

**TOLLGATE PRIMARY SCHOOL**

**ASTHMA POLICY**

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| **Responsible Person**  The appropriate responsible person for the updating of this policy is: **The Headteacher**  **Review and Monitoring:**  This policy will be reviewed every three years.  Developed: Spring Term 2024  Next Review due: Spring Term 2027  **Reviewed by:**  This policy was approved at the SLT meeting on ----------------------- 2024 |

1. **Background**
   1. This policy has been written with advice from the Department for Education & Skills, Asthma UK, the local education authority, local healthcare professionals, the school health service and the governing body.
   2. The school recognises that asthma is a widespread, serious but controllable condition affecting many pupils at this school.
   3. The school positively welcomes all pupils with asthma. At Tollgate Primary School we 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, their employers and pupils. Supply teachers and new staff are also made aware of the policy.
2. **Training**
   1. The school has a regular programme of first aid training and staff consultation which covers all the medical conditions, including asthma, of children in their care.
   2. Regular training and updates are given. All staff are made aware of when and where to ask for support in dealing with medical conditions.
3. **Asthma medicines**
   1. Immediate access to reliever medicines is essential. At Tollgate Primary School, children in years 3 to 6 are mature enough to carry their own inhalers, except where we have been informed otherwise. For those children below year 3, inhalers are held in the classroom and children will be assisted by an adult.
   2. Parents/carers are responsible for making sure that the child has a labelled reliever inhaler with them at all times.
   3. Parents/carers are responsible for ensuring that inhalers used are checked and renewed when necessary and that the inhalers are fit for current use.
   4. School staff are not required to help administer asthma medicines to pupils (except in an emergency), however many of the staff at Tollgate Primary School are happy to do this. School staff who agree to help administer medicines are insured by the local education authority when acting in agreement with this policy.
   5. All staff will let pupils take their asthma inhaler when they need to.
4. **Record keeping**
   1. 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 on their enrolment form.
   2. All parents/carers of children with asthma are then asked to complete
   * A School Asthma Record (Appendix A)
   * Consent form for use of emergency salbutamol inhaler (Appendix B)
   1. Parents/carers are asked to return these as soon as possible to school. From this information the school keeps its asthma register, contained within the medical folders. These folders are available to all school staff.
   2. This information is sent to parents/carers 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.
5. **Exercise and activity – PE and games**
   1. 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 people involved in PE at the school are aware of which pupils have asthmas from the school’s medical folders, containing the asthmas register.
   2. Pupils with asthma are encouraged to participate fully in all PE lessons. 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 PE staff that each pupil’s inhaler will be kept in a box at the site of the lessons. If a pupil needs to use their inhaler during a lesson they will be allowed and encouraged to do so.
   3. Classroom teachers follow the same principles as described above for games and activities involving physical activity.
6. **Out-of-hours sport**
   1. 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 the school. The health benefits of exercise are well documented and this is also true for pupils with asthma.
   2. All out-of-hours school staff and coaches are aware of the potential triggers for pupils with asthma when exercising. This information is provided on the Asthma UK Out There & Active poster which is displayed in several locations around the school and also within our medical folders.
7. **School environment**
   1. The school does all that it can to ensure the school environment is favourable to pupils with asthma. Tollgate Primary School has a no-smoking policy.
   2. 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 and go and sit in the year group area if particular fumes trigger their asthma.
8. **When a pupil is falling behind in lessons**
   1. 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 refer the matter to the Pastoral Manager who may then talk to other relevant professionals.
   2. The school recognises that it is possible for pupils with asthma to have special education needs due to their asthma.
9. **Asthma attacks**
   1. All staff who come into contact with pupils with asthma know what to do in the event of an asthma attack.
   2. In the event of an asthma attack the school follows the procedures outline by Asthma UK. This procedure is visibly displayed in the medical room and staffroom.
10. **Emergencies**
    1. The school keeps an emergency asthma kit, consisting of a spacer and a salbutamol inhaler which would be used in situations where children have forgotten, or their own inhalers are unusable. The school ‘emergency asthma kit’ is taken outside during fire drills and other emergencies.
    2. If children are given emergency salbutamol inhalers at school a letter (Appendix C) is completed and sent home.

**APPENDIX A**

**SCHOOL ASTHMA RECORD**

**Child’s Name: Class:**

Does your child tell you when he/she needs medicine?

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Yes |  |  | No |

Does your child need help taking his/her asthmas medicine?

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Yes |  |  | No |

What are your child’s triggers (things that make their asthma worse)?

Does your child need to take any medicines before exercise or play

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Yes |  |  | No |

If yes, please describe below

Does your child need to take any other asthma medicine while in the school’s care?

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Yes |  |  | No |

If yes, please detail below

What signs can indicate that your child is having an attack?

**APPENDIX B**

**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.

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: ……………………………………………

**APPENDIX C**

**EMERGENCY SALBUTAMOL INHALER USE**

Child’s Name:

Class: Date:

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

This happened when……………………………………………………………………….

Please tick as appropriate

A member of staff helped them to use their asthmas inhaler

They did not have their own asthma inhaler with them, so a member of staff helped them to use the emergency asthmas 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 child seen by your own doctor as soon as possible.

Yours sincerely