

Westacre

Middle School



Asthma Policy

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Committee	



Westacre Middle School wishes to ENSURE that PUPILS with medical conditions and SEND receive appropriate care and support at school. All PUPILS have an entitlement to a FULL time CURRICULUM or as MUCH as their medical condition allows. This policy has been developed in line with the Department for EDUCATION's statutory guidance "SUPPORTING pupils at school with medical conditions" (December 2015) and "Emergency Inhalers in schools" (March 2015).

The Principles of our school Asthma Policy

Westacre Middle School:

- Recognises that asthma is an important condition affecting many school children and welcomes all pupils with asthma
- Ensures that children with asthma participate fully in all aspects of school life including PE
- Recognises that immediate access to reliever inhalers is vital
- Keeps records of children with asthma and the medication they take in the form of Individual Healthcare Plans
- Ensures the school environment is favourable to children with asthma
- Ensures all staff who come into contact with children with asthma know what to do in the event of an asthma attack
- Will inform parents of any asthma attacks and any treatment given
- Will work in partnership with all interested parties including all school staff, parents, governors, doctors and nurses, and children to ensure the policy is implemented and maintained successfully
- Does not assume responsibility for the routine treatment of asthma (preventative therapy) which remains the prerogative of the patient in conjunction with their GP.

Key Responsibilities

School Staff 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
- Tell parents/carers if this child has had an asthma attack
- Ensure pupils have their asthma medication with them when they go on a school visit

Parents/carers have a responsibility to:

- Tell the school if their child has asthma
- Ensure that the Care Plan sent home by the school is completed and returned with correct information recorded on it
- Inform and supply the school with 2 labelled, well within expiry date, relievers and spacers (if needed) that their child requires (one to stay with the child and one to remain in the School Office).
- Tell the school about any changes to their child's medication, what they take and how much.
- Inform the school of any changes to their child's asthma
- Ensure their child has the knowledge, skills and understanding to help them manage their condition.

Medication

Westacre recognises that immediate access to reliever medicines is essential. All blue inhalers are carried by the child. Every child with asthma must have a working, in-date inhaler, clearly labelled with their name in school at all times. School staff are not required to administer asthma medicines to pupils (except in an emergency with consent from parents to administer emergency medication) and will let pupils take their own medicine when they need to.

Record Keeping

On school entry children with asthma need to be identified. To aid this process a healthcare request form is sent home in the back to school pack provided by Westacre. On receipt of a request, a Healthcare Plan form and consent to give medication form are sent home. On receipt of completed forms the register is updated and the forms stored centrally in the School Office.

A list of asthmatic children will be kept at school and a record of use of the child's inhaler will be kept on the log sheet with all details completed.

If any changes are made to a child's medication it is the responsibility of the parents or carer to inform the school.

Westacre Middle School holds emergency inhalers and spacers in the school medical cupboard and the first aid room.

'Guidance on the use of Emergency Salbutamol inhalers in schools' was released in March 2015. This medication can only be administered to children on the Health Care Plan register detailing asthma or the necessity for an inhaler. Specific staff have been trained to administer the emergency inhaler and instructions are in the emergency boxes.

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 inhaler can be used if the pupil's prescribed inhaler is not available (for example, because it is broken, or empty).

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 attached. Parents will be informed by letter if their child has used the emergency inhaler (Appendix 2).

Asthma inhalers for each child are regularly checked for expiry dates by our lead first aider, who also checks the expiry dates on the emergency inhalers.

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.

PE

Taking part in sports is an essential part of school life. Teachers are aware of which children have asthma from the Healthcare Plan and asthma register. Children with asthma are encouraged to participate fully in PE. Teachers will remind children whose asthma is triggered by exercise to take their reliever inhaler before the lesson. Each child's inhalers will be labelled and kept in a box at the site of the lesson. If a child needs to use their inhaler during the lesson, they will be encouraged to do so. Records are kept every time a child uses their inhaler. An employed member of staff will sign the record.

School Trips and Outside Activities

When a child is away from the school classroom on a school trip, club, outside sport or PE, their inhaler should accompany them and be made available to them at all times.

The School Environment

The school does all that it can to ensure the school environment is favourable to children with asthma. The school does not keep furry and feathery pets and has a non-smoking policy. Teachers will be aware of any child who has allergies and will act appropriately. As far as possible the school does not use chemicals in science and art lessons that are potential triggers for children with asthma. Children are encouraged to leave the room if particular fumes trigger their asthma.

When a Child is falling behind in lessons

If a child is missing a lot of time from school because of asthma or is tired in class because of disturbed sleep and falling behind in class, the class teacher will initially talk to the parents. If appropriate the teacher will then talk to the school nursing team about the situation.

Emergency procedure

Common Signs of an Asthma Attack

- Coughing, shortness of breath, wheezing, tightness of chest, being unusually quiet, difficulty in speaking in full sentences

DO

- Keep calm – do not panic
- Encourage the pupil to sit up and forward – do not lie them down
- Make sure the pupil takes their inhaler as prescribed
- Ensure tight clothing is loosened
- Reassure the pupil

If there is no improvement after 5 minutes, refer to the child's health care plan and give the child the reliever inhaler again. If no improvement contact the parents and/or dial **999** if:

- The reliever inhaler has had no effect after a further 5 -10 minutes
- The child is distressed or unable to talk
- The child is getting exhausted.
- You have any doubts about the child's condition

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

If the ambulance has not arrived after 10 minutes, give an additional 10 puffs as detailed 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.

Appendix 1



Consent Form: Use of Emergency Salbutamol Inhaler

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 school.
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 school for such emergencies.

*please mark as appropriate

Signed: Date:

Name: (print)

Child's Name:

Class:

Appendix 2



Emergency Salbutamol Inhaler Use Form



Child's name:

Class:

Date:

Dear

This letter is to formally notify you thathas had problems with

his/her breathing today. This happened when

*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

Mr Barber

Deputy Headteacher