

# **WOODLANDS PRIMARY SCHOOL**



## **ASTHMA POLICY**

**Updated: July 2016**  
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## **Asthma Policy**

### **Background**

Asthma UK (2009) states asthma is the most common long-term childhood medical condition, affecting 1.1 million children in the UK. One in 10 children has asthma. This policy is designed to support, educate and train school staff to enable them to take on this role if they wish with appropriate input from the local National Health Services (NHS). This policy is designed to run alongside the risk assessments and Education, Health and Care Plans (ECH Plans) schools develop in accordance with the Department of Education (DfE) documentation.

### **Asthma in the Classroom**

Asthma is a common condition, but its severity varies considerably. People can be affected to greater and lesser degrees. For any one individual the occurrence of the condition can be episodic. This means that children can be well for long periods of time and then have sudden acute, and at times severe relapses (Asthma U.K. 2009).

The major principle underlying the policy is immediate access for all children to reliever medication.

Therefore every asthmatic child should carry their own inhaler, wherever possible, both in school, during Physical Education (PE) and on school trips. For younger children (usually those at Infant age) this is not practical. There is a system within school which allows for safe and ready access. Inhalers and spacer devices should have the children's names clearly marked and stored at the front of the teacher's cupboard. In the event of an inhaler being lost, parents/carers are asked to bring in a spare which will have the child's name clearly marked.

### **Asthma Symptoms**

Asthma is caused by a reversible narrowing of the airways to the lungs. It restricts the passage of air both in and out as you breath. The symptoms of asthma occur when the muscles around the airways tighten and the lining of the airway becomes inflamed and start to swell; this leads to a narrowing of the airways. The usual symptoms of asthma are:

- Coughing
- Shortness of breath
- Wheezing
- Tightness in the chest
- Being unusually quiet
- Difficulty speaking in full sentences
- Sometimes younger children will express the feeling of tightness in the chest as a tummy ache

The symptoms however are rapidly reversible with appropriate medication. Only when symptoms fail to be reversed, medical attention must be sought (See `Management of an Acute Asthma Attack`).

### ***Types of Treatment***

There are two types of treatment for asthma:

#### ➤ **Relievers**

Every child with asthma should have access to a reliever in school. The reliever inhaler is commonly blue, but may come in different colours, and they come in different shapes and sizes. It is the parents' responsibility to provide the correct reliever inhaler. These treatments give immediate relief and are called bronchodilators because they cause the narrowed air passages to open up by relaxing the airway muscle. They do not however reduce the inflammation.

#### ➤ **Preventers**

Preventers are a group of treatment that are designed to prevent the narrowing and inflammation of the airway passages. The ultimate objective is to reduce asthma attacks of any kind. These medicines should be taken regularly usually morning and evening. There is therefore no indication for them to come to school with the child.

Even if they are taken during an attack, they will not have an immediate effect.

### **THIS POLICY REFERS ONLY TO RELIEVERS.**

- The best way for people to take their asthma medication is to inhale them directly into the lungs. There are a variety of devices available and the asthma medication needs to be breathed in steadily and deeply
- For young children and those with co-ordination problems, other devices are sometimes used. These devices are breath activated so that the device fires automatically when the child is breathing in
- Some younger children use a spacer device to deliver their aerosol inhaler, this maybe a volumatic or aerochamber. The aerosol is pressed into the spacer and the child breaths slowly and steadily for approximately 10 seconds. If the child is using an aerochamber and it whistles they are inhaling too quickly. Spacers are very useful for those who have difficulty co-ordinating their breathing and inhaler. The spacer device is also very useful in the case of an acute asthmatic attack. (see `Managing an Acute Asthmatic Attack`). Irrespective of the type of device, the medicine being delivered is a reliever
- All children who need their relievers should have them in school and readily available at all times. These would normally be kept in a clearly marked box in the teachers store cupboard. For children who are severely Asthmatic or who have a care plan in place, it may be necessary for them to carry their reliever inhaler with them at all times.

- Infant aged children may need more help and encouragement with taking their reliever. Inhalers are kept in an easily accessible place where either child or teacher can reach it with the minimum of difficulty (teacher's cupboard on shelf low down)
- A written agreement between parents and schools will be drawn up and signed so that the parents are fully informed of the school policy on the management of asthma in the classroom for their child. (See appendix 1). This should also include a reliever inhaler supplied by the General Practitioner (GP) and a spare device and inhaler, which will be held in school
- When a child needs a dose of their reliever, this is noted on the record sheet, kept in each class with the inhalers and the parent is informed. If a child is using their inhaler three or more times a week, the teacher should inform the parent/carer as the child's asthma care may need reviewing. It remains the responsibility of the parent to seek medical attention and to liaise with the school on the frequency with which inhalers are taken

### **The Physical Environment**

Many environmental aspects can have a profound effect on a child's symptoms at anytime. The main key points are:

- Animal Fur and Hair

Some children can have marked acute and chronic symptoms if they are exposed to animals including; mice, rabbits, rats, guinea pigs, hamsters, gerbils, chinchillas and birds. Consideration may be needed on trips to farms and zoos where children handle animals

- Grass Pollen

Grass pollens are common triggers in provoking an exacerbation of asthma. Children may require extra vigilance when the school grass is cut

- Sport

Children with asthma should be encouraged to participate in sports. However, teachers need to be mindful that exercise may trigger asthma. Children should effectively warm up before exercise and cool down following exercise.

### **Access to Reliever Medication**

- Asthmatic children must have immediate access to reliever inhalers at all times. If the child does not carry their device it must be immediately accessible if required and school staff and teachers should know where the device is. At Woodlands these are stored in a clearly marked coloured box in the teachers store cupboard.
- Any children diagnosed with severe Asthma, or who have been hospitalised due to Asthma will have a care plan in place and may require their inhaler to be

carried on them at all times. (Parents can provide an 'across the shoulder bag' for this purpose).

- At the start of each school year a child should bring in a new reliever device and spacer clearly labelled with his/her name. **It is the responsibility of the parent/carer to ensure that medication provided in school is in date.** This device remains the property of the school for the school year. It can be returned to the child on the last day of the summer term
- In addition to the emergency reliever device held by the school, every child should have their own reliever that they keep with them. In the case of younger children this will be at the front of the teacher's cupboard
- All staff (including MDAs) must know where the reliever devices are kept

### **What to do if a Child has an Asthma Attack**

If an asthmatic pupil in your class becomes breathless or wheezy or starts to cough:

- Keep calm, it's treatable. If the treatment is given at an early stage the symptoms can be completely and immediately reversible
- Let the child sit in a position they find most comfortable. Many children find it most comfortable to sit forwards with their arms crossed on the table
- Ensure the child has 2 puffs of their usual reliever
- Do not leave the child or ask them to go to the office, they must remain accompanied by an adult

If the pupil has forgotten their reliever inhaler or their device is out of date or empty then:

- Give 2 puffs of the emergency school reliever inhaler, preferably via their spacer or aero chamber
- **STAY WITH THE CHILD.** The reliever should work in 5 – 10 minutes
- If the symptoms disappear, the pupil can return to class as normal
- This should be logged and parents informed at the end of the day or when appropriate of any changes in pattern

If symptoms have improved but not disappeared then:

- Give 1 puff of the reliever inhaler every minute for 5 minutes
- Stay with the child

- Contact the parents

### **If the child has worsened...**

#### **Management of a Severe Asthma Attack**

How to recognise a severe attack:

- The reliever has no effect after 5-10 minutes
- The child is either distressed or unable to talk
- The child is getting exhausted
- You have any doubts about the child's condition

#### **STAY WITH THE CHILD**

- Call 999 or send someone else to call 999 immediately. Inform them the child is having a SEVERE ASTHMA ATTACK AND REQUIRES IMMEDIATE ATTENTION.
- Using the child's reliever and spacer device give one puff into the spacer. Allow the child to breathe the medicine from the spacer. If the spacer device is an aerochamber and it whistles ask the child to breathe more slowly and gently. After one minute give another puff and allow the child to breathe the medicine. Repeat at not more than one minute intervals until the ambulance arrives
- Contact the parents and inform them what has happened

#### **Special Areas for Concern**

- Some teachers are concerned that an unsupervised child with an inhaler may result in the medication being taken by the peer group. This does not pose a danger to the health of other children
- Some teachers are concerned that using the device of another child will leave them vulnerable to legal action or criticism. Teachers are reminded they have a duty of care to the children in school. Taking no action, or not using another device could be interpreted in a failure of that care
- Reliever inhalers and spacer devices should always be taken to swimming lessons, sports, cross country, team games and educational visits out of schools, and used according to need. Children with known exercise induced asthma will need to take their reliever immediately prior to exercise

- Self-administration of the reliever is the usual and best practice. Any concerns about inappropriate use or abuse of the devices should be reported to the Head Teacher and the parents/guardian
- In an event of an uncertainty about a child's symptoms being due to asthma, TREAT AS FOR ASTHMA. This will not cause harm even if the final diagnosis turns out to be different.

### **Information to Parents and Guardians and Carers**

As part of the school policy all parents are made aware of how the school will manage a child who has symptoms due to their asthma whilst they are in school. The school will have a Metered Dose Inhaler reliever and spacer prescribed by the child's GP to be kept in school. All parents of children entering the school will receive a routine letter and questionnaire including information about asthma (Appendix 1). If a child is identified from this as having asthma, then parents will be asked to sign a separate consent form allowing the teachers to give the reliever and use the spacer device if necessary. (See Appendix 2). Parents will be asked to sign the consent form, which will be held in the class register with copies in the Junior Office.

All opportunities should be taken to promote the policy to parents so they can participate. The school prospectus, open days and sessions for reception classes are good opportunities. The policy is uploaded on the school website.

### **Pupils with Special Educational Needs and Disability**

Children who have an Education, Health and Care Plan (EHC Plan) may need special requirements to ensure that they take their asthma medication appropriately and that they are appropriately treated in the event of an acute attack. This will be made explicit by the medical team responsible for giving the medical advice input in to the EHC Plan

### **Care of the Spacer Devices**

After use they should be washed in warm soapy water, and allowed to dry naturally in the air. The spacer device once dry they should be stored carefully

### **Training**

This policy implementation will include a commitment to staff training. Training to support the policy will be provided in partnership with the Health Authority

## Appendix 1 Letter to Parents

### WOODLANDS PRIMARY SCHOOL

Dear Parent/Carer

The school has a policy for the management of asthma. If your child has asthma we would be grateful if you could fill in the two forms included with this letter and return them to school as soon as possible. This will be kept in school as a record of your child's asthma treatment.

You may need to ask your child's General Practitioner (G.P.) or Practice Nurse to help you.

If your child is diagnosed as having asthma please let the school know as soon as possible so we can ensure that they have appropriate access to their medication.

Please let us know if your child's regular treatment is changed at any time. It is important that you tell us in order that the record can be updated.

If your child is likely to need asthma treatment while at school, please ensure that your child has an inhaler at school at all times, including school trips, clearly marked with his or her name. Please ask your GP to prescribe a new inhaler and spacer, plus spare each September at the start of each new school year, to be kept by school. At the end of each school year, inhalers can be taken home and used normally.

### IMPORTANT

Poorly controlled asthma can interfere with a child's school performance. Please let your child's class teacher know if your child's asthma is being more troublesome than usual, especially if their sleep is being disturbed.

If your child becomes asthmatic at anytime please inform us immediately.

Please sign the enclosed form regarding the giving of relievers in the event that your child has a severe attack in school.

Name of child:

Date of birth:

PLEASE STATE WHICH INHALERS/MEDICINES ARE LIKELY TO BE NEEDED IN SCHOOL, AND THE LIKELY INDICATIONS FOR USE

(I.e. Relievers: before games/going out into cold air/during a bad cold, etc;.)

Inhaler:

Likely reasons for use:

Has your child got a self-management plan? YES/NO  
(Contact your Practice Nurse if you are not sure)

Please give details of TWO contact numbers to be used in an emergency

1. Name: Tel No:

2. Name: Tel No:

Name of GP Tel No:

GP Asthma Practice Nurse Tel No:

Signed (Parent/Guardian) Date

Appendix 3

PARENTAL CONSENT FORM

I, being the Parent/Carer of \_\_\_\_\_ understand that I am responsible for ensuring that my child is equipped with their asthma medication as required.

I understand my child will be given extra relief medication using the inhaler held by the school in the event of him or her suffering an asthma attack. I understand that the emergency reliever and spacer will be used in an emergency if larger doses of reliever medication are deemed necessary.

I understand that I shall be informed if my child's asthma appears to be deteriorating in school, so that I can inform my child's General Practitioner or Practice Nurse as necessary.

Signed  
(Parent/Guardian)

Date

Appendix 4

Form for schools to record details of medication given to pupils

Date:

Pupil's Name:

Time:

Name of Medication:

Dose Given:

Any Reactions:

Signature of Staff

Print Name

## APPENDIX 5

### **Asthma**

#### **Use of Inhalers during an Emergency**

##### **Introduction**

Asthma is one of the commonest conditions affecting children and young people. This can result in the pupils' inability to fully access learning.

Asthma affects 1.1 million children in the UK. One in 10 children has asthma. Asthma is the commonest reason why medication will have to be given to children whilst in school.

Its severity varies considerably from mild symptoms to a severe attack and the condition can be episodic.

It is important therefore that:

- All known asthmatics have immediate access to their inhalers
- All staff are familiar with the school asthma policy
- All staff in schools are aware of the emergency procedures in case of an asthmatic attack and can recognise a severe attack and take appropriate action

##### **Legal Perspective**

Every asthmatic pupil should carry their own reliever Inhaler both in schools, at PE and out on of school visits. For young children, usually those in infants, this is not practicable. There should therefore be a system that staff, parents and children know about which allows safe ready access (front of teacher`s cupboards) with the children`s names and devices marked and accessible at all times.

Preventer inhalers should NOT be brought to school as these are usually taken morning and evening and will not be effective during an attack.

All diagnosed asthmatics should have an emergency inhaler and spacer in school which is stored in such a way as to ensure easy access at all times. Regular checks should be made to ensure that this inhaler is within date.

## **GIVING AN INHALER IN CASE OF AN EMERGENCY**

- Self - administration of the inhaler is best practice
- Where a pupil is struggling to use their inhaler staff should assist
- In the extreme circumstance where a pupil does not have access to their own inhaler and there are signs of a severe attack another person's inhaler may be used to sustain life
- In the event of an uncertainty about a pupil's symptoms being due to asthma TREAT AS ASTHMA – this will not cause harm even though the final diagnosis may be different
- The Local Authority offer staff full indemnity against claims for negligence provided they are acting within the scope of their employment, have received adequate training and are following appropriate guidelines

**This policy/document was reviewed by:**

**Signed** ..... **Date** .....

**Position** .....

**Signed** ..... **Date** .....

**Position** .....

**The next revision date is:**