

# **Keir Hardie Primary School & Children's Centre**



# **Asthma Policy**

<b>Reviewed:</b>	<b>Autumn 2016</b>
<b>Date of Next Review:</b>	<b>Autumn 2017</b>

## Asthma Policy

This policy was reviewed by the co-ordinator

Print Name .....SHEILA SYMES.....

Signature .....S. Symes.....

Date .....07/10/16.....

This policy was reviewed by the Head Teacher

Print Name .....Violet Owens.....

Signature ..........

Date .....12.10.16.....

This policy was reviewed and agreed by the Chair of Governors

Print Name .....Yvette Freestone.....

Signature ..........

Date .....12/10/2016.....

Keir Hardie Primary School<sup>1</sup> recognises that asthma is a widespread, serious but controllable condition affecting many pupils at the school. The school positively welcomes all pupils with asthma. This school encourages pupils with asthma to achieve their potential in all aspects of school life by having a clear policy that is understood by school staff and pupils. Supply teachers and new staff are also made aware of the policy.

## **Policy Principles**

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 participate fully in all aspects of school life, including art lessons, PE, science, visits, outings or field trips and other out-of hours school 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 medicines 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 an asthma attack.
- Understands that pupils with asthma may experience bullying and has procedures in place to prevent this.
- Will work in partnership with all interested parties including the school's governing body, all school staff, school nurses, parents/carers, employers of school staff, doctors, nurses and pupils to ensure the policy is planned, implemented and maintained successfully.

## **Asthma medicines**

- Immediate access to reliever medicines is essential. Reliever inhalers are stored in the Welfare Room. Care plans are in place for all pupils with asthma and are reviewed annually.
- 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 they will contact the parents immediately. 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 medicines when they need to.

## **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 enrolment form.

All parents/carers of children with asthma are consequently required to fill out an information sheet that is returned to school and school updates its medical records that

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<sup>1</sup> Please note: 'School' refers to both KH Primary School *and* Keir Hardie Children's Centre.

are available to all school staff. Parents/carers are also asked to update school annually or when their medication or dosage changes.

### **Exercise and activity – PE and games**

Taking part in sports, games and activities is an essential part of the school life for all pupils. All teachers know which children in their class have asthma and all teachers at the school are aware of which pupils have asthma from the school's medical records.

Pupils with asthma are encouraged to participate fully in all PE lessons. Before PE, teachers 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. It is agreed with staff that each pupil's inhaler will be labelled and kept in a box at the site of the lesson. If a pupil needs to use their inhaler during the lesson they will be encouraged to do so.

Classroom teachers follow the same principles as described above for all games and activities involving physical activity.

### **Out-of-hours sport**

The health benefits of exercise are well documented and this is also true for children and young people with asthma. At Keir Hardie, pupils with asthma are encouraged as much as possible to participate in after school clubs.

Staff 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.

### **School environment**

The school does all that it can to ensure the school environment is favourable to pupils with asthma. The school does not keep furry or feathery animals and has a definitive no-smoking policy. Should animals be coming into school for a workshop, parents are consulted. As far as possible the school does not use chemicals in science and art lessons that are potential triggers for pupils with asthma. Pupils with asthma are encouraged to leave the room briefly if particular fumes trigger their asthma.

### **Making the school asthma-friendly**

The school ensures that all pupils understand asthma. Asthma can be included in the National Curriculum Key Stages 1 and 2 science, design and technology, geography, history and PE.

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 pupil's needs.

The school recognises that it is possible for pupils with asthma to have special education 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.

In the event of an asthma attack the school follows the procedure outlined by Asthma UK in its School Asthma Pack. This procedure is visibly displayed in the staffroom and every classroom, and is included at the end of this policy.

### **The school will:**

- Delegate a staff member to check the expiry date of spare reliever inhalers annually (Welfare Officer).
- Maintain the school's asthma/ medical records.
- HT/DHT to ensure the school asthma policy is effectively monitored and regularly updated.

## Asthma

Children's inhalers are stored in the medical room locked cabinet.

If able to self-administer please note that in an emergency situations they may be too breathless to manage this herself and will require staff to intervene on their behalf.

If a child develops any of the following signs please follow the instructions below.

- COUGHING
- SHORTNESS OF BREATH
- WHEEZING
- TIGHTNESS IN THE CHEST, BEING UNUSUALLY QUIET
- DIFFICULTY SPEAKING IN FULL SENTENCES
- LIPS ARE BLUE.

**Step 1:** Help the child to take their usual dose of reliever inhaler immediately, preferably through a spacer.

**Step 2:** Sit the child upright.  
Get them to take slow steady breaths.  
Keep calm and reassure them.  
Do not leave them alone.

### IMPROVEMENT

Yes

No

#### If there is an improvement:

- Continue to sit with the child until they are feeling completely well and can go back to previous activity.
- Contact their parents or carers and inform them about the situation.

#### If there is no improvement go to:

**Step 3:** Continue to give two puffs of reliever inhaler (one puff at a time) every two minutes, up to ten puffs.

**Step 4:** If the child does not start to feel better after taking the reliever inhaler as above, or if you are worried at any time, call 999.

**Step 5:** If an ambulance does not arrive within ten minutes re-assess the child and repeat **step 3** if necessary. Re-assess every 5 minutes

**Contact Parents and inform them of the situation**