

# Discovery Primary Academy

## **Asthma Policy**

This policy has been written with advice from Asthma UK and local healthcare professionals. This policy is part of our statutory duty to make arrangements for supporting pupils with medical conditions

### **The Principles of our Academy Asthma Policy**

- At Discovery Primary Academy we recognise that asthma is a widespread, serious but controllable condition affecting many children at the academy.
- We welcome pupils with asthma and ensure that they can and do participate fully in all aspects of academy life.
- We recognise that pupils with asthma need immediate access to reliever inhalers.
- Discovery Primary Academy keeps a record of all pupils with asthma and the medicines they take.
- We ensure that the whole academy environment is favourable to pupils with asthma.
- We aim to ensure that all pupils with asthma have an understanding of their condition and that other children also have an awareness.
- We ensure that all staff know what to do in the event of a child having an asthma attack.
- We aim to work in partnership with all parties including children, parents, the governing body, all academy staff, the academy nurse, doctors, and nurses to ensure that the policy is planned, implemented and maintained successfully.

### **Asthma Medicines:**

- Immediate access to reliever medicines is essential. The inhalers are kept in the child's classroom. Inhalers are taken to the location of PE lessons, on school trips and events off site and to sporting activities / events. When inhalers are kept in the classroom, they are on a hook behind the teachers desk or by the sink so all staff know where to find them in the event that a runner needs to collect in inhaler at playtime or lunchtime.
- A first aider will check the date on all inhalers kept in school and the amount of medicine they contain, each half term. Inhalers are sent home at the end of each term. Parents/carers are asked to check their child's inhalers termly to ensure that they are not out of date and are working. Class teachers check the expiry date of inhalers when they are brought into school. At any time, if a first aider or class teacher is aware that an inhaler needs to be replaced, for any reason, parents or carers will be contacted.
- All inhalers are labelled with the child's name.
- Academy staff generally do not administer inhalers unless and child is unable to administer it themselves, independently.
- Academy staff who agree to administer medicines are insured by the local education authority when acting in agreement with this policy.
- **All academy staff will let pupils take their asthma medication when they need to.**

### **Record Keeping:**

- At the beginning of the academy year or when a pupil joins the academy, parents/carers are asked if their child has any medical conditions including asthma on their admissions form. Using this information, the academy keeps an 'Asthma Register' which is available to all academy staff.
- If any changes are made to a child's medication, it is the responsibility of the parents or carer to inform the academy.
- Discovery Primary Academy does hold emergency inhalers and spacers as per 'Guidance on the use of Emergency Salbutamol inhalers in academy's' March 2015. This medication can only be administered to children on the Asthma Register. Pictorial and written instructions will be kept with the emergency inhalers. The emergency school inhalers are kept in the main office, the SLT office, at the first aid station and in the emergency evacuation first aid kit.
- Parents of children with Asthma are sent a letter asking permission for the emergency inhaler to be used in the event that their own inhaler is not available (see Appendix 1). Parents will be informed by letter if their child has used the emergency inhaler (see Appendix 2).
- Asthma inhalers for each child are regularly checked for expiry dates by a named member of staff (Mrs G. Francis – First aider). Each child's inhaler is kept in their own classroom in a named wallet containing their individual medication and asthma card.
- 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.
- Records are kept every time a child uses their inhaler.
- Parents will be informed if a child is using their inhaler more than three times a week or if their asthma symptoms are not relieved by their blue salbutamol inhaler. Parents should be encouraged to arrange an asthma review with their child's GP.

#### **Exercise and Activity – PE and Games:**

- Taking part in sports, games and activities is an essential part of academy life for all pupils. All teachers know which children in their class have asthma.
- Pupils with asthma are encouraged to participate fully in all PE lessons. Staff will remind any pupils, whose asthma is triggered by exercise, to take their reliever inhaler before the lesson. If a pupil needs to use their inhaler during a lesson they will be encouraged to do so.
- Inhalers will be taken to the site of the lesson.

#### **After Academy Clubs:**

- Adults involved in after academy clubs are aware of children suffering from asthma.
- When a child is away from the academy classroom on an academy trip, club, outside sport or PE, their inhaler should accompany them and be made available to them at all times.

#### **Making the Academy Asthma Friendly**

Children with asthma and their peers are encouraged to learn about asthma.

#### **Asthma Attacks**

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

1. Encourage the child to sit up and slightly forward
2. Help the child to take 2 separate puffs of his/her inhaler or the emergency salbutamol inhaler via the spacer. Shake the inhaler between puffs.
3. If there's no immediate improvement, continue to give 2 puffs every 2 minutes up to a maximum of 10 puffs, or until symptoms improve
4. Stay calm and reassure the child

#### **After the attack**

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

**Emergency procedure**

**If the pupil does not feel better after administering 10 puffs of the inhaler or you are worried at any time before reaching 10 puffs from the inhaler, call 999 for an ambulance.**

- If the ambulance doesn't arrive within 10 minutes, give another 10 puffs, following the same pattern as step 3 above.
- In the event of an ambulance being called, the pupil's parents or carers should always be contacted.
- In the event of a pupil being taken to hospital by ambulance, they should always be accompanied by a member of staff until a parent or carer is present.

Call an ambulance immediately if a child:

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

Policy adopted:

Policy reviewed:

**Consent Form:**  
**Use of Emergency Salbutamol Inhaler 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 is kept at academy.
  
3. In the event of my child displaying symptoms of asthma, and if their inhaler is not available or is unusable, \*I do/ \*do not consent for my child to receive salbutamol from an emergency inhaler held by the academy for such emergencies. \*please mark as appropriate

What are the triggers for your child experiencing asthma symptoms?

---

---

---

---

Signed: ..... Date: .....

Name: (print) .....

Child's Name: .....

Class: .....

## Emergency School Salbutamol Inhaler Use Form

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

.....  
.....

They used the emergency school salbutamol inhaler and not their own personal inhaler because

.....  
.....

A member of staff helped them to use the emergency school asthma inhaler containing salbutamol. They were given ..... Puffs.

They soon felt better. / We would strongly advise that you have your seen by your own doctor as soon as possible. (Please delete as appropriate)

Yours sincerely,

.....