



**The Montessori School Kingsley Inc.**

**ASTHMA MANAGEMENT POLICY AND PROCEDURES**

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<b>Version</b>	<b>Date Published/Reviewed</b>	<b>Changes</b>	<b>Author</b>	<b>Date Ratified by School Council</b>
	2019			8/4/2019

### **Version Management**

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'Asthma is a reversible narrowing of the airways in the lungs. Asthma symptoms include wheezing, coughing (particularly at night), chest tightness, difficulty in breathing and shortness of breath. Asthma is a treatable health condition. Although at present there is no cure, with good management, people with asthma can lead normal, active lives.' *National Asthma Council*

The School may have students enrolled who have asthma. The School recognises that asthma is potentially life threatening. The key to management of asthma in School is knowledge of the child who has been diagnosed, management of symptoms and treatment as advised by parents.

The School aims to provide a safe and supportive environment in which children with asthma can participate equally in all aspects of school life.

**School responsibility:**

- To ensure that staff have knowledge about asthma and the School's guidelines and procedures in managing asthma
- To educate all staff about asthma and appropriate management of asthma
- To identify to all staff those students diagnosed with asthma
- To raise awareness about asthma and the asthma management policy within the School community
- To engage with the parents of each child with asthma to jointly assess risk and develop a management strategy for the student
- To work with the parents to establish an Asthma Action Plan for any student who has been diagnosed by a medical practitioner as having asthma.

**Parent responsibility:**

- To inform staff of the student's asthma (Annexure 1)
- To provide a completed Asthma student record form signed by the student's medical practitioner
- To inform staff of any changes in the student's medical condition and, if relevant, provide updated Asthma student record form
- To provide the necessary medication within the expiry date
- To check the medication regularly and replace as necessary
- To notify staff when the student's asthma is active

**Related Documents:**

- Child Safety Policy
- Excursions Policy
- Camp Policy
- Overseas Trip Policy
- Critical and Emergency Incident Policy
- Medication Policy and Procedures
- Administration of Medication Policy and Procedures

- Self-Administration of Medication Policy and Procedures
- Asthma Management Policy and Procedures
- Anaphylaxis Management Policy and Procedure

## **Procedure**

1. In consultation with the parents, establish an Asthma Action Plan for any student diagnosed by a medical practitioner as having asthma.
2. Review the individual Asthma Action Plan and medication annually, if the student's condition changes, and immediately after an episode of asthma at school.
3. Display the Asthma Action plan in the student's classroom and in the staff room.
4. Provide regular training on asthma management to all staff.
5. Provide parents with regular notices regarding asthma. Include the notice and Asthma Student Record form with the enrolment package as relevant.
6. Asthma medication and the student's Asthma Action Plan should be taken with the student on any off-campus activities (walks, excursions etc).

## A1 : ANNEXURE 1 : STUDENT ASTHMA RECORD

This record is to be completed by parents/carers in consultation with their child's doctor (general practitioner). Parents/carers should inform the school immediately if there are any changes to the management plan. Please tick (v) the appropriate box, and print your answers clearly in the blank spaces where indicated.

Source: The Asthma Foundation of NSW Updated August 2005

### Personal Details

Student's name: .....	Gender: M	F
(Surname)	(First Names)	
Date of birth ...../...../..... Form/Class ..... Teacher .....		
Emergency Contact (eg parent or carer):		
<b>a</b> Name..... Relationship .....		
Telephone ..... (Home) Telephone ..... (Work)		
<b>b</b> Name..... Relationship .....		
Telephone ..... (Home) Telephone ..... (Work)		
Doctor ..... Telephone .....		

### Usual Asthma Management Plan

**Child's Symptoms** (eg cough) .....

**Triggers** (eg exercise, pollens) .....

#### Medication Requirements:

Name of Medication	Method (eg puffer & spacer, turbuhaler)	When and how much?

In an **EMERGENCY**, follow the Plan below that has been ticked (v)

**Standard Asthma First Aid Plan** Please tick (v) the preferred box

<b>Step 1</b>	Sit the student upright, remain calm and provide reassurance. Do not leave student alone.
<b>Step 2</b>	Give 4 puffs of a blue reliever puffer (Airomir, Asmol, Epaq or Ventolin), one puff at a time, preferably through a spacer device*. Ask the student to take 4 breaths from the spacer after each puff.
<b>Step 3</b>	Wait 4 minutes.
<b>Step 4</b>	If there is little or no improvement, repeat steps 2 and 3. If there is still little or no improvement, call an ambulance immediately (Dial 000). Continue to repeat steps 2 and 3 while waiting for the ambulance.
* Use a blue reliever puffer (Airomir, Asmol, Epaq or Ventolin) on its own if no spacer is available.	

### OR

**My Child's Asthma First Aid Plan (attached)**

**Additional Comments:** .....

I authorise the School staff to follow the preferred Asthma First Aid Plan and assist my child with taking asthma medication should they require help. I will notify you in writing if there are any changes to these instructions. Please contact me if my child requires emergency treatment or if my child regularly has asthma symptoms at school.

**Signature of Parent/Carer:** ..... **Date:** ..... I verify that I have read the preferred Asthma First Aid Plan and agree with its implementation.