



ST. LUKE'S C OF E PRIMARY SCHOOL ASTHMA POLICY

Autumn 2026

This policy and procedure has been produced based on Department for Education statutory guidance in 'Supporting pupils at school with medical conditions' December 2015, advice from www.asthma.org.uk and Education for Health. It should be read in conjunction with the school's 'Supporting pupils at school with medical conditions' policy. St. Luke's is an inclusive school that aims to support and welcome pupils with asthma.

Aims and Principles

To ensure that:

- The whole school environment, which includes physical, social, sporting and education activities, is inclusive and favourable to children with asthma
- Children with asthma are included in all school activities
- The school asthma policy is understood and supported by the whole school and local health community
- All staff understand their duty of care to children in the event of an asthma related emergency and feel confident in knowing what to do
- Each member of the school knows their roles and responsibilities in maintaining and implementing an effective asthma policy
- Children with asthma are encouraged to take control of their condition and feel confident in the support that they receive from school to help them to do this

Delivery

In implementing this policy,

- On joining the school, all teachers will be provided with a copy of this policy and it will form part of the induction program.
- **All school staff will receive regular asthma awareness training.** The school uses Hays to provide Asthma Training for schools and carers. This is a certified course that offers practical support for anyone who cares for children with asthma. A copy of the certificate will be kept on file.
- The School's Asthma Lead, Mrs Brown, will ensure that best practice is shared and endeavour to keep up to date with latest research.
- Every asthmatic child has **at least one inhaler** in school at all times. This is stored in the school office in an individual Emergency Asthma Pack (named see through plastic wallet)
- It is also expected that most children will carry their inhaler on them at all times. In most cases therefore, when any asthmatic child is mature enough to self manage, carry and administer their own inhaler and consent is given, they will have **two inhalers** in school, one reliever inhaler for daily use, which will be carried on them at all times and one spare reliever inhaler which will be stored in their individual Emergency Asthma Pack in the school office. Where a child has 2 inhalers, one that they carry on them at all times, it is the parent's responsibility to purchase and name an inhaler bag or aquapac for the child to carry the asthma inhaler, which they will manage.

- Children, whose healthcare professionals and parents advise the school that their child is not yet able or old enough to self manage and carry their own emergency medicines on them, will access their inhaler from the Individual Emergency Asthma Pack.
- All individual Emergency Asthma Packs are fully named, see through and contain a child's Individual Health Care Plan.
- Every child with Asthma has their own individual Health Care Plan. This provides details about their individual asthma medical needs, their triggers, signs, symptoms and medication, contact details of their GP. It also contains information about parental consent for staff to administer personal asthma medication and the school's Emergency Salbutamol Inhaler.
- Whether a child carries their own inhaler or not, all Emergency Asthma Packs must be taken out in the event of a fire alarm, where possible. (DO NOT re-enter the building).
- All Emergency Asthma Packs must also be taken on all trips – including Church/Swimming/ local visits to the Forest. The needs of children and young people with asthma must be adequately considered to ensure they have full access to extended school activities such as school productions, after school clubs and residential visits. Risk assessments are carried out for any out of school visit and asthma is always considered during this process. Factors considered include how routine and emergency medicines will be stored and administered and where help could be obtained in an emergency.
- When swimming, Emergency Asthma Packs must be stored by the poolside.
- During P.E. lessons, emergency packs must be taken outside. If a child with asthma feels unwell, they will not be forced to take part in an activity.
- In school we keep an emergency salbutamol inhaler. This should only be used by children, for whom written parental consent for use of the emergency inhaler has been given as outlined in their Individual Health Care Plan, who have either been diagnosed with asthma and prescribed an inhaler, or who have been prescribed an inhaler as reliever medication. The inhaler can only be used if the pupil's inhaler is not available (for example, because it is empty or broken).
- At St. Luke's, the schools spare Emergency Salbutamol Inhaler is kept in a clear box in the the school office and clearly labelled. The box also contains 2 spacers. Alongside the Emergency Salbutamol Inhaler are the names of all children who have parental consent for this to be administered. After the emergency salbutamol inhaler is used, staff must always inform the School's Asthma Lead so that a record of usage of the Schools Emergency Salbutamol Inhaler can be made and parents informed. To avoid cross infection, the plastic spacer should not be reused. There is also a second spare emergency Salbutamol inhaler kept in the sports/trip bag in the staffroom.
- In an emergency, all staff are trained in what to do. The school's appointed first aiders should always be called but specifically, the steps below will be followed:
 1. Help a child to sit up straight and keep calm
 2. Help them to take one puff of their reliever inhaler (usually blue) every 30-60 seconds, up to a maximum of 10 puffs and the inhaler is shaken between each puff.
 3. Call 999 for an ambulance if
 - the symptoms get worse while they're using their inhaler- this could be a cough, breathlessness, wheeze, tight chest or sometimes a child will say they have a 'tummy ache'
 - they don't feel better after 10 puffs
 - you are worried at any time
 4. You can repeat step 2 if the ambulance is taking longer than 15 minutes.

- St. Luke's has a procedure in place for a copy of the pupil's Individual Health Care Plan to be sent to the emergency care setting with the pupil. On occasions when this is not possible, the form is sent or the information on it is communicated to the hospital as soon as possible.
- In an emergency, parents will always be contacted. However, if a pupil needs to be taken to hospital, a member of staff will always accompany them and will stay with them until a parent arrives. The school will endeavour to ensure that the staff member will be one the pupil knows.

The School's Asthma Lead

Mrs Brown is the School's Asthma Lead and is responsible for:

- Creating a whole school medical record that includes any children with asthma. Emergency asthma packs will include a copy of the child's individual health care plan confirming any consent for use of the emergency Salbutamol inhaler.
- Asking all parents to complete a Google Form to provide details of any asthma diagnosis.
- Creating an Individual Health Care Plan to clarify support needed, when its needed, who will provide it and information about what will happen in an emergency.
- Ensuring that Individual Health Care Plans are updated when parents notify of changes to their child following a medical emergency or if there have been changes to their symptoms (getting better or worse) or their medicines and treatments change.
- Ensuring Individual Asthma Emergency Packs are labelled with the pupil's full name, and include the asthma medication (which should be in its original container outlining the name of the medicine), expiry date and the prescriber's instructions for administration, including dose and frequency along with a copy of the child's Individual Asthma Health Care Plan.
- Reporting to parents if a pupil misuses their asthma medication or uses it more than as outlined in their Individual Health Care Plan
- Checking Inhalers are in date and usable in Individual Emergency Asthma packs termly
- Ordering replacement spacers after use in the school's Emergency Salbutamol Inhaler pack
- Returning empty/out of date Inhalers to parents for disposal

Staff Responsibilities

All staff are responsible for

- Understanding this policy
- Completing Hays Asthma Awareness Training
- Knowing which children have asthma - See Centralised Medical Register
- Being familiar with the Individual Health Care Plan details of children in their direct care
- Being aware of the potential triggers, signs and symptoms of asthma and know what to do in an emergency
- Ensuring that asthmatic children have easy access to their asthma medication and have the appropriate medicines with them during activity or exercise and are allowed to take it when needed
- Reminding children in their class who are asthmatic and have consent, to carry their asthma medication at all times
- Ensuring that whether children carry their own inhalers or not, taking with them Emergency Asthma Inhaler Packs on school trips and for P.E. lessons.
- Reporting to the school's Asthma Lead, if a pupil misuses their asthma medication or uses it more than as outlined in their Individual Asthma Health Care Plan.
- Informing the School's Asthma Lead if the school's emergency Salbutamol Inhaler has been used so that a new spacer can be ordered

- Under common law duty of care, to act like any reasonably prudent parent. In an emergency situation, this may include taking action such as administering medicines
- Using opportunities such as teacher-parent interviews to check that information held by the school on a pupil's asthma condition is accurate and up to date

Parent Responsibilities

All parents are responsible for

- Telling the school if their child has asthma and completing the Google Form for Medical Information collection
- Ensuring that their child has regular reviews with their doctor or specialist healthcare professional to help them manage their child's condition
- Completing the pupil's Individual Health Care Plan and returning the completed documentation to the school
- Notifying the school immediately, should asthma medication change or be discontinued or the dose or administration method change
- Ensuring that they update their child's Individual Health Care Plan if their child has a medical emergency or if there have been changes to their symptoms (getting better or worse) or their medicines and treatments change
- Providing consent on the Individual Health Care Plan for children to self manage and carry their own asthma medication and for staff to administer asthma medication
- Ensuring that asthma medication in school is in date, in its original container and clearly labelled.

Child Responsibilities

All asthmatic children

- are encouraged to carry and administer their own asthma medication, when their parents and health specialists determine they are able to start taking responsibility for their condition
- who do not carry their own asthma medication should know that their asthma inhaler is stored in the office and how to gain access

Monitoring and Evaluation

The Asthma Lead, is responsible for updating this policy in line with any new developments in the school and new government guidance. All staff are expected to follow the policy and the Leadership Team, following ongoing regular reviews of practice, will be responsible for ensuring the effectiveness of practice across the school.