



# Swinemoor Primary School

## Asthma Policy

### Introduction

Swinemoor Primary School recognises that asthma is a widespread, serious but controllable condition and the school welcomes all pupils with asthma. We ensure that pupils with asthma can and do participate fully in all aspects of school life.

The purpose of this policy is to put into place effective management systems and arrangements to support children and young people with asthma in the school and to provide clear guidance for staff and parents/carers on the administration of asthma inhalers.

### ***This is achieved through: -***

- Ensuring that children have access to asthma pumps as needed
- Keeping a record of all pupils with asthma and the medicines they take
- Creating a whole school environment, including the physical, social, sporting and educational environment, that is favourable to pupils with asthma
- Helping all pupils to understand asthma as a medical condition
- Making sure that all staff (including supply teachers) who come into contact with pupils with asthma know what to do in the event of an asthma attack
- Be pro-active in contacting outside agencies i.e. School Nurse, Education Welfare Officer if a pupil's attendance is affected due to asthma

This policy should be read in conjunction with: -

- Children with Medical Needs Policy
- Managing Medicines in Schools & Early Years Settings

*The policy has been written with advice from The Children and Families Act 2014 and Asthma UK.*

### **Asthma Inhalers**

Immediate access to reliever medicines is essential. The reliever inhalers are stored in individual named boxes, in the classroom where the child spends most of their time. When working outside, for example, during PE lessons, the class teacher will collect all inhalers for the pupils with which they are working, and take them out with them in a drawstring bag. In an emergency, pupils requiring their inhaler during playtimes and/or hall times, for example at lunchtime, can use the spare inhalers located in the main reception. Parental permission must be obtained for the use of the emergency inhalers (see appendix 1) Parents/carers must be informed if emergency inhalers are used (see template – appendix 2)

School staff are not required to administer asthma inhalers/spacers to pupils (except in an emergency) and all staff are insured to do so by the LA when acting in agreement with this policy. All staff will let pupils take their own medicine when they need to. This is supervised by a member of staff who has undergone first aid training. All parties know where inhalers/spacers are kept. In the event of an emergency an ambulance will be called and the parent/carer informed immediately.

### **Record Keeping**

At the start 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 admission form. This data is then inputted onto the electronic SIMs system and entered onto the Asthma Audit which can be located in the main school office. Details of the asthma audit is circulated to class teachers once per term by Mrs Hudson, Admin Officer. Class teachers are responsible for checking the dates on the inhalers in their class on a termly basis (a

reminder will be sent via Basecamp in the form of an automatic check-in). When an inhaler is due to expire within one month, class teachers must report to the main office so that parents/carers can be sent a reminder of when their child's inhaler is due to expire or when a new inhaler is required. A termly log of inhaler use should be kept in the classroom at all times and a record made of any use (appendix 3) These must be brought to the main office at the end of each term. Any irregularities are reported to the main office so that parents/carers can be informed, for example a child needing to take their asthma relief more than is usual for that child. Mrs Hudson, Admin Officer, will perform random spot checks on a termly basis to ensure record keeping is up-to-date and accurate (a reminder will be sent via Basecamp in the form of an automatic check-in)

### **Exercise and Activity**

Taking part in sports, games and activities is an essential part of school life for all pupils and children with asthma are encouraged to participate. All staff are aware of triggers for pupils with asthma and know what to do in the event of an asthma attack. Sessions will include warm ups and warm downs and inhalers will be kept close by. If a pupil needs to use their inhaler during a lesson they will be encouraged to do so.

### **Off-site Sport, Swimming & Educational Visits**

The health benefits of exercise are well documented. Asthma inhalers/spacers are taken off site and a signing in/out log is kept in the main school office. Inhalers are the responsibility of the leader of the group when the child participates in swimming, sports activities and educational visits.

### **School Environment**

The school does all that it can to ensure the school environment is favourable to pupils with asthma. As far as possible the school does not use chemicals in science and art lessons that are potential triggers for pupils with asthma. The school has a definitive no-smoking policy.

January 2024

## CONSENT FORM:

## USE OF EMERGENCY SALBUTAMOL INHALER

Swinemoor Primary School

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 contact details:

Telephone:

.....

E-mail:

.....

SPECIMEN 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 when.....  
.....

A member of staff helped them to use their asthma inhaler.

They did not have their own asthma inhaler with them, 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. .  
[Delete as appropriate]

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

Yours sincerely

Class \_\_\_\_\_

[illegible]

Date Returned to School Office: \_\_\_\_\_