



## Elloughton Primary School: Policies, Procedures, Codes & Guidance

# Asthma policy

Autumn 2020

### Purpose

This policy has been written with advice from Asthma UK and the Department for Children, Schools and Families in addition to advice from healthcare and education professionals.

Elloughton Primary School recognises that asthma and recurrent wheezing are important conditions affecting increasing numbers of school age children. This school welcomes pupils with asthma.

The school encourages all children to achieve their full potential in all aspects of life by having a clear policy and procedures that are understood by school staff, parents / carers and by pupils.

All staff who have contact with these children are given the opportunity to receive training from the school nursing team/specialist nurses. Updates for training are offered at regular intervals and this school will ensure attendance by staff. This will take place at least every two years and more often if there are pupils within the school who have significant asthma symptoms or there are significant changes to the management of asthma in children.

Developing and implementing an asthma policy is essential for all schools.

### Indemnity

School staff are not required to administer asthma medication to pupils except in an emergency. However many staff may be happy to give routine medication on the advice of an appropriate healthcare professional. School staff who agree to administer asthma medication are insured by relevant authorities when acting in agreement with this policy. All school staff will allow pupils **immediate** access to their own asthma medication when they need it.

### What is Asthma?

Asthma is a common condition which affects the airways in the lungs. Symptoms occur in response to exposure to a trigger e.g. pollen, dust, smoke, exercise etc. These symptoms include cough, wheeze, chest tightness and breathlessness. Symptoms are usually easily reversible by use of a reliever inhaler but all staff must be aware that sufferers may experience an acute episode which will require rapid medical or hospital treatment.

### Medication

Only reliever inhalers should be kept in school. Usually these are blue in colour. **Immediate access to reliever inhaler is vital.**

All inhalers will be stored in the classroom, allowing easy access when the children require them. Children in Key Stage 1 will have a designated area where they are stored and easily accessed whilst being monitored by staff. Children in Key Stage 2 will be encouraged to take responsibility for their inhalers.

N.B. Inhalers should not be stored in the school office or similar as this will not allow quick



## Elloughton Primary School: Policies, Procedures, Codes & Guidance

enough access in an emergency.

As a guideline we would recommend that, at Key Stage 2, pupils will carry their own inhalers with them at all times. Good practice indicates that a spare inhaler is kept in school by the teacher for use if the original runs out or is lost

**Children, who are able to identify the need to use their medication, should be allowed to do so, as and when they feel it is necessary.**

### Record Keeping

When a child with asthma joins the school a health care plan will be completed and parents will be given a copy of our Asthma policy

Details of their child's condition will be kept on our Medical Needs register which is available for all school staff. This register will be updated at least annually or more frequently if required using information supplied by the parent/carer.

### Physical Education

Taking part in sports is an essential part of school life and important for health and wellbeing and children with asthma are encouraged to participate fully.

Symptoms of asthma are often brought on by exercise and therefore, each child's labelled inhaler will be available at the site of the lesson.

Certain types of exercise are potent triggers for asthma e.g. cross country running and field activities. Any child who knows that an activity will induce symptoms will be encouraged to use their reliever inhaler prior to exercise, will carry it with them and will be encouraged to warm up prior to participating and cool down after.

### School trips and residential visits

No child will be denied the opportunity to take part in school trips/residential visits because of asthma, unless so advised by their GP or consultant.

The child's reliever inhaler will be readily available to them throughout the trip, being carried by the child themselves. For residential visits, staff will be trained in the use of regular controller treatments, as well as emergency management. It is the responsibility of the parent/carer to provide written information about all asthma medication required by their child for the duration of the trip. Parents must be responsible for ensuring an adequate supply of medication is provided. Group leaders will have appropriate contact numbers with them.

### Training

Designated staff will receive training on signs and symptoms of asthma and how to treat it as a part of the schools' CPD program.

### Asthma Education for children

It is recommended that all pupils should be educated about asthma. This could be through PSHE, drugs education, assemblies etc. Support for this may be available from your school nurse or the pediatric asthma specialist nurse.



# Elloughton Primary School: Policies, Procedures, Codes & Guidance

## Concerns

If a member of staff has concerns about the progress of a child with asthma, which they feel may be related to poor symptom control, they will be encouraged to discuss this with the parent/carer and/Inclusion Manager.

## Storage of inhalers

The following good practice guidelines for the storage of inhalers will be followed:

1. Inhalers will **NEVER** be locked away or kept in the school office.
2. All children with asthma will have rapid access to their inhalers as soon as they need them.
3. Devices will always be taken with the child when moving out of the classroom for lessons, trips or activities including outdoor learning.

### **N.B.**

In the unlikely event of another pupil using someone else's blue inhaler there is little chance of harm. The drug in reliever inhalers is very safe and overdose is very unlikely.

## Colds and viruses

When a child has a cold, it is sometimes necessary for him/her to have regular Ventolin for a few days. Therefore, a parent/carer may ask you to administer the blue inhaler every lunch time for approximately 1 week. The number of puffs will be advised by the parent/carer but may be anything between 2 and 8 puffs.

This does not replace using the inhaler as and when needed - it is in addition to this. Children should not be taking Ventolin every break/lunch time 'just in case' of symptoms.

## Emergency procedures

A flow chart is issued with this policy outlining the action to be taken in an emergency. Good practice suggests that copies are printed and displayed in the school office, staff room and relevant locations including classrooms where a pupil is

known to have severe asthma.

*In an emergency, where a child, who is a known asthmatic, is experiencing significant symptoms and has not got their own blue inhaler with them or it is found to be empty, it is acceptable to use the schools emergency inhaler and spacer. The emergency inhaler will be kept centrally, in a place where staff can access it with ease and will be used as per the asthma flow chart.*

This should then be recorded in asthma file stored in the school office.



## Elloughton Primary School: Policies, Procedures, Codes & Guidance

### Responsibilities

#### Parents/Carers have a responsibility to:

- Tell the school that their child has asthma.
- Ensure the school has complete and up to date information regarding their child's condition.
- Inform the school about the medicines their child requires during school hours.
- Inform the school of any medicines their child requires while taking part in visits, outings or field trips and other out of school activities.
- Inform the school of any changes to their child's medication.
- Inform the school if their child is or has been unwell which may affect the symptoms e.g. symptoms worsening or sleep disturbances due to symptoms.
- Ensure their child's inhaler (and spacer where relevant) is labelled with their child's name.
- Provide the school with a spare inhaler labelled with their child's name.
- Regularly check the inhalers kept in school to ensure there is an adequate amount of medicine available and that it is in date.

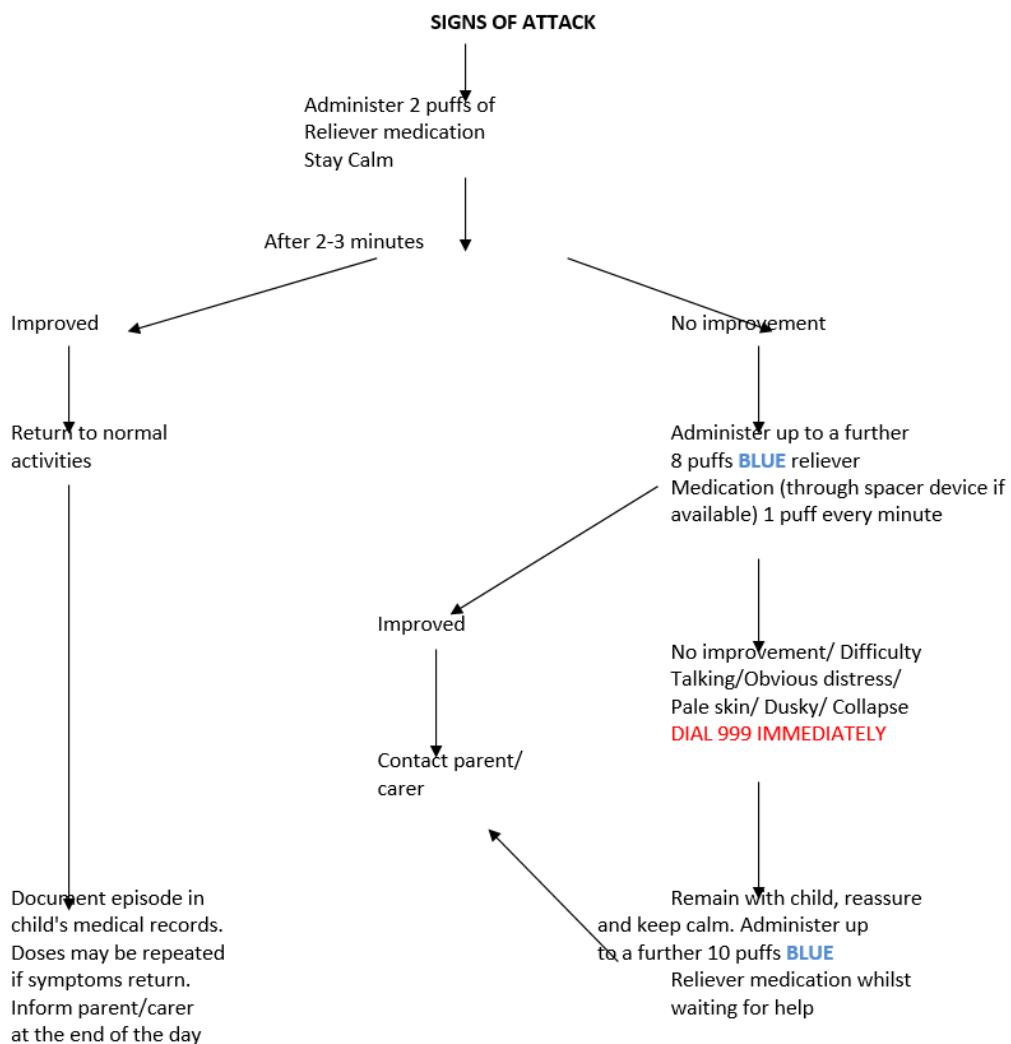
#### All school staff (teaching and non-teaching) have a responsibility to:

- Understand the school asthma policy.
- Know which pupils they come into contact with have asthma.
- Know what to do in an asthma attack.
- Allow pupils with asthma immediate access to their reliever inhaler.
- Inform parents/carers if a child has had an asthma attack.
- Inform parents if they become aware of a child using more reliever inhaler than usual.
- Ensure inhalers are taken on external trips/outings.
- Be aware that a child may be more tired due to nighttime symptoms.
- Liaise with parents/carers and Inclusion Manager if a child is falling behind with their work because of asthma.

Further information is available from [www.asthma.org.uk](http://www.asthma.org.uk)



## Elloughton Primary School: Policies, Procedures, Codes & Guidance





# Elloughton Primary School: Policies, Procedures, Codes & Guidance

## Adoption, Approval, Sign Off

Signed	<b>Bridgitte Holmes</b>
On behalf of	<b>Headteacher</b>
Date	<b>Autumn 2020</b>

## Document Control

Title of document	<b>Asthma Policy</b>
Revision number	
Review frequency	<b>3 years</b>
Next review date	<b>Autumn 2023</b>
Type or status	<b>policy</b>
Statutory?	<b>Yes</b>
Notes	