



ASTHMA POLICY

2020-21



FITZWILLIAM PRIMARY SCHOOL

POLICY WRITTEN:

SEPTEMBER 2020

POLICY REVIEW:

AUGUST 2021

CO-ORDINATOR:

Paul Quarry



Policy on Asthma

Introduction

The Governing Body of Fitzwilliam Primary School 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, parents and pupils.

Supply teachers and new staff are also made aware of the policy. All staff that come into contact with pupils with asthma are provided with regular training on asthma from the school nurse. Training is updated once a year.

We will endeavour to create a school environment that is favourable to all asthma sufferers. We will encourage those children who suffer with asthma to fully participate in all aspects of this school.

We will ensure that all academy personnel are fully trained in dealing with a person having an asthma attack and that asthma inhalers are readily accessible at all times.

We wish to work closely with the School Council and to hear their views and opinions as we acknowledge and support Article 12 of the United Nations Convention on the Rights of the Child that children should be encouraged to form and to express their views.

This policy should be read alongside the Medical and First Aid Policy.

Aims

- To encourage and help children with asthma to participate fully in all aspects of school life;
- To ensure that the school environment is favourable to all asthma sufferers.

Roles and Responsibilities

Role of the Governing Body

The Governing Body has:

- Appointed a member of staff to be responsible for Health and Safety (the Headteacher);
- Delegated powers and responsibilities to the Headteacher to ensure all School personnel, parents, pupils and visitors to the school are aware of and comply with this policy;
- Responsibility for the effective implementation, monitoring and evaluation of this policy.

Role of the Headteacher

The Headteacher will:

- Ensure all academy personnel, pupils and parents are aware of and comply with this policy;
- Monitor the effectiveness of this policy;
- Ensure every aspect of the policy is maintained;
- Assess the training and development needs of staff and arrange for them to be met;
- Ensure all supply teachers and new staff know the academy asthma policy;
- Delegate a staff member to check the expiry date of spare reliever inhalers and maintain the academy asthma register;

The Role of School Personnel

School personnel will:

- Understand and comply with this policy;
- Be aware of the academy register of pupils who suffer from asthma and know which pupils that they come into contact with have asthma;
- Allow pupils with asthma immediate access to their reliever inhaler;
- Ensure pupils have their asthma medicines with them when they go on a school trip or out of the classroom;
- Inform parents/carers if their child has had an asthma attack or they think their child shows the symptoms of asthma;
- Tell parents/carers if their child is using more reliever inhaler than they usually would;
- Undertake the appropriate training;
- Ensure pupils who have been unwell catch up on missed academy work;
- Be aware that a pupil may be tired because of night-time symptoms;
- Keep an eye out for pupils with asthma experiencing bullying;
- Liaise with parents/carers, the special educational needs coordinator or Local Authority Support Services if a child is falling behind with their work because of their asthma.

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

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 special education needs coordinator about the pupil's needs.

The academy recognises that it is possible for pupils with asthma to have special education needs due to their asthma.

Role of Pupils

Pupils will:

- Comply with all aspects of this policy;
- Know the location of their inhaler;
- Be able to administer their own inhaler, with support if necessary;
- Treat other pupils with and without asthma equally;
- Let any pupil having an asthma attack take their reliever inhaler (usually blue) and ensure a member of staff is called;
- Tell their parents/carers or teacher when they are not feeling well;
- Treat asthma medicines with respect;
- Know how to gain access to their medicine in an emergency.

The Role of Parents

Parents will:

- Be made aware of this policy;
- Inform the school of their child's asthma;
- Provide the school with an annual updated asthma card outlining the dosage and the frequency of use of their child's medication;
- Inform the school of any changes to their child's asthma (for example, if their symptoms are getting worse or they are sleeping badly due to their asthma)
- Ensure their child's reliever inhaler (and spacer where relevant) is labelled with their name;
- Provide the school with a spare reliever inhaler labelled with their child's name;
- Ensure that their child's reliever inhaler and the spare is within its expiry date;
- Keep their child at home if they are not well enough to attend school;
- Ensure their child catches up on any school work they have missed;
- Ensure their child has a written personal asthma action plan to help them manage their child's condition.

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 and class teacher agree they are mature enough. The reliever inhalers of younger children are kept in the classroom.

- Parents/carers are asked to ensure that the school is provided with a labelled inhaler.
- School staff are not required to administer asthma medicines to pupils (except in an emergency), however many of the staff at this school are happy to do this.
- 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.
- Emergency inhalers are kept in the school office. Parents of children with asthma are asked to provide permission to allow the administering of this in case of emergency. We follow the DFE guidance on the use of emergency salbutamol inhalers in school March 2015 (see HS-004b).

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 sent an Asthma UK Academy Asthma Card to give to their child's doctor or asthma nurse to complete. Parents/carers are asked to return them to the academy. From this information the school keeps its asthma register, which is available to all school staff. School Asthma Cards 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 card for a new one if their child's medicines, or how much they take, changes during the year.

A record of each child's medication will be readily available to those responsible for each child.

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 academy are aware of which pupils have asthma from the school's asthma register.

Pupils with asthma are encouraged to participate fully in all PE lessons. 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 teachers 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 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.

The school involves pupils with asthma as much as possible in after school clubs.

Out-of hours school sport coaches are aware of the potential triggers for pupils with asthma when exercising.

The 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. The school will not use chemicals in science and art that are potential triggers for pupils with asthma.

Monitoring the Effectiveness of the Policy

The effectiveness of this policy will be reviewed when the need arises, and the necessary recommendations for improvement will be made to the governors.



Fitzwilliam - Inhalers procedures

During the day

- Stored in a box along with record cards out of reach of pupils in back cupboard
- Pupils have access to them when necessary – adult must record when administered

Playtime

- Stored in a box along with record cards – boxes kept in classroom
- Pupils accompanied by an adult if required during playtime to classroom and member of staff records in book
(currently, contact made to class teacher / office staff to come and collect pupil to take to inhaler)

Lunchtime

- Stored in a box along with record cards – boxes kept in classroom
- Pupils accompanied by an LTA if required during lunchtime to staffroom and member of staff in staff room or LTA records in book
(currently, contact made to class teacher / office staff to come and collect pupil to take to inhaler)
- On wet playtimes, boxes will remain in cupboards at back of class – LTA to be made aware by class teachers

PE

- Inhalers to be taken to the site of the PE lesson by class teacher / TA in boxes
- Adult to record after inhaler is administered

Where a pupil is old enough to manage their inhaler themselves, they can carry their own inhaler outside with them. They need to inform an adult if their inhaler is administered so this can be recorded by the adult.