



St Hugh's School

Asthma Policy

Asthma Policy

Including the use of emergency salbutamol inhalers in school

St Hugh's School

- Recognises that asthma is a widespread, serious but controllable condition and the school welcomes all students with asthma.
- Ensures that students with asthma can and do participate fully in all aspects of school life, including art lessons, PE, science, technology, visits and other out of school activities.
- Recognises that students with a diagnosis of asthma need immediate access to their reliever inhaler at all times.
- Keeps a register of all students with asthma
- Has a supply of emergency salbutamol inhalers and spacers available for emergency use; these are stored in the therapy room. St Hugh's ensures that the emergency inhalers are only used by children with asthma who have written consent for their use (see draft letter in Annexe A), but will be used at the first aider's or Senior Leader's discretion if parental contact is not possible and the child's health deteriorates. In the event that an emergency inhaler is used, the spacer will then be sent home with the child to prevent the risk of cross infection. The inhaler will be reused. Parents will be contacted immediately and will be asked to provide medication for school the next day. All administrations will be recorded.

Asthma medications

- Immediate access to a reliever medication is vital in managing asthma within school. Students have access to their reliever inhaler and some students will carry their reliever inhaler around school with them (depending on their level of cognition and self-awareness).
- All inhalers must have a pharmacy label giving the child's name, name and dosage of medication to be given and should have an expiry date.
- School staff (TA2 and above) will administer asthma medication to all students or will support self-administration if the student is capable of doing this.

Record keeping

- At the beginning of each school year or when a child joins St Hugh's, parents will be asked about their child's medical conditions including asthma on their induction forms. At this point parents will also complete a consent form for medication to be administered in school and will be asked to complete a form giving consent for an emergency inhaler to be used in the event of their inhaler being faulty, empty, lost or out of date.
- This information is then added to the Asthma register in St Hugh's School and an Individual Healthcare plan will be devised by the school nursing team; copies of this are

kept in the class file and in the school office and the child's name will be included on the asthma register.

PE and Games

- St Hugh's understand and promote participation in exercise and physical activity as being beneficial in the management of asthma and in promoting a healthy lifestyle. Taking part in sport, games and physical activity is an essential part of school life for all students.
- All staff will know which students have asthma and will ensure medications are readily available at all times.
- Students with asthma are encouraged to participate fully in all physical activity; staff will remind those whose asthma is triggered by exercise to take their reliever inhaler prior to the lesson and will ensure they warm up and cool down thoroughly.
- Staff will monitor students closely as some students (due to the nature of their disabilities and the level of self-awareness) will be unaware of when they need their reliever inhaler and will need their medication to be administered for them.

Use of emergency salbutamol inhalers in school

- At St Hugh's school we will hold up to five emergency salbutamol inhalers and spacer devices. We will ensure these are only used by children for whom written parental consent for use of the emergency inhaler has been given and who have a diagnosis of asthma and are prescribed a salbutamol inhaler as a reliever medication.
- If a child has been prescribed an alternative reliever medication e.g. terbutaline, the emergency salbutamol will still be administered if none other is available as it will still help to relieve their asthma and could save their life.
- We have arrangements in school for the supply, storage, care and disposal of the inhalers and spacers in accordance with the school policy on supporting pupils with medical conditions in St Hugh's school.
- An asthma register will be kept up to date and will be stored with the emergency inhalers. All students who are on the register will have parental consent for use of the emergency inhalers. All staff will also have a list of the students with key medical conditions including asthma, for their own information. (See draft letter for parental consent in Appendix)
- Staff will keep a record of use of the emergency inhalers as required by *Supporting pupils at school with medical conditions policy* and will inform parents/carers if their child has used the emergency inhaler.
- The use of an emergency inhaler will also be specified in the student's Individual Healthcare plan.

Storage and care of the Inhalers

- The emergency inhalers, spacers and information file will be stored in the therapy room which is in a central position in the school and is readily available. They will be stored in an unlocked cupboard which is clearly signed to allow for ease of access.
- The emergency inhalers will be checked on a weekly basis to ensure they are in a working condition; are within their expiry date and that all packaging is intact. Records will be kept of these checks. The inhalers will be primed (e.g. spray 2 puffs) on a monthly basis if they haven't been used in that time period.
- To avoid possible risk of cross infection, the spacer will not be reused; it will be sent home with the child for future personal use.
- The inhaler itself can usually be reused, providing a spacer has been used to administer the dose. The canister should be removed and the plastic housing and cap of the inhaler should be washed in warm running water and left to dry in air before being returned to storage.

Staff response to asthma attacks

All staff will receive a basic level of training in asthma on an annual basis from the specialist respiratory nurse and will have read the Individual Healthcare Plans for the students in their care/supervision.

The training includes

- recognising the symptoms of an asthma attack, and ideally, how to distinguish them from other conditions with similar symptoms;
- an awareness of the asthma policy;
- an awareness of how to check if a child is on the asthma register;
- an awareness of how to access the inhaler;
- knowledge about who the key members of staff are and how to access their help;
- recognising when emergency action is necessary;
- administering salbutamol inhalers through a spacer;
- making appropriate records of asthma attacks and treatment given.

In the case of an emergency situation, a first aider and a member of the school nursing team will be summoned to provide additional support and advice. The Individual Healthcare Plan will be followed at all times.

HOW TO RECOGNISE AN ASTHMA ATTACK

The signs of an asthma attack are

- Persistent cough (when at rest)
- A wheezing sound coming from the chest (when at rest)
- Difficulty breathing (the child could be breathing fast and with effort, using all accessory muscles in the upper body)
- Nasal flaring
- Unable to talk or complete sentences. Some children will go very quiet.
- May try to tell you that their chest 'feels tight' (younger children may express this as tummy ache)

CALL AN AMBULANCE IMMEDIATELY AND COMMENCE THE ASTHMA ATTACK PROCEDURE WITHOUT DELAY IF THE CHILD

- Appears exhausted
- Has a blue/white tinge around the lips
- Is going blue
- Has collapsed

WHAT TO DO IN THE EVENT OF AN ASTHMA ATTACK

- Keep calm and reassure the child
- Encourage the child to sit up and slightly forward
- Use the child's own inhaler - if not available, use an emergency inhaler
- Remain with the child while the inhaler and spacer are brought to them
- Immediately help the child to take two separate puffs of salbutamol via the spacer
- If there is no immediate improvement, continue to give two puffs at a time every two minutes, up to a maximum of 10 puffs
- Stay calm and reassure the child. Stay with the child until they feel better. The child can resume school activities when they feel better.
- If the child does not feel better or you are worried at ANYTIME before you have reached 10 puffs, CALL 999 FOR AN AMBULANCE
- If an ambulance does not arrive in 10 minutes give another 10 puffs in the same way.

ST HUGH'S SCHOOL



Learn • Believe • Achieve • Together

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Head Teacher: Tracy Millard

Consent for the use of emergency salbutamol inhalers

We are currently implementing the following guidance which was issued by the Department of Health in March 2015, "Guidance on the use of emergency salbutamol inhalers in schools". We are purchasing some salbutamol inhalers to be kept in school for use in emergency situations e.g. when a student's inhaler isn't working properly or is out of date. Please read the following statements and sign below if you are in agreement with this process.

Student Name: Team:

1. I can confirm that my child has been diagnosed with asthma **and/or** has been prescribed an inhaler.
2. My child has a working, in-date inhaler which is clearly labelled with their name and which can be kept in school.
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):

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Head Teacher: Tracy Millard

Date:

Dear Parent/Carer,

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

This happened during

.....

- 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 administered an emergency asthma inhaler containing salbutamol. They were given puffs.
- Their own asthma inhaler was not working, so a member of staff administered an emergency asthma inhaler containing salbutamol. They were given puffs.

*delete as appropriate

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

Yours sincerely,