



## **Paganel Primary School Asthma Policy 2020-2021**

## **Asthma Policy.**

### **Background.**

This policy has been written with advice from the Department for Education, Asthma UK, the Local Education Authority, local healthcare professionals, the School Health Service, parents/carers, the governing body and pupils.

Paganel Primary recognises that asthma is a widespread, serious but controllable condition affecting many pupils at the school. We positively welcome all pupils with asthma and encourage pupils with asthma to be fully involved in all aspects of school life by having a clear policy that is understood by school staff, their employers (the Local Education Authority) and pupils. Supply teachers and new staff are also made aware of the policy. All staff, who come into contact with pupils with asthma, are provided with training on asthma from the school nurse. Training is updated once a year

**Asthma Medicines.** (please see the Supporting children with Medical Needs Policy for the procedure on providing for and administering medicines, including inhalers, in school)

- Immediate access to reliever medicines is essential. Parents/carers are asked to ensure that their child has a working, in-date inhaler, clearly labelled with their name for use in school. This inhaler will be securely kept in the child's classroom in high visibility draw string bag. Class teachers will ensure that these bags accompany the child to lunch each day and are given to the first aider on duty KS2 bags to the KS2 Medical Room and KS1 bags to the KS1 Medical Room. The first aider will then deliver the asthma bags back to class at the end of lunch time. They will be returned to class teachers at the end of lunchtimes. Teachers taking children out of the classroom for school trips, PE lessons or swimming are responsible for ensuring that they have the appropriate bags with them, are responsible for looking after the bags while they are not in the classroom and should return them to the classroom at the end of the session or when the child returns to the classroom.
- School staff are not required to administer asthma medicines to pupils (except in an emergency), however, many of the staff at this school are happy to do this. 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 asthma medicines when they need to.
- Children who have asthma must have the correct medication in school and it must be available to them at all times. For this reason no child who has Asthma will be allowed to be in school or go on school trips if the medication is not available. If a child is found to be in school without the correct medication parents/ carers will be asked to bring it to school. If this is not possible they will be asked to collect the child and only return when the child has the medication.

### **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 enrolment form.
- All parents/carers of children with asthma are consequently sent a Consent Form which requests consent for the child's prescribed asthma inhaler. Parents/carers are asked to return these forms to the school. This information forms the school's asthma register, which is available to all school staff. Consent forms will be issued, for updating, on an annual basis, however, parents/carers are asked to inform the School of any changes to their child's medicine or dosage during the year. This will be requested termly via a Groupcall text.

### **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. This will also be shared with the PPA team.
- Pupils with asthma are encouraged to participate fully in all PE lessons. PE teachers will remind pupils, whose asthma is triggered by exercise, to take their reliever inhaler before the lesson, and to thoroughly warm up and cool down before and after the lesson. P.E. staff will look after the medical bags that contain inhalers for the duration of each P.E. lesson and then return them to class teachers. If a pupil needs to use their inhaler during a lesson they will be encouraged to do so.
- Classroom teachers follow the same principles as described above for games and activities involving physical activity.
- In the event of a child displaying symptoms of asthma, and if their inhaler is not available or is unusable as long as we have consent from the parent or carer that the emergency inhaler can be used then they are able to participate in PE, Swimming and other activities. If consent has not been given then the child will be unable to participate in PE or any other physical activity. The Medical Lead will then contact the child's parents and carers to request a suitable inhaler is in school.

### **Out-of-Hours Sport.**

- There has been a large emphasis in recent years on increasing the number of children and young people involved in exercise and sport in and outside of school. The health benefits of exercise are well documented and this is also true for children and young people with asthma. It is therefore important that the school involve pupils with asthma as much as possible in after school clubs.
- PE teachers, classroom teachers and out-of-hours school sport coaches are aware of the potential triggers for pupils with asthma when exercising, tips to minimise these triggers and what to do in the event of an asthma attack. All staff are provided with training from the school nurse.
- In the event of a child displaying symptoms of asthma, and if their inhaler is not available or is unusable as long as we have consent from the parent or carer that the emergency inhaler can be used then they are able to participate in activities. If consent has not been given, then the child will be unable to participate in the activity. The Medical Lead will then contact the child's parents and carers to request a suitable inhaler is in school.

### **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 the school does not use chemicals in science and art lessons that 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 their asthma is disturbing their sleep at night, the attendance officer will initially talk to the parents/carers to work out how to prevent their child from falling behind. If appropriate, the attendance officer will then talk to the school nurse and special education needs coordinator about the pupil's needs.

### **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 the school follows the procedure outlined in this policy. This procedure is visibly displayed in the staffroom and every classroom. See Appendix 1.

### **Roles and Responsibilities.**

The school will ensure that:

- The Medical Lead will take a link role between school and the school health service.
- They maintain a register of pupils with asthma and individual pupil asthma records with emergency treatment details
- All school staff attend annual basic awareness training about asthma and the use of the common inhaler devices from the school health service
- School clearly displays "What to do in the event of an Asthma Attack" posters at appropriate sites such as staffroom, hall, medical rooms and the school office.
- All staff are aware of the procedure to follow when a child has an asthma attack
- Inhalers, belonging to pupils, are accessible and visible at all times within the classroom
- When children are participating in off-site activities their inhaler is taken with them. This is included in the school's risk assessment
- Spacer devices are washed on a regular basis by the Medical Lead and in view of COVID19 this will be done on a regular basis.

- Inform parents/carers with a phone call of the child needing to use an inhaler as a result of an asthma attack.
- Keep written records of when and how often a child is using his/her inhaler. This will be evident with each child having an asthma diary with their inhaler. These should be completed by the staff member who is supervising the child's use of their inhaler.

The Medical Lead will be responsible for:

- Compiling an asthma register and updating this as necessary
- Completing asthma record forms in conjunction with parents
- Ensuring every child on the asthma register has access to their own blue reliever inhaler whilst at school and participating in school activities
- Providing enough high visibility bags for every child who has an inhaler
- Ensuring that asthma awareness sessions are provided for all school staff
- Ensuring that all staff have read and understood this policy and their roles and responsibilities within it.

Parents/Carers will ensure that:

- Information for the school asthma register and asthma record form is provided and school are informed of any changes
- Their child has a reliever inhaler which has been prescribed for them available at school
- A spacer (labelled with name and DOB) is provided if their child has a metered dose inhaler
- Their child's inhaler is in good working order and in date
- Their child's inhaler is correctly labelled from the dispensing pharmacy clearly giving the child's name and correct dose.

## **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 (WHEN CALLING AN AMBULANCE ADVISE SLT, MEDICAL LEAD AND SCHOOL OFFICE), 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
  - 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, 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
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### **Authorisation for the administering of medication.**

I, ..... (parent's name) the Parent / Carer of the child named below, give permission for Paganel Primary School to act on my behalf to administer medicine to my child as detailed below.

In the event of my child displaying symptoms of asthma, and if their inhaler is not available or is unusable, I consent/do not consent for my child to receive salbutamol from an emergency inhaler held by the school for such emergencies.

Child's name .....

Class .....

Name of medicine.....

Reason for medicine (if appropriate).....

How much to give (i.e. dose).....

When to be given.....

Any other instructions.....

Telephone Number of parent or other adult contact  
.....

Parent or carer's signature.....

Date .....



### Asthma Medication Issue.

This note is to advise you that:

Child's name \_\_\_\_\_

Class \_\_\_\_\_

Needed to use \_\_\_\_\_

Why \_\_\_\_\_

Signed \_\_\_\_\_ (member of staff)

Date \_\_\_\_\_

Time \_\_\_\_\_



### Asthma Medication.

This note is to advise you that:

Child's name \_\_\_\_\_

Class \_\_\_\_\_

Needs a replacement inhaler \_\_\_\_\_

Why \_\_\_\_\_

Signed \_\_\_\_\_ (member of staff)

Date \_\_\_\_\_

Time \_\_\_\_\_

NB: If the correct medication is not in school, children may not be allowed to attend until it has been received.