



Hollyfield Primary School  
Asthma Policy  
October 2016

At Hollyfield School we:

- Welcome all pupils with Asthma and recognise their needs.
- Will encourage and support children who have asthma to participate fully in all aspects of school life.
- Recognises that pupils need to have immediate access to their reliever inhaler.
- Expect and encourage parents/carers to share appropriate information to the school regarding their child's asthma.

### **Admission to school**

All parents/carers will be asked to complete an admission form giving full details of their child's asthma including the triggers, regular medication, emergency contact numbers, family GP and any relevant hospital details.

If there is a need to administer asthma medication on a regular basis, ie: any form of inhaler - parents/carers will be asked to complete an Asthma card and arrange for it to be signed by their doctor and regularly updated (cards obtained through school).

Parents/carers of children who are registered with school as being asthmatic will be asked to complete a consent form in the event of them requiring the use of the 'emergency inhaler'.

Every child with an asthma diagnosis must have an in date blue reliever inhaler and a spacer device if normally used available in school and clearly labelled with the child's name.

Details of children with Asthma will be held on a central Asthma Register within school.

### **Storage and disposal of medication**

Parents/Carers are asked to complete a medication in school form (Available from the office).

All inhaler devices need to be clearly labelled with the child's name.

In Reception/Key stage 1 and Key Stage 2 these will be kept in the classrooms under the supervision of the class teacher. In Key Stage 2 - pupils at this age are encouraged to become self-managing by the end of Year 6 by carrying their own inhaler and using it when needed.

Most children will not need to use their blue inhaler on a daily basis therefore if the child has experienced symptoms or an attack and has needed to use their inhaler parents and carers will be informed.

Parents/Carers are asked to check the reliever inhalers on a termly basis to ensure they are in date and full working order.

Any medication that is found to be out of date will be returned to parents for them to dispose of responsibly.

Spacers for inhalers are to be sent home to Parents/Carers at the end of every half term so that they can be washed following manufacturer's instructions and returned when school recommences.

### **Access to all**

Pupils with asthma are encouraged to participate in all aspects of school life; PE lessons, residential trips, school visits and after school clubs.

Inhalers will be carried with the teacher when activities are off school site.

Where exercise is a trigger, those pupils will be encouraged to use their inhalers before exercising.

Relievers must be taken to the hall/playground/ wherever exercise is taking place.

If a pupil is missing a lot of time from school or is always tired because their asthma is disturbing their sleep at night, the class teacher will initially talk to the parents/carers. If appropriate, the teacher will then talk to the school nurse and Inclusion Manager about the pupil's needs.

Two members of staff are responsible carrying out checks, ensuring protocol is followed.

### **Use of Emergency Medication and Inhalers in school**

From the 1st October the Human Medicine (amendment) (No 2) regulations 2014 will allow schools to keep a salbutamol inhaler for use in emergencies. This will be kept centrally in the main office. The *Emergency Inhaler* will be kept in the First Aid cupboard, the key for which is held in the grey key cabinet on the 'window wall' of the office.

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 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/carers of children who are registered with school as being asthmatic will be asked to complete a consent form in the event of them requiring the use of the '*emergency inhaler*'.

In the event of the child having to use the '*emergency inhaler*' a letter will be completed and sent to parents/carers.

There will be two named volunteers who will have responsibility for ensuring that on a monthly basis the '*emergency inhaler*' and spacer are present and in working order and the inhaler has sufficient number of doses available. Replacement inhalers should be obtained when expiry dates approach. The plastic inhaler housing (which holds the canister) has been cleaned, dried and returned to storage following use or that replacements are available if necessary.

### **Training**

All staff will access asthma awareness training annually and receive regular updates so that they recognise how to deal with a child having an asthma attack.

In the event of an asthma attack the school follows a clear procedure visibly displayed in the hall and in every classroom throughout school.

### **Access and Review of Policy**

The Asthma Policy will be accessible to all staff and the whole school community through school's website and prospectus. Hard copies can be obtained through the school office. This policy will be reviewed on a two yearly cycle.

This policy has been written in line with the Department of Health guidance on the use of emergency salbutamol inhalers in school.

*'Guidance on the use of Emergency Salbutamol Inhalers in School – September 2014'*

At Hollyfield Primary School, Staff and Governors committed to the safety and welfare of all pupils and will ensure that, through the robust implementation of all safeguarding policies, that all pupils are protected from any potential exposure to extremism and radicalisation.

We will ensure that all our pupils, especially those with SEND, will be fully supported academically and socially to ensure that no pupil is at risk of bullying or any other form of discrimination.

To be reviewed April 2017