

St Paul's School

Asthma Policy

This policy was adopted by the Governing Body of St. Paul's Roman Catholic Primary School and will be reviewed as and when necessary.

November 2014

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**SUPPORTING PUPILS WITH
MEDICAL NEEDS IN SCHOOL
DfEE & DOH Circular 14/96**

There is no legal or contractual duty for school staff to administer medicine or supervise a pupil taking it. This is a voluntary role.

However, teachers etc in charge of pupils have a common law duty to act as any reasonably prudent parent would...this might extend to administering medicine in an emergency.

‘In general the consequences of no action are likely to be greater than those of trying to assist in an emergency.’

School Responsibility

This school:

- Welcomes pupils' with asthma.
- Recognises asthma as a serious condition.
- Encourages and helps children with asthma to participate fully in school life.
- Will maintain a Class Asthma Register
- Recognises the need for immediate access to inhalers.
- All inhalers will be stored in the class inhaler box and will be kept on the class teacher's desk.
- Attempts to provide a school environment as favourable as possible to asthmatic children.
- Will ensure that all children have an Asthma Care Plan to effectively support their condition.
- Ensures all staff are aware of asthma and know what to do in the event of an attack and will if necessary give emergency treatment.
- Will inform parent of attacks and any treatment given.
- Does not assume responsibility for the routine treatment of asthma (preventative therapy) which remains the prerogative of the parent in conjunction with their GP.

RECORD KEEPING

On school entry children with asthma should be identified (see flow chart). The Asthma consent form provided should be completed. An Asthma Care Plan should be commenced.

A list of children with asthma will be maintained.

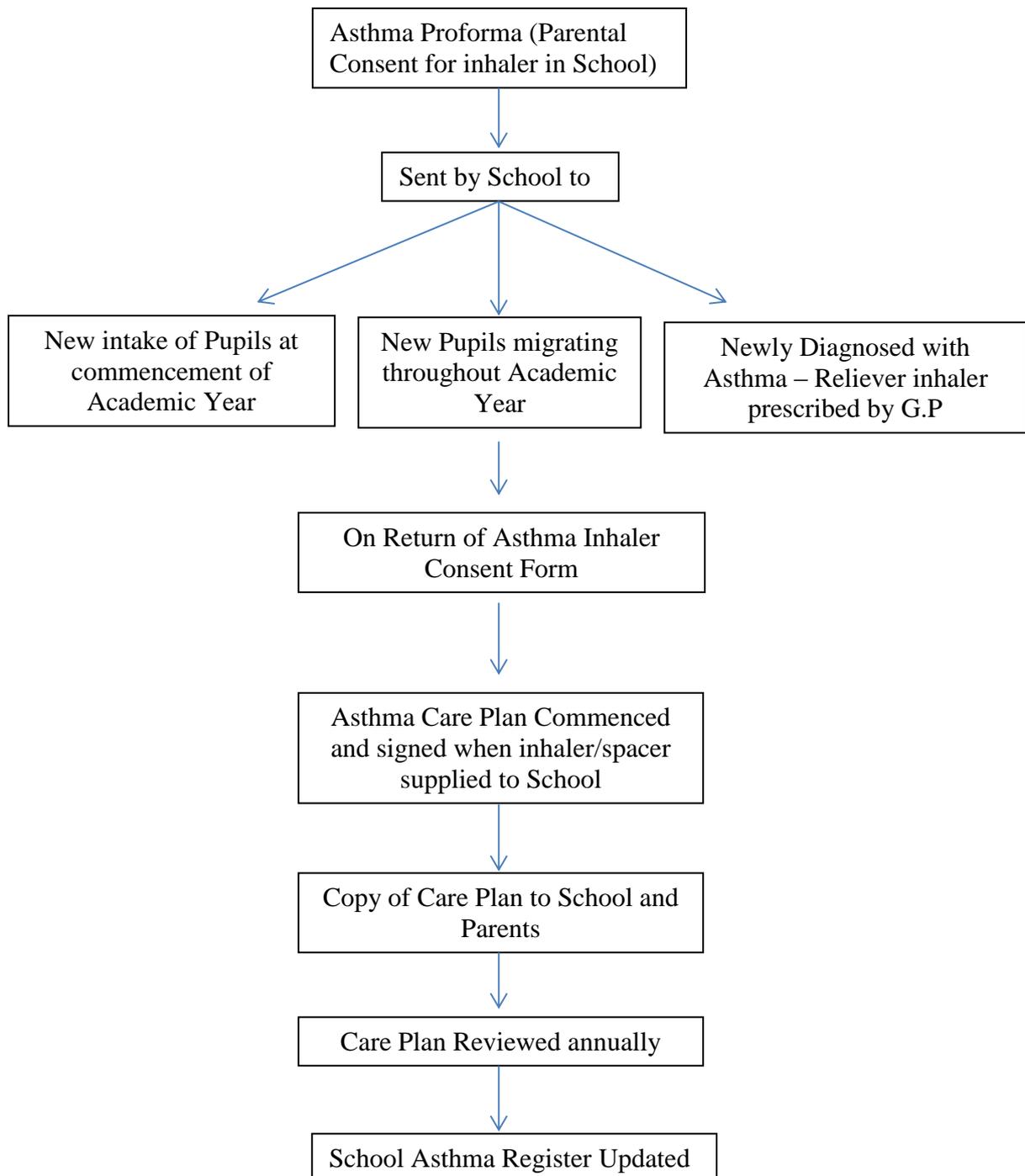
A list of children with asthma will be displayed in each classroom near the teacher's desk. This will ensure that information on the children's condition is available to all staff working in the classroom.

A record of use of the child's inhaler must be kept on the log sheet provided, with all details completed.

A copy of the parental notification letter should be completed and forwarded to parents. A copy of this letter must be kept in the class file.

All documents relating to the above must be filed in the Class Asthma File (this file moves through the school with the cohort).

Identification of Pupil requiring Asthma Care Plan



Asthma Medication and Consent Form

If your child has been diagnosed with asthma and has been prescribed reliever therapy (Blue Inhaler) please complete the this form which gives your consent for school staff to give this if required.

I hereby give my consent for school staff to give my child reliever therapy for the treatment of an asthma attack/prior to PE if required. I understand that I will be informed when treatment has been given other than for routine treatment by my request.

Name of Child:-

Date of Birth:-

Name of Inhaler:- Number of Doses:-

Signed Parent/Carer- Date:-

If your child has an asthma attack the schools emergency procedure will be followed.

A copy of your child's school asthma care plan will be sent to you.

Please ensure that your child has a **SPARE reliever inhaler** and **spacer** kept in school and that your child's inhaler is within its **expiry date**.

A spare reliever inhaler and spacer should also be kept in school for emergencies.

If your child experiences breathing problems, especially at night or after exercise, or when laughing or crying, or he/she suffers from repeated chest infections, please contact your G.P.

School Asthma Care Plan

Name:- D.O.B:

<u>Identified Need</u>	<u>Action Plan</u>	<u>Step 1</u>	<u>Date:</u>
To promote Optimum health by maintaining good control of asthma symptoms	School staff are able to identify when reliever inhaler is needed	Staff Training completed	January 2014
	Asthma Medication & Consent Form	<u>Step 2</u> To ensure appropriate consent forms are signed.	Consent form sent to parents:
	Easy access to inhalers whilst in school.	<u>Step 3</u> Parents to supply inhaler and spacer.	
		<u>Step 4</u> Parents to check expiry dates and change accordingly	Inhaler expiry date:
	To monitor and record inhaler use	<u>Step 5</u> School staff should complete Class Record use of inhaler form and inform parent when reliever inhaler used during school day	

Please list triggers (if known)

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Signatures:-
Parent/Carer
School Staff

Review annually:-

EMERGENCY PROCEDURE

Common Signs of an Asthma Attack

- Coughing, shortness of breath, wheezing, tightness in the chest, being unusually quiet, difficulty 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 two puffs of their reliever inhaler (usually blue)
- Ensure tight clothing is loosened.
- Reassure the pupil.

If no immediate improvement – continue to make sure they take one puff of the reliever every minute for five minutes, or until their symptoms improve.

Call 999 or a doctor urgently if:-

- The pupils symptoms do not improve in 5 – 10 minutes, they are too breathless to talk, their lips are blue, or if you are in any doubt.
- If symptoms do not improve continue to give 1 puff of the reliever every minute until help arrives.
- Any pupil who has had an asthma attack will need a review by their GP/Asthma Nurse as soon as possible.
- **A child should never be left to sleep off an asthma attack because the symptoms appear to have disappeared. The child may have gone into ‘silent asthma’ a state of collapse.**
- **If you are in any doubt ALWAYS call for an ambulance.**

Asthma Notification to Parent

Date:

St Paul's Primary School
Wolviston Mill Lane
Billingham
TS22 5LU

Dear Parent/Guardian of:-

Your child has had problems with his/her breathing today which has required the use of their inhaler.

Time Inhaler given:-

Number of doses:-

Since this may indicate your child's asthma is not well controlled at this time you are strongly advised to see your doctor or practice nurse as soon as possible.

Yours sincerely,

C. Connelly,
Headteacher

HOW TO USE A SPACER DEVICE

1. Remove the cap from the spray and shake gently five or six times.
2. Put the inhaler into the hole at the end of the spacer.
3. Put the mouthpiece into the child's mouth keeping their lips behind the ring. Make sure the child's lips are sealed around the mouthpiece.
4. Encourage the child to breathe in and out slowly and gently (i.e normally). You may hear a clicking noise which is the valve opening and closing – this is normal. If the child cannot move the valve, tilt the inhaler end of the spacer to keep the valve open.
5. Continue with this breathing pattern and press the medication canister down once (**one dose (puff)**). Leave the spacer in the mouth while **five** more breaths are taken.
6. Repeat as above if more puffs are required.
7. Shake the inhaler after every **2** puffs.
8. Remove the spacer from the child's mouth.
9. Parents must collect the spacer at the end of each term to ensure that the spacer is inspected for signs of wear, cracks etc

Date:

Dear Parent of:

Name:

D.O.B:-

We are currently reviewing your child's School Asthma Care Plan. Would you kindly return the form so that the care plan can be updated.

1. My child still requires a reliever inhaler in school.

2. My child no longer requires a reliever inhaler or care plan in school.

Please tick the appropriate box and return to school.

Parent/Carer Signature:-

Date:-

If you have any queries about your child's asthma care plan please contact your School Nurse. Please ensure that your child has a **spare reliever inhaler and spacer in school** and it is within its **expiry date**.