

# **Toll Bar Primary School**

## **Asthma Policy**

### **1. Principles**

At Toll Bar Primary School we recognise that asthma is a widespread, serious but controllable condition. The school welcomes all pupils with asthma.  
We ensure all pupils with asthma can participate in all aspects of school life  
We recognise that pupils with asthma need immediate access to reliever inhalers at all times  
We maintain records of pupils with asthma through care plans  
We ensure the whole school environment is suitable for pupils with asthma  
We ensure all pupils understand asthma  
We ensure that all adults who come into contact with pupils with asthma know what to do if a child has an asthma attack  
We understand that a pupil who suffers from asthma may experience bullying and we have procedures in place to prevent this  
We work in partnership with parents/ carers and medical professionals to ensure the policy is understood and implemented

### **2. Background**

This policy has been written using guidelines and advice from the Department for Education, Asthma UK and the school nurse.

All staff and volunteers are made aware of the policy and all staff who come into contact with pupils are trained by a medical professional once a year.

### **3. Asthma medicines – see guidance booklet**

- a. Immediate access to reliever medicines is essential. Staff are requested to think carefully about where inhalers are stored. Pupils are encouraged to carry their reliever inhaler with them as soon as staff and parents feel they are mature enough to do so
- b. Parents/carers are requested to provide school with a spare labelled reliever inhaler. The class teacher will store this separately in case the pupil's own inhaler runs out , or is lost or forgotten
- c. All inhalers must be labelled with the child's name and class
- d. Staff are not required to administer asthma medicines to pupils ( except in an emergency).
- e. All school staff will let pupils use their inhalers when they need to

### **4. Record Keeping**

At the beginning of the school year , when a child joins the school or when an asthma care plan is reviewed , parents/carers are asked if their child has any medical conditions, including asthma

School maintain a medical care plan which is reviewed annually with parents. See Appendix A

The care plan has been agreed with the school nurse and /or the parent.

Pastoral staff and year group leaders are responsible for meeting with parents and supporting the completion of a care plan.

A copy of the asthma care plan is copied to the pupil record.

An administrator maintains the school medical area on the shared area for pupils with asthma

A care plan file is maintained in both school sites and can be found in the school offices.

Should a child need to visit hospital following an asthma attack the relevant forms will be completed. See Appendix B

A pupils asthma needs are recorded on risk assessments e.g after school clubs, educational visits

## **5. Exercise and activity**

Taking part in sports, exercise and physical education are essential aspects of school life. All staff should know which children in their class have asthma.

Pupils are encouraged to take part in all activities. Staff are reminded to be mindful of pupils whose asthma may be triggered by exercise and these pupils may need to take their reliever inhaler before exercise and to thoroughly warm up in PE lessons.

Inhalers should be taken into all PE activities

Inhalers should be taken to all out of school activities and off site visits/activities

## **6. The school environment**

The school does keep furry animals and animals with feathers. Children with allergies to fur or feathers would not be expected to help care for the animals. There is a non smoking policy. Chemicals which may trigger asthma are not used. If a pupil does inhale fumes which trigger their asthma they are encouraged to leave the room, go to the school office and be monitored by a first aider.

## **7. When a pupil is falling behind in lessons**

From time to time a pupil with asthma may have low attendance and/or be falling behind. This will be recognised and monitored through pupil progress meetings held each term.

Initially a teacher will arrange to meet with parents to discuss this and may, through the pastoral system, contact the school nurse service.

## **8. Asthma care plans**

These are written in consultation with the school nurse and parents. See Appendix A

## **9. Working with parents/carers**

Parents/carers have the responsibility to:

- Tell school if their child has asthma
- Ensure there is an up to date care plan for their child
- Inform school about the medicines their child needs during school time and out of hours activities
- Inform school of any changes to medication
- Inform school of any changes to their child's asthma e.g if they are not sleeping due to asthma
- Ensure inhalers are in school, labelled, replaced and in date
- Keep their child at home if they are not well with asthma
- Ensure their child has asthma reviews with their doctor every 12 months

## **10. Procedure in the event of an asthma attack in school.**

All staff should have knowledge of and follow the following procedures:

- Remove the child from the source of the problem, if possible,
- Ensure the child's reliever medicine is taken promptly and a second dose taken if necessary,
- Stay calm, reassure the child and listen carefully to what the child is saying,
- Comfort the child perhaps by hand holding, not by hugging as this restricts breathing,
- Help the child by encouraging slow, deep breaths,
- Encourage others to carry on as normal,
- Encourage the pupil to sit upright and lean forward slightly, hands on knees sometimes helps, do not allow the child to lie down
- Loosen clothing, offer a drink of water, ventilate the room
- Do not leave the child unsupervised
- Encourage the child to gentle activity when recovered

## **11. Training for Staff**

- The policy for working with pupils with asthma will be reviewed each year and staff will receive full training.
- The school nurse will train all staff every year on asthma. All staff have a responsibility to attend this safeguarding training.
- School policy and procedures form part of the staff induction at Toll Bar Primary School
- Further information is available in the Asthma booklet – appendix B