

St John with St Augustine CE Primary School

ASTHMA POLICY

(MAY 2017)

Background

This School recognises that asthma is a widespread, serious but controllable condition affecting many pupils. The School positively welcomes all pupils with asthma.

Our School encourages pupils 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 Governing Body) and pupils. Supply teachers and new staff are also made aware of the policy.

Record keeping

At the beginning of each school year or when a child joins the School, parents/carers are asked if their child has any medical conditions, including asthma, on their Medical Needs Form. All medical needs are disseminated to school staff.

Asthma medicines

Medication to treat the symptoms of asthma comes in the form of inhalers. Some children will have 'a preventer inhaler' (brown); these are children who have moderate to severe asthma. This type of inhaler is used daily to try to reduce the number of asthma attacks. All children will have a 'reliever inhaler' (blue). Reliever inhalers work by relaxing the muscles surrounding the airways, therefore, making breathing easier. Reliever inhalers are essential for treating children who have asthma during an attack.

Immediate access to reliever medicines is essential and pupils with asthma in KS2 are encouraged to carry their inhaler and in KS1 an adult is in charge of these. All inhalers are labelled with the child's name.

School staff are not required to administer asthma medicines to pupils **except in an emergency**; at which point the adult will be asked if h/she is happy to administer such medicine. School staff who agree to administer medicines are insured by the local education authority when acting in agreement with this policy. **All school staff will let pupils take their own medicines when they need to.**

Exercise and activity – PE and games

Taking part in sports, games and activities is an essential part of school life for all pupils. All teachers know which children in their class have asthma and all PE teachers at school are aware of which pupils have asthma from the School's Medical Needs Register.

Pupils with asthma are encouraged to participate fully in all PE lessons and/or out of school activities. If a pupil needs to use his/her inhaler during a lesson he/she will be encouraged to do so.

Classroom teachers follow the same principles as described above for other games and activities involving physical activity.

Out-of-School activities, trips and outings

The School will consider asthma triggers when planning out-of-school activities and will ensure there is a member of staff trained in First Aid in attendance. Pupils must ensure they bring the correct inhaler, which must be labelled. Failure to do so may result in pupils not being allowed to attend, if parents/carers cannot be contacted.

School environment

The School does all that it can to ensure the school environment is favourable to pupils with asthma. The School has a definitive No-Smoking Policy. As far as possible School does not use chemicals in Science and Art lessons which are potential triggers for pupils with asthma.

When a pupil is falling behind in lessons

If a pupil is missing a lot of time at School or is always tired because his/her asthma is disturbing their sleep at night, the class teacher will initially talk to the parents/carers to work out how to prevent their child from falling behind. If appropriate, the teacher will then talk to the school nurse and Special Educational Needs and Disabilities Coordinator about the pupil's needs. School recognises that it is possible for pupils with asthma to have special education needs due to their asthma.

Asthma attacks

All staff who come into contact with pupils with asthma know what to do in the event of an asthma attack.

In the event of an asthma attack School follows the procedure outlined in Appendix A.

Governors will:

- seek to ensure the health and safety of all staff and anyone else on the premises or taking part in school activities (this includes pupils). This responsibility extends to those staff and others leading activities taking place off site, such as visits, outings or field trips;
- ensure that an appropriate Asthma Policy is in place;
- make sure the Asthma Policy is effectively monitored and regularly updated;
- provide indemnity for teachers who volunteer to administer medicine to pupils with asthma who need help.

The Headteacher will:

- plan an individually tailored School Asthma Policy with the help of school staff, school nurses, local education authority advice and the support of the Governing Body;
- plan the School's Asthma Policy in line with devolved national guidance;
- ensure good communication of the policy to everyone;
- ensure every aspect of the policy is maintained;
- assess the training and development needs of staff and arrange for them to be met;

School staff will:

- follow the School Asthma Policy;
- know which pupils with whom they come into contact, have asthma;
- know what to do in the event of an asthma attack;
- allow pupils with asthma immediate access to their reliever inhaler;
- tell parents/carers if their child has had an asthma attack;
- tell parents/carers if their child is using more reliever inhaler than they usually would;
- ensure pupils have their asthma medicines with them when they go on a school trip or out of the classroom;
- liaise with parents/carers, the school nurse and medical needs coordinator/SENDCo.

PE teachers will:

- understand asthma and the impact it can have on pupils. Pupils with asthma should not be forced to take part in an activity if they feel unwell. They should also not be excluded from activities that they wish to take part in if their asthma is well controlled;
- ensure pupils have their reliever inhaler with them during activity or exercise and are allowed to take it when needed;
- if pupils have asthma symptoms while exercising, allow them to stop, take their reliever inhaler and as soon as they feel better allow them to return to activity. (Most pupils with asthma should wait at least five minutes);
- remind pupils with asthma whose symptoms are triggered by exercise, to use their reliever inhaler immediately before warming up;
- ensure pupils with asthma always warm up and down thoroughly.

Pupils will:

- treat other pupils with and without asthma equally;
- let any pupil having an asthma attack take his/her reliever inhaler (usually blue) and ensure a member of staff is called;
- tell their parents/carers, teacher or PE teacher when they are not feeling well;
- treat asthma medicines with respect;
- know how to gain access to their medicine in an emergency;
- know how to take their own asthma medicines.

Parents/carers will:

- ensure School has the correct labelled and in-date inhaler in School;
- ensure their child's reliever inhaler (and spacer where relevant) is labelled with their name;
- inform School of any medicines the child requires while taking part in visits, outings or field trips and other out-of-school activities such as school team sports;
- inform School of any changes to their child's asthma (for example, if their symptoms are getting worse or they are sleeping badly due to their asthma);
- ensure their child has regular asthma reviews with their doctor or asthma nurse (every six to 12 months)

Appendix A

Procedure for treatment to be given during an asthma attack

Common signs of an asthma attack:

HOW TO RECOGNISE AN ASTHMA ATTACK

The signs of an asthma attack are

- Persistent cough (when at rest)
- A wheezing sound coming from the chest (when at rest)
- Difficulty breathing (the child could be breathing fast and with effort, using all accessory muscles in the upper body)
- Nasal flaring
- Unable to talk or complete sentences. Some children will go very quiet.
- May try to tell you that their chest 'feels tight' (younger children may express this as tummy ache)

CALL AN AMBULANCE IMMEDIATELY AND COMMENCE THE ASTHMA ATTACK PROCEDURE WITHOUT DELAY IF THE CHILD

- Appears exhausted
- Has a blue/white tinge around lips
- Is going blue
- Has collapsed

WHAT TO DO IN THE EVENT OF AN ASTHMA ATTACK

- Keep calm and reassure the child
- Encourage the child to sit up and slightly forward
- Use the child's own inhaler – if not available, use the emergency inhaler
- Remain with the child while the inhaler and spacer are brought to them
- Immediately help the child to take two separate puffs of salbutamol via the spacer

If there is no immediate improvement:

- If there is no immediate improvement, continue to give two puffs at a time every two minutes, up to a maximum of 10 puffs
- Stay calm and reassure the child. Stay with the child until they feel better. The child can return to school activities when they feel better
- If the child does not feel better or you are worried at ANYTIME before you have reached 10 puffs, CALL 999 FOR AN AMBULANCE
- If an ambulance does not arrive in 10 minutes give another 10 puffs in the same way

Important things to remember in an asthma attack:

- Never leave a pupil having an asthma attack;
- **In an emergency situation school staff are required under common law, duty of care, to act like any reasonably prudent parent;**
- Reliever medicine is very safe. During an asthma attack do not worry about a pupil overdosing.
- Send another pupil to get another teacher/adult if an ambulance needs to be called.
- Contact the pupil's parents/carers immediately after calling the ambulance/doctor.
- **A member of staff should always accompany a pupil taken to hospital by ambulance and stay with them until their parent/carer arrives.**
- **If staff have to take pupils to hospital in their own car they must be accompanied by another member of staff and have the appropriate car insurance. However, in some situations, it may be the best course of action.**
- Another adult should always accompany anyone driving a pupil having an asthma attack to emergency services.

Emergency Inhalers

From 1st October 2014 the Human Medicines (Amendment) (No. 2) Regulations 2014 will allow schools to buy salbutamol inhalers, without a prescription, for use in emergencies.

The emergency salbutamol inhaler should only be used by children, for whom written parental consent for use of the emergency inhaler has been given, who have either been diagnosed with asthma and prescribed an inhaler, or who have been prescribed an inhaler as reliever medication.

The school will also have access to an additional inhaler called the "School Emergency Inhaler" should there be a breakdown in the system. The inhaler can be used if the pupil's prescribed inhaler is not available (for example, because it is broken, or empty). The emergency inhaler will only be administered to children who have given written consent.

See appendix 1 for details re "School Emergency Inhaler" The parent/carer will need to sign and return the permission to administer medication slip including permission to administer an "emergency inhaler" and the "School Emergency Inhaler"

Supply

The school will pay for the inhaler from a local pharmacy. This will be requested by the Headteacher on letter headed paper.

Storage

The school emergency inhaler will be stored in the main office. The inhaler will **not** be locked away.

Register

There will be a register of children in the school that have been diagnosed with asthma or prescribed a reliever inhaler. This will be kept with the emergency inhaler.

Consent

There must be written parental consent for use of the emergency inhaler. This will be kept with the child's medical records.

Staff training

Staff will be made aware of the procedures for asthma conditions via our well being meetings.

Records

There will be a record of use of the use of the emergency inhaler, which will be kept with the inhaler.

After use:

The spacer can be given to the child's parent to take home for use.

Disposal

Manufacturers' guidelines usually recommend that spent inhalers are returned to the pharmacy to be recycled, rather than being thrown away. Schools should be aware that to do this legally, they should register as a lower-tier waste carrier, as a spent inhaler counts as waste for disposal. Registration only takes a few minutes online, and is free, and does not usually need to be renewed in future years.

<https://www.gov.uk/waste-carrier-or-broker-registration>

The people responsible for ensuring that this protocol is followed are:

Headteacher
SENCO
Deputy Headteacher
School Business Manager
School secretary

This policy should also be read in conjunction with: Guidance on the use of Emergency Inhalers in Schools.

To be reviewed: May 2019