

Hartford Infant and Preschool



Asthma Policy January 2023

Lead person: Mrs Rae Lee

Adopted by Governors: XXXXX

Date of revision: Every 3 years or when advice is updated

How to recognise an asthma attack

The signs of an asthma attack are:

- persistent cough (when at rest)
- wheezing sounds coming from the chest (when at rest)
- difficulty breathing (the child could be breathing fast and with effort, using all accessory muscles in the upper body)
- nasal flaring
- inability to talk or complete sentences (some children will go very quiet)
- person trying to tell you that their chest 'feels tight' (younger children may express this as tummy ache)

Call an ambulance immediately and commence the asthma attack procedure without delay if the child:

- appears exhausted
- has a blue/white tinge around lips
- is going blue
- has collapsed

What to do in the event of an asthma attack

- Keep calm and reassure the child
- Encourage the child to sit up and slightly forward
- Use the child's own inhaler – if not available, use the emergency inhaler (check parent consent form signed- Appendix 1)
- Ring 999 if you do not have parental permission to administer the emergency inhaler
- Remain with the child while the inhaler and spacer are brought to them
- Immediately help the child to take **two puffs of salbutamol via the spacer**
- If there is no immediate improvement, continue to give two puffs at a time every two minutes, up to a maximum of 10 puffs
- Stay calm and reassure the child. Stay with the child until they feel better. The child can return to school activities when they feel better
- If the child does not feel better or you are worried at ANYTIME before you have reached 10 puffs, **CALL 999 FOR AN AMBULANCE**
- If an ambulance does not arrive in 10 minutes give another 10 puffs in the same way

Background

This school recognises that asthma is a widespread, serious but controllable condition affecting some pupils. Hartford Infant and Preschool positively welcomes all pupils with asthma. We also encourage pupils with asthma to achieve their potential in all aspects of school life by having a clear policy that is understood by school staff, parents, governors and pupils. Supply teachers and new staff are also made aware of the policy. All staff who meet pupils with asthma are provided with information and guidance and first aid team members receive training on asthma.

Asthma Medicines

Immediate access to reliever medicines is essential.

Pupils with asthma are encouraged to carry their reliever inhaler as soon as the parent/carer, doctor or asthma nurse agree they are mature enough - we recognise that the children in EYFS and KS1 are unable to do this safely.

- The reliever inhalers of pupil's are stored in the first aid cupboard in named boxes in the school office.
- An emergency inhaler is stored in the
 - portable first aid bag for lunchtimes and playtimes and PE outside on the field
 - first aid cupboard for fire/evacuation emergencies
- All inhalers must be labelled with the child's name by the parent/carer

- School staff are not required to administer asthma medicines to pupils (except in an emergency), however named staff at this school are able to do this with parent permission (please see 'Agreement to Administer Medicine' and 'emergency inhaler consent' forms, which must be completed before medicines can be kept in school)
- All school staff will let pupils take their own medicines when they need to
- All medicines will be taken on any school trip and stored with the key adult working with the child

Record Keeping

- At the beginning of each school year or when a child joins the school, parents/carers are asked if their child has any medical conditions including asthma on their admissions form.
- All parents/carers of children with asthma are consequently advised to bring into school the appropriate medicine.
- Parents/carers given an 'Agreement to Administer Medicine' and 'emergency inhaler consent' forms when the medicine is brought into school.
- If a child has severe and/or complex medical needs, an Individual Health Care Plan (see 'Supporting Pupil with Medical Needs' policy) will be created in partnership with home.
- Using the above information, the school maintains a register of medical needs, which includes details of pupils diagnosed with asthma, and is available to all school staff.
- The forms (including emergency inhaler consent form) are then sent to parents/carers of children with asthma on an annual basis to update. Parents/carers are also asked to update or exchange the form for a new one if their child's medicines, or how much they take, changes during the year.

Exercise and Activity- PE and games

Taking part in sports, games and activities is an essential part of school life for all pupils. All teachers know which children in their class have asthma and all PE teachers at the school are aware of which pupils have asthma from the school's medical needs register (children should have an asthma plan created by a medical professional).

- Pupils with asthma are encouraged to participate fully in all PE lessons. PE teachers and sports coaches will remind pupils whose **asthma is triggered by exercise** to take their reliever inhaler before the lesson, and to thoroughly warm up and down before and after the lesson
- If a pupil needs to use their inhaler during a lesson, they will be encouraged to do so.
- Classroom teachers follow the same principles as described above for games and activities involving physical activity

Out-of-hours sport

There has been a large emphasis in recent years on increasing the number of children and young people involved in exercise and sport in and outside of school. The health benefits of exercise are well documented, and this is also true for children and young people with asthma. It is therefore important that the school involve pupils with asthma as much as possible in after school clubs.

Teachers and sports coaches are aware of the potential triggers for pupils with asthma when exercising, tips to minimise these triggers and what to do in the event of an asthma attack. All staff and sports coaches are provided with appropriate advice and guidance. All registers of children included in clubs will be updated with details of children with asthma by the school office.

Asthma Attacks

All staff who meet pupils with asthma know what to do in the event of an asthma attack.

In the event of an asthma attack the school follows the procedure outlined by Asthma UK. This procedure is visibly displayed in the staffroom and every classroom (see Appendix 2).

Spare Emergency Kit Inhalers

- Spare inhalers with spacers are kept in the First Aid cupboard School Office in case a child or member of staff requires an inhaler but does not have theirs with them (see above for further information on storage of emergency inhalers and parental consent forms).
- Emergency Inhalers should be clearly labelled to avoid confusion with a child's inhaler.
- A Spare inhaler is to be taken on activities that take place off site as part of the First Aid kit.
- School Office staff are responsible for checking monthly that the emergency inhalers and spacers are present and in working order. They will ensure that replacement inhalers are obtained when the expiry dates approach.
- A child may be prescribed an inhaler for their asthma which contains an alternative reliever medication to salbutamol (such as terbutaline). The salbutamol inhaler should still be used by these children if their own inhaler is not accessible – it will still help to relieve their asthma and could save their life.
- A parent must be informed if an emergency inhaler has been use (see Appendix 3)

Associated policies and other documentation

- Videos on how to administer an inhaler <https://www.asthma.org.uk/advice/inhaler-videos/>
- Supporting Pupil with Medical Needs policy
- First Aid Policy
- Asthma Awareness in schools guidance (Asthma UK) <https://www.asthma.org.uk/advice/child/>

Hartford Infant and Preschool
CONSENT FORM: USE OF EMERGENCY SALBUTAMOL INHALER

Child showing symptoms of asthma / having asthma attack

- 1. I can confirm that my child has been diagnosed with asthma / has been prescribed an inhaler [delete as appropriate].
- 2. My child has a working, in-date inhaler, clearly labelled with their name, which they will bring with them to school every day.
- 3. In the event of my child displaying symptoms of asthma, and if their inhaler is not available or is unusable, I consent for my child to receive **salbutamol** from an emergency inhaler held by the school for such emergencies.

Signed: Date:

Name (print).....

Child's name:

Class:

Parent's address and contact details:

.....
.....
.....

Telephone:

E-mail.....

Signs of an asthma attack

- You need to take your reliever inhaler (usually blue) a lot
- Your chest feels tight
- You are coughing and wheezing a lot
- You cannot breathe well
- It is hard to talk



- 1.** Sit up straight. Do not lie down. Try to stay calm.



- 2.** Take one puff of your reliever inhaler (usually blue) every minute until you feel better. You can take up to ten puffs of your reliever inhaler.



- 3.** If you don't feel better after ten puffs of your reliever inhaler, call 999 for help.

This has been made by Asthma + Lung UK, a charity that helps people with asthma.

Asthma and Lung UK, a charitable company limited by guarantee with company registration number 01863614, with registered charity number 326730 in England and Wales, SC038415 in Scotland, and 1177 in the Isle of Man.

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next review 2025.

Call our Helpline **0300 222 5800**
AsthmaAndLung.org.uk

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LETTER TO INFORM PARENTS OF EMERGENCY SALBUTAMOL INHALER USE

Child's name:

Class:

Date:

Dear.....,

This letter is to formally notify you that.....has had problems with his / her breathing today. This happened at.....

[Delete as appropriate*]

*A member of staff helped them to use their asthma inhaler. Unfortunately, their own asthma inhaler was not available, so a member of staff helped them to use the emergency asthma inhaler containing **salbutamol**. They were given puffs.

*Their own asthma inhaler was not working, so a member of staff helped them to use the emergency asthma inhaler containing **salbutamol**. They were given puffs.

Although they soon felt better, we would strongly advise that you have your seen by your own doctor as soon as possible.

Best Wishes,

Rae Lee

[Headteacher]