regular basis. Mrs Melanie Havelock, Asthma Lead is responsible for all aspects of implementing this Asthma Policy.

Medication

We have two labelled emergency kits and these are kept in the Medical room next to the school office Each kit contains a salbutamol metered dose inhaler, at least two spacers compatible with the inhaler, instructions on using the inhaler and spacer and instruction on cleaning and storing the inhaler and manufacturers information. A list of children permitted to use the emergency inhaler and a record of any administration. All information pertaining to children with inhalers in school including expiry dates is kept on our online system called Medical Tracker. A physical list is supplied to teachers at the beginning of each year and updated as needed throughout the year. Any usage should be documented so that it can be monitored when the inhaler is running out.

The inhaler has 200 puffs, so when it reaches 180 puffs used, the school will replace it. The spacer can be reused, after each use it will be dismantled and washed in hot soapy water using a soft cloth, and left to air dry and then reassembled. The inhaler can also be reused, but following use, the inhaler canister can be removed and the

plastic inhaler housing and cap can be washed in warm running water and left to air dry. The canister can then be returned to the housing when dry and the cap replaced. Staff have been trained to administer the emergency inhaler and there are pictorial and written instructions around the school as well as in the emergency kits.

Immediate access to a reliever inhaler is vital. Children are encouraged to carry their inhaler as soon as their parents, carer, doctor, nurse or class teacher agree they are mature enough to manage their own medication. Children should always tell their class teacher or first aider when they have had occasion to use their inhaler. Records are kept each time an inhaler is used and recorded on Medical Tracker which is then communicated to parents/carers via email. This applies to all children on the asthma list within the school. The reliever inhalers for children who are not yet ready to carry their own, are kept in their individual classroom in a designated first aid area marked with a green and white first aid sign and are easily available to all members of staff.

All inhalers must be labelled with the child's name by the parent/carer. School staff are not required to administer medication to children except in an emergency, however many of our staff are happy to do this. School staff who agree to do this are insured by the local authority when acting in accordance with this policy. **All school staff will let children take their own medication when needed.**

Record Keeping

At the beginning of each school year, or when a child joins the school, parents/carers are asked to inform the school if their child is asthmatic. All parents of children with asthma are required to complete a School Asthma Card (Asthma UK) (Appendix 1) and return it to the school. From this information the school keeps a record of this on Medical Tracker and via student medical cards that are displayed in the staff room and medical room. This asthma register is also kept in the emergency inhaler kits. If any changes are made to a child's medication it is the responsibility of the parents or carer to inform the school.

Asthma inhalers for each child are recorded on Medical Tracker which reminds us of expiration dates, but it is the responsibility of the parents or carer to inform the school if medication is reaching its expiration date and to supply new medication. Each child's inhaler is kept in their own classroom in a named wallet containing their individual medication and asthma card, in their class clearly designated first aid area.

All staff members are responsible for acquainting themselves with the triggers of a possible attack (allergies, colds, cough, cold weather) for each individual child in their care. All this information is found in their medication wallet along with their medication.

PE

Taking part in sports is an essential part of school life. Teachers are aware of which children have asthma from the medical/asthma register. Children with asthma are encouraged to participate fully in PE. Teachers will remind children whose asthma is triggered by exercise to take their reliever inhaler before the lesson. Each child's inhalers will be labelled and kept in a box at the site of the lesson. If a child needs to use their inhaler during the lesson, they will be encouraged to do so. Records are kept on Medical Tracker every time a child uses their inhaler and parents/carers will be informed the same day via email from Medical Tracker.

School Trips and Outside Activities

When a child is away from the school classroom on a school trip, club, outside sport or PE, their inhaler should accompany them and be made available to them at all times.

Parents/carers will be informed when their child has used their medication outside of school via Medical Tracker.

The School Environment

Staff Training

All staff will receive regular asthma updates. This training can be provided by the school nursing team or accessed on line by:

<https://www.educationforhealth.org/supporting-children-and-young-peoples-health-improving-asthma-care-together/>

Face to face training delivered by the school nursing team takes place for Oldfield Staff annually, and we aim to ensure a minimum 85% of staff complete this.

The school does all that it can to ensure the school environment is favourable to children with asthma. The school does not keep furry and feathery pets and has a non-smoking policy. As far as possible the school does not use chemicals in science or art lessons that are potential triggers for children with asthma. Children are encouraged to leave the room and go and sit in the break out area if any particular fumes trigger their asthma.

Making the School Asthma Friendly

The school ensures that all children understand asthma. Asthma can be included in Key Stages One and Two in Science, Design and Technology, Geography, History and PE of the National Curriculum. All students and staff members are encouraged to learn about asthma; information for children and teens can be accessed from the following website www.asthma.org.uk.

When a Child is falling behind in lessons

If a child is missing a lot of time from school because of asthma or is tired in class because of disturbed sleep and falling behind in class, the class teacher will initially talk to the parents/carers. If appropriate, the teacher will then talk to the school nursing team and special educational needs coordinator about the situation. The school recognises that it is possible for children with asthma to have special education needs because of asthma.

Asthma Attacks

Children diagnosed with asthma or a wheeze, which can present as:

- Wheezing
- Coughing
- Shortness of breath

should be given 2 to 6 puffs of their reliever (blue) inhaler. If better, no action is required. If 6 to 10 puffs are needed, parents/carers need to be called and a child collected and seen by a medical professional the same day.

If little or no improvement after 10 puffs, **dial 999** but at the same time continue to give 10 puffs of inhaler every 15 minutes until medical help arrives or symptoms improve. In the event of an ambulance being called, the pupil's parents/carers will always be contacted.

In the event of a pupil being taken to hospital by ambulance, they would always be accompanied by a member of staff until a parent/carer is present.

All staff who come into contact with children with asthma know what to do in the event of an asthma attack. The school follows the above procedure, which is clearly displayed in all classrooms and around the school.

After the attack

Minor attacks should not interrupt a child's involvement in school. When they feel better, they can return to school activities.

The child's parents/carers will be informed about the attack immediately.

Informing Parents/Carers of Emergency Salbutamol Inhaler Use

Informing parents is now done electronically via Medical Tracker. Parents are sent an email with all the details of the event as entered by the member of staff dealing with the medication.

Appendix 1 (copy of an original)

School Asthma Card

To be filled in by the parent/carer

Child's name:

Date of birth:

Address:

Parent/carer's name:

Telephone - home:

Telephone - mobile:

Email:

Doctor/nurse's name:

Doctor/nurse's telephone:

This card is for your child's school. **Review the card at least once a year and remember to update or exchange it for a new one if your child's treatment changes during the year.** Medicines and spacers should be clearly labelled with your child's name and kept in agreement with the school's policy.

Reliever treatment when needed

For shortness of breath, sudden tightness in the chest, wheeze or cough, help or allow my child to take the medicines below. After treatment and as soon as they feel better they can return to normal activity.

Medicine	Parent/carer's signature
<input type="text"/>	<input type="text"/>

If the school holds a central reliever inhaler and spacer for use in emergencies, I give permission for my child to use this.

Parent/carer's signature:

Date:

Expiry dates of medicines

Medicine	Expiry	Date checked	Parent/carer's signature
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Parent/carer's signature:

Date:

What signs can indicate that your child is having an asthma attack?

Does your child tell you when he/she needs medicine?

Yes No

Does your child need help taking his/her asthma medicines?

Yes No

What are your child's triggers (things that make their asthma worse)?

Pollen Stress

Exercise Weather

Cold/flu Air pollution

If other please list

Does your child need to take any other asthma medicines while in the school's care?

Yes No

If yes please describe

Medicine	How much and when taken
<input type="text"/>	<input type="text"/>

Dates card checked

Date	Name	Job title	Signature / Stamp
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

To be completed by the GP practice

What to do if a child is having an asthma attack

- 1 Help them sit up straight and keep calm.
- 2 Help them take one puff of their reliever inhaler (usually blue) every 30-60 seconds, up to a maximum of 10 puffs.
- 3 Call 999 for an ambulance if:
 - their symptoms get worse while they're using their inhaler - this could be a cough, tiredness, wheeze, tight chest or sometimes a child will say they have a 'tummy ache'
 - they don't feel better after 10 puffs
 - you're worried at any time.
- 4 You can repeat step 2 if the ambulance is taking longer than 15 minutes.



Any asthma questions?

Call our friendly helpline nurses

0300 222 5800

(Monday-Friday, 9am-5pm)

www.asthma.org.uk

The Asthma UK (The British Lung Foundation Partnership) is a company limited by guarantee. It is a registered charity. Number: 1097654. Registered office: 100 Brook Green, London W8 3LS. Registered office: 100 Brook Green, London W8 3LS. Registered office: 100 Brook Green, London W8 3LS. Registered office: 100 Brook Green, London W8 3LS.