



**“Together we learn, Together we succeed”**

# **Asthma Policy**

This policy has been written to ensure that the school’s ethos, curriculum, and practices promote shared values. It also encourages staff, children and other members of the Welbourne community to understand others and to value diversity, irrespective of gender, race, belief and sexual orientation.

As a Rights Respecting School, we put the United Nations Convention on the Rights of the Child at the heart of our planning, policies, practice and ethos.

<b>Policy Date:</b>	<b>Reviewed:</b>	<b>Reviewed by:</b>	<b>Date of next review</b>
<b>May 2017</b>	<b>March 2023</b>	<b>SLT</b>	<b>March 2025</b>

## **Welbourne Primary School**

This policy should be read in conjunction with the following documents:

- Supporting Pupils with Medical Needs Policy
- Guidance on the use of emergency salbutamol inhalers in schools
- SEND policy.
- Asthma schools project information.

### **Indemnity**

- Staff who are happy to administer medication will be provided with indemnity.
- In emergencies staff should act as any prudent parent would, which may include giving medication.
- Each inhaler provided by parents / carers for pupils to use must be within date, named and prescribed with an appropriate pharmacy label.

### **Asthma register**

When a child joins the school part of their admission pack is a form to alert the school to any medical needs, including asthma. The return of this completed form will ensure that they are placed on the Welbourne Primary Asthma Register and logged on Medical Tracker. The SEND coordinator will collate the register and contact the parents / carers, to obtain the inhalers that will be held by the school. A log of inhalers is available on Medical Tracker, which is kept to ensure that they are replaced when they reach their expiry date.

### **Asthma in the classroom**

Students should know where their medicines are at all times and be able to access them immediately. They should have their asthma pumps with them in the classroom, on a school trip and in Breakfast Club and After School Clubs.

### **Asthma symptoms**

- A dry, unproductive cough
- Difficulty in breathing-especially out
- Wheezing as they breathe out
- Tightness of the chest
- Difficulty in talking
- Distress and anxiety
- Possible loss of consciousness

Medication should relieve the symptoms of the attack within a few minutes. If there is no relief help them to self-medicate again every 5-10 minutes.

A more severe attack can be indicated by the following

- If the medication is not working after five minutes
- If the condition is getting worse
- If talking is becoming more difficult
- If they start to become exhausted

In this instance, an ambulance should be called. This is because asthma can lead to unconsciousness and stoppage of breathing.

## **Types of treatment**

Pupils should have access to their own inhalers.

However, if the pupil does not have their inhaler, Welbourne Primary School does hold emergency inhalers. School procedure will be followed if these are administered.

## **Access to reliever medication**

If pupils need to take their inhaler, they should go to the relevant adult in the medical office in order to take their inhaler so this should be documented and monitored. If this is not possible, the first aider should be called to the individual, so they can take their inhaler so this is monitored and recorded. All medicines should be stored safely. Asthma inhalers should be always readily available to children and not locked away. This is particularly important to consider when outside of school premises, e.g. on school trips, on playing fields etc.

## **Individual inhalers**

It is the responsibility of the parent / carer to ensure that individual pupil's inhalers are replaced when the use before date is reached. They are also responsible for ensuring that the inhalers are in school with the child each day, if the child does not have an inhaler that can be left in school. It is also the parents / carers responsibility to inform the school if the child no longer requires the use of a salbutamol inhaler.

## **Guidance on the use of emergency inhalers**

The Department of Health (DH) has published non-statutory guidance on the use of emergency salbutamol inhalers in schools. These are made available for those pupils who do not have their own inhalers to hand.

Since October 2014, schools have been allowed to keep a salbutamol inhaler on the premises for use in emergencies. At Welbourne Primary School, we have 4 stations where emergency inhalers are stored. They are:

- The SEND office, along the Inclusion corridor
- The Children's Centre
- The Nursery
- The after school / breakfast club

## **Emergency inhalers in schools**

The use of an emergency asthma inhaler should also be specified in a pupil's individual healthcare plan where appropriate. A list of all pupils on the asthma register is kept with the emergency inhalers and also displayed in the medical room. The emergency inhaler kit consists of the following:

## **Supply, storage, care and disposal of inhalers**

The emergency asthma inhaler kit should include:

- A salbutamol metered dose inhaler
- At least two plastic spacers compatible with the inhaler
- Instructions on using the inhaler and spacer

- Instructions on cleaning and storing the inhaler
- Manufacturer's information
- A checklist of emergency inhalers identified by their batch number and expiry date, with half termly checks recorded by the Asthma champion.
- A note of the arrangements for replacing the inhaler and spacers
- A list of children permitted to use the emergency inhaler, as detailed in their individual healthcare plans
- A record of when the inhaler has been used
- The inhaler and spacer can usually be reused, provided it is cleaned after use.

The inhalers will be stored in accordance with all medication stored within the school.

An emergency salbutamol inhaler should only be used by children who have been diagnosed with asthma and prescribed a reliever inhaler, or children who have been prescribed a reliever inhaler. Parental consent must be given in advance. Staff will try to contact parents / carers prior to administering the emergency inhaler if appropriate and / or possible, but professional judgement will need to be used as to if this is possible. If the emergency salbutamol inhaler is administered, parents / carers will be notified with a letter at the end of the day.

For full details of the use of emergency inhalers, please see the relevant documentation as noted at the start of this policy.

The Asthma lead at Welbourne is Mr Lane. The asthma champion is Ms Lambert. She will ensure Medical Care Plans are entered on Medical Tracker.

### **Training**

Training has been provided to staff, to recognise the symptoms of an asthma attack, and ideally, how to distinguish them from other conditions with similar symptoms. Regular updates are provided, so that new staff can access this training.

Staff should have an awareness of the asthma policy and an awareness of the protocol for pupils using their inhaler as well as the protocol of how they can access the emergency inhaler. They should also be aware of who the designated members of staff are and the policy on how to access their help.

### **Provision**

Dealing with an asthma emergency should be an integral part of the school's emergency procedures and also relate specifically to the pupil's individual health care plan.

All school staff should be aware of the possible symptoms that would demonstrate an asthma attack.

A pupil with asthma will have a medical care plan.

Staff in charge of physical activity sessions should be aware of the need to have access to inhalers if appropriate.

Any reasonable adjustments will be made for pupils with asthma in school.

In an emergency, school procedure will be followed.