



The Federation of Bedenham and Holbrook Primary Schools Asthma Policy March 2019

The staff at Bedenham and Holbrook Primary Schools believe in the importance of improving health for all and raising awareness of asthma throughout the school community.

We are aware that the asthma condition affects a percentage of every school population and believe it is imperative that all staff be kept up to date with the problems and consequences.

We welcome children with asthma and encourage them to take part fully in all aspects of school life. The school will work in partnership with parent/carers, governors, health professionals, school staff and children in implementing the School Asthma policy.

Aims and Objectives of School Policy

The number of children suffering from asthma has increased over the years. We intend to ensure that:

- * All asthmatic children are known to school staff via the Asthma Register (Appendix 1), which is held in the medicine cabinet in the school office. Within the Asthma Register each child will have an Administration of Medicines and Treatment Consent Form (Appendix 2), a purple asthma card (Appendix 6) or Asthma Care Plan (Appendix 7) and a Consent for use of Emergency Salbutamol Inhaler Form (Appendix 4) completed by parent/carers/carers. All children have access to their own named reliever inhaler in their class room stored in a named plastic wallet with copies of all the forms relating to the child from the asthma register and their own spacer device.
- * The Lead First Aider has attended a training session about asthma management in schools. They will keep all school staff informed about the common asthma triggers (information is also available in the school office) and the preventative and reliever treatments available through regular in-service training in asthma care in order to maintain a high standard of knowledge, including the understanding that reliever inhalers are not dangerous;
- * The school will use the expertise and advice given by the Southern Health NHS Foundation Trust through the School Nursing Service in order to educate staff and keep them updated on individual children and current initiatives in asthma care;
- * All staff have a clear understanding of what to do in the event of a child having an asthma attack;
- * All staff have a responsibility to provide a safe working environment with due regard to practical activities that could trigger an asthma attack;
These include:
Use of aerosols/deodorants/atomisers
Use of talcum powder
Use of powder paints
Use of flour/other fine powder ingredients.

A risk assessment should be taken and advice sought from the nominated person as required.

- * Close liaison with parent/carers and health professionals is continued in order to establish and maintain a register of pupils with asthma. See Appendix 1, School Asthma Register.
- * All parent/carers will be asked to complete an Administration of Medicines and Treatment Consent Form (Appendix 2) in September each year. Parent/carers of children who join Bedenham and Holbrook Primary School at any other time will be required to complete Administration of Medicines and Treatment Consent (Appendix 2) at the time of registration.
- * A daily record will be kept of each child's inhaler medication administered either by staff or self-administered, on the Record of Inhaler Use in School Form (Appendix 3). Parent/carers will be advised by text message of how much medication was administered and at what time, so that they can monitor usage for the child's asthma review.

- * Everyone involved in the school day, in any capacity, understands and recognises that the immediate access to inhalers is vital for sufferers;
- * Parent/carers will be informed that the School Asthma Policy is available to view in the school office.
In September all parent/carers will be reminded to complete a new Administration of Medicines and Treatment Consent (Appendix 2), a purple asthma card (Appendix 6) or Asthma Care Plan (Appendix 7) and a Consent for use of Emergency Salbutamol Inhaler Form (Appendix 4).
In January and April all parent/carers will be sent a text message asking them to inform the school office of any changes in their child's medication if they have not already done so. They will be reminded that every child suffering from asthma should have a reliever (blue) inhaler in school that is clearly labelled with the child's name and MUST be in the box with the prescription label attached, together with a spacer device. Parent/carers will be responsible for checking the expiry date on their child's inhaler, although the school will send a text reminder the month before the inhaler is due to expire;
- * Preventative inhalers will be administered by parent/carers at home as they are only required twice a day, but if they are required to be taken in school at any time then the parent/carer must complete an Administration of Medicines and Treatment Consent Form (Appendix 2) which will be filed by the office staff with the Asthma Register. The preventative Inhaler will be held in the medicine cabinet in the school office AND not with the reliever in the classroom.
- * The schools first aid kit will contain at least 2 spacer devices to enable children, who become too wheezy to operate their puffers (inhalers), to be effectively helped in school. The teacher in charge will ensure a spacer is taken, as part of the first aid kit, on school trips and visits. Spacers will be washed with hot, soapy water and the rinsed and left to drip-dry after use.
- * An emergency inhaler is available in school. This will only be administered to children where the parent/carer has signed the appropriate consent form (Appendix 4). This inhaler will be locked away in the medicine cabinet in the school office.

Every time the emergency inhaler is used the parent/carer will be informed. (Appendix 5).
- * All children who are able to, will be encouraged to keep their reliever inhaler with them at all times including P.E. and games, trips, fire drills etc. Younger children will have easy access to their own named reliever inhaler.
- * Depending on their age, parent/carer requests and maturity, inhalers will be
 - a) carried by the children themselves
 - b) kept in the classroom
- * Everyone concerned will be kept informed as to where the inhalers can be found in the event of an emergency. Children's own spacer devices will be stored with their named inhaler and made easily accessible to them.
- * Should a child require the use of a Nebuliser to allow a large dose of treatment to be delivered easily, the parent/carers will take responsibility for administering the correct dosage at the correct times. The school recognises that regular use of nebulisers at school is inappropriate and will identify these children as needing review of treatment;
- * All records relating to the identification and treatment of asthmatics in school will be kept centrally in the school office;
- * Through the No-Smoking Policy, pupils are never exposed to the dangers of passive smoking whilst at school. The message about the dangers of smoking is re-iterated by the staff and the support given by the Health Promotions Unit and the policy in the 'Getting it Right' programme;
- * The school will continue to be involved with the NHS Foundation Trust in ensuring that children's medical needs are met in school and that any use of any specific drug required for any pupil will be met with the necessary training.



**CONSENT FORM:
USE OF EMERGENCY SALBUTAMOL INHALER
Bedenham and Holbrook Primary School**

Child showing symptoms of asthma / having asthma attack

1. I can confirm that my child has been diagnosed with asthma / has been prescribed an inhaler [delete as appropriate].
2. My child has a working, in-date inhaler, clearly labelled with their name, which they will bring with them to school every day.
3. In the event of my child displaying symptoms of asthma, and if their inhaler is not available or is unusable, I consent for my child to receive salbutamol from an emergency inhaler held by the school for such emergencies.

Signed: Date:

Name(print).....

Child's name:.....

Class:

Parent/carer's address and contact details:

.....

.....

.....

Telephone:

E-mail:



LETTER TO INFORM PARENT/CARERS OF
EMERGENCY SALBUTAMOL INHALER USE

Child's name:

Class:

Date:

Dear.....

This letter is to formally notify you that.....has had problems with his / her breathing today. This happened when.....

A member of staff helped them to use their asthma inhaler.

They did not have their own asthma inhaler with them, so a member of staff helped them to use the emergency asthma inhaler containing salbutamol. They were given puffs.

Their own asthma inhaler was not working, so a member of staff helped them to use the

Emergency asthma inhaler containing salbutamol. They were given puffs.

Although they soon felt better, we would strongly advise that you have your child seen by your own doctor as soon as possible.

Yours sincerely

Head of School

INSERT SCHOOL ASTHMA CARD

INSERT SCHOOL ASTHMA PLAN

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Agreed by FGB 25.03.19



Chair of Governors

Caroline Wood Head of School Bedenham



Zoe Dudley Head of School Holbrook

