

Garretts Green Nursery School



Policy for the Management of Asthma and Inhaler Use

Safeguarding Statement

At Garretts Green Nursery School we respect and value all children and are committed to providing a caring, friendly and safe environment for all our pupils so they can learn, in a relaxed and secure atmosphere. We believe every pupil should be able to participate in all school activities in an enjoyable and safe environment and be protected from harm. This is the responsibility of every adult employed by, or invited to deliver services at Garretts Green Nursery School. We recognise our responsibility to safeguard all who access school and promote the welfare of all our pupils by protecting them from physical, sexual and emotional abuse, neglect and bullying.

Rationale

Garretts Green Nursery School welcomes all children with asthma and those using an inhaler and we recognise that asthma is a serious condition affecting many children.

The school relies upon effective communication with parents and carers to ensure that appropriate and accurate information is shared to ensure the children's safety.

This Policy is in place to support the staff in the safe management of the children's conditions and administration of associated medication and should be read in conjunction with our policy, Supporting Medical Needs (incorporating Administration of Medicines)

Aims

- To ensure that accurate and appropriate information is acquired from parents
- To ensure that information and medication are safely stored and accessible
- To ensure that children are given appropriate treatment in a safe and timely manner
- To ensure that parents are given accurate information following administration of medicines

Children with asthma or using an inhaler

All children using an inhaler will be required to have a reliever inhaler (usually blue) and a spacer device which is kept in school.

In the first instance, it is the responsibility of the child's teacher or Key Worker to ensure that the information regarding the child's condition is documented according to agreed guidelines.

In rare situations, parents may be reluctant or slow to share information and provide inhalers. In such cases, the information must be passed on to the Head Teacher who will record the concern and take required action to ensure that the information is available to staff.

- The inhaler must be brand new in a sealed box with the pharmacist's label attached
- The inhaler and spacer must be clearly labelled with the child's name, photograph and Family Group
- The inhaler and spacer will be stored in a zipped plastic wallet in a box in the child's base room which is colour coordinated to the child's Family Group (Red, Blue, Green, Yellow, Purple)
- Copies of the parents' permission slips will also be enclosed in the plastic wallet

When a child has required the use of an inhaler, the parent or carer must be informed at the end of the session. This should be recorded and parents must sign to acknowledge that they have been notified.

If the child requires repeated use of the inhaler within four hours a member of staff will administer the inhaler but will always inform parents immediately by telephone. Parents must be advised that their child should see their GP that day.

For children who leave the premises for any activity, such as a trip or visit, their inhaler must be taken with them. It is the responsibility of the parents and the school to ensure that procedures are in place to maintain safety.

It is the parents/carers responsibility to ensure that the inhaler is in date and that there is sufficient medicine in the inhaler. However, where staff notice that the 'use by' date is near parents must be reminded. Where a member of staff notices that medicine levels are low, again, parents should be notified.

All staff must be trained in the management of asthma and the administration of medicines in school. Training will be updated regularly, usually annually.

If staff are requested to administer asthma medication which is not in line with training and advice given during that training, it is important to ask parents to obtain clear written guidance from the child's GP or Consultant or asthma nurse.

Parents will be required to complete an Asthma Alert Card with support from the staff team.

The Asthma Alert Card will provide the following information:

- Emergency contact names and numbers
- Details of the child's asthma medication, when and how to use it
- What triggers are known to cause asthma (where known)
- Individual signs and symptoms
- What to do if the child's asthma gets worse
- Special requests from parents/carers

General information

When a child known to suffer from asthma or uses an inhaler displays the signs of the condition, staff should:

- Ensure that the child is calm and comfortable, preferably in a quiet space
- Administer the inhaler through the spacer immediately as directed on the medicine and according to training guidance

- Ensure that the child remains calm and returns to a calm activity indoors so that he or she can be monitored.
- If concerns continue, report the situation to the office staff who will contact parents or carers.

Medical Emergencies

In the case of an emergency, when a child's asthma is severe or fails to respond to the inhaler medication, staff must ensure the child's safety, calling for support from another member of staff. Emergency services should then be contacted immediately from the nearest telephone.

The information required for contacting emergency Services is displayed next to each telephone:

- in the main Reception
- in the Head Teacher's office
- in the AHT office
- in Resource Base

The child's personal information will be required, which is available on the Asthma Alert Card. The member of staff making the call to Emergency Services must ensure that a senior member of staff member contacts parents.

This policy is in line with Government guidance for Managing Medical Needs in Schools and Early Years Settings 2014 and is subject to change in line with the publication of any additional guidance.

Presented to Governing Body:

Review date:

Signature of Chair of Governing Body: