

Shipleigh CE Primary School

Asthma Policy

The school:

- Recognises that asthma is a widespread, serious but controllable condition and the school welcomes all pupils with asthma
- Ensures that pupils with asthma can do and participate fully in all aspects of school life, including PE, visits, schools trips and out of hours activities
- Recognises that pupils with asthma need immediate access to reliever inhalers at all times
- Keeps a record of all pupils with asthma and the medication they take
- Ensures that the whole school environment, including the physical, social, sporting and educational environment is favourable to pupils with asthma
- Ensures that all pupils understand asthma
- Ensures that all staff (including supply teachers and support staff) who come into contact with pupils with asthma know what to do in the event of an asthma attack
- Will work in partnership with all interested parties including the governing body, all school staff, school nurses, doctors, asthma nurses and pupils to ensure the policy is planned, implemented and maintained successfully.

Asthma Medication

- Immediate access to reliever medicines is essential.
- All Pupils have a box where their inhaler and spacer is kept with their name on.
- All Inhalers must be labelled with the child's name by the parent/carer.
- A medical consent form must be completed by the parent/carer, detailing the prescription and how often it is needed.
- School staff should support the child when administering asthma medicines.
- 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 medication when they need to.

Record keeping

- At the beginning of each year when a child joins the school, parents/carers are asked if their child has any medical conditions including asthma on their enrolment form.
- A medical alert form must be completed, giving details of the condition. This will be kept in the first aid file and the child's class first aid box, alongside the medical consent form.
- School staff must record each time the inhaler is used on the monitoring sheet, which can be found on the reverse of the consent form.

Exercise and activity – PE and games

- Pupils with asthma are encouraged to participate fully in PE lessons. PE teachers will remind pupils whose asthma is triggered by exercise to take their reliever inhaler before the lesson, and to warm up and down before and after the lesson. It is agreed with PE staff that each pupil's inhaler will be labelled and kept in the box at the site of the lesson. If a pupil needs to use their inhaler during a lesson they will be allowed to do so.
- Classroom teachers follow the same principles as described above for games and activities involving physical activity.

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 class teacher will initially talk to the parents/carers to work out how to prevent their child from falling behind. If appropriate, the teacher will then talk to the school nurse and SEN co-ordinator about the pupils needs.
- The school recognises that it is possible for pupils with asthma to have special educational needs due to their asthma.

Asthma Attacks

- All staff who come into contact with pupils with asthma know what to do in the event of an asthma attack. (The school nurse could provide training on a yearly basis if required)
- In the event of an asthma attack the school follows the procedures outlined in this policy

Roles and Responsibilities

Employers have a responsibility to:

- Ensure the health & safety of their employees (all staff) and anyone else on the premises or taking part in school activities (this includes pupils). This responsibility extends to those staff and others leading activities taking place off site, such as visits, outings or field trips. Employers therefore have a responsibility to ensure that an appropriate asthma policy is in place.
- Make sure the asthma policy is effectively monitored and regularly updated
- Report to parents/carers, pupils, school staff and local health authorities about the successes and failures of the policy
- Provide indemnity for teachers who volunteer to administer medicine to pupils with asthma who need help – possible training to cover indemnity

Head teachers and principals

Head teachers have a responsibility to:

- Plan an individually tailored school asthma policy with the help of school staff, school nurses, local education authority advice and the support of their employers

- Plan the school's asthma policy in line with devolved national guidance
- Liaise between interested parties – school staff, school nurses, parents/carers, governors, school health service and pupils
- Ensure the plan is put into action, with good communication of the policy to everyone
- Ensure every aspect of the policy is maintained
- Assess the training and development needs of staff and arrange for them to be met
- Ensure all supply teachers and new staff know the school asthma policy
- Regularly monitor the policy and how well it is working
- Delegate a staff member to check the expiry date of inhalers and maintain the school asthma register

School Staff

All school staff have a responsibility to:

- Understand the school asthma policy
- Know which pupils they come into contact with who have asthma
- Know what to do in an asthma attack
- Allow pupils with asthma to have immediate access to a reliever inhaler
- Record usage and monitor effectiveness
- Tell the parents/ carers if their child has had an asthma attack
- Tell parents/carers if their child is using more reliever inhaler than they usually would
- Ensure pupils have their asthma medicines with them when they are on a school trip or away from the classroom

PE teachers

PE teachers have the responsibility to:

- Understand asthma and the impact it can have on pupils. Pupils with asthma should not be forced to take part in activity if they feel unwell. They should also not be excluded from activities that they wish to take part in if their asthma is well controlled
- Ensure pupils have their reliever inhaler with them during activity or exercise and are allowed to take it when needed
- If a child has to take their inhaler during a PE lesson, wait until they feel better before allowing them to rejoin the activity

School nurses

School nurses have the responsibility to:

- Help plan/update the school asthma policy
- If the school nurse has adequate asthma training, it can be their responsibility to provide regular training for school staff in managing asthma

Pupils

Pupils have the responsibility to:

- Treat other pupils with and without asthma equally
- Let any pupil having an asthma attack take their reliever inhaler (usually blue) and ensure a member of staff is called
- Tell their parents/carers when they are not feeling well
- Treat asthma medicines with respect
- Know how to gain access to their medicine in an emergency
- Know how to take their own asthma medicine

Parents/ Carers

Parents/ Carers have the responsibility to:

- Tell the school if their child has asthma
- Inform the school about the medicines their child requires during school hours (Blue inhaler)
- Tell the school about any changes to their child's medicines what they take and how much
- Inform school of any changes to their child's asthma (for example, if their symptoms are getting worse or they are sleeping badly due to their asthma)
- Ensure that their child's reliever inhaler and spacer are labelled with their name (every child should have a spacer/aerochamber)
- Ensure that their child's reliever inhaler is within its expiry date
- Ensure their child has regular asthma reviews with their doctor or asthma nurse (every six to 12 months)

Staff training

- It is important that all school staff who come into contact with pupils with asthma are trained and the training is updated regularly. School staff cannot be expected to be responsible for a particular condition without training.

Reviewed by the Headteacher: March 2017

Approved by the Governing Body:

Review Date: