



Francis Jordan Catholic School

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ASTHMA MANAGEMENT POLICY

Rationale

All students at the school who are known to have asthma are supported via Asthma Friendly policies and procedures and all students, staff and visitors can access Asthma First Aid in an emergency.

Principles

We are committed to being an Asthma Friendly school as outlined by Asthma Australia. This means:

- ❖ The majority of staff have current training in Asthma First Aid and routine management, conducted or approved by the local Asthma Foundation.
- ❖ Asthma Emergency Kits (AEKs) are accessible to staff and include in-date reliever medication, single person use spacers (with masks for under 5 year olds if required).
- ❖ Asthma First Aid posters are on display and information is available for staff and parents.
- ❖ Policies are Asthma Friendly.

Procedures

Students:

- ❖ Are supported to self-manage their asthma in line with their age and stage of development: we explain asthma and asthma care to the students and provide care with, not just to, them.

Parents/carers:

- ❖ Provide an Asthma Care Plan, signed by the treating doctor.

- ❖ Provide their child's medication, clearly dated and in the original labelled container. A spacer, and mask as required, should also be supplied.
- ❖ Alert staff to any changes in their child's asthma management.

Staff:

- ❖ Document any asthma attack and advise parents/carers as a matter of priority.
- ❖ Have a spacer – and mask – replacement policy: name and give a spacer/mask used from the AEK to the student who used them for their own use in the future – otherwise they need to be disposed of thought fully.
- ❖ Review documentation regularly to ensure compliance with procedures.
- ❖ Minimise exposure to know triggers.

Management

- ❖ Meet all legal, regulatory and policy requirements related to health care planning and asthma management within the service.
- ❖ Maintain a central record of students health care needs, including asthma, and review regularly.
- ❖ Induct new staff in asthma policies and procedures including asthma training and information for all staff.
- ❖ Review policies and practices.

Monitoring and Review

This policy will be reviewed annually and earlier should a need arise to do so.

Documentation and Medication

- ❖ Original Asthma Care Plan is kept in classroom Medical File.
- ❖ Copy of Asthma Care Plan is kept in Medical Alert folder in First Aid Room.
- ❖ Asthma Care Plan to be updated annually.
- ❖ Medication, spacer and mask as required are to be kept in child's school bag in classroom.

Duty

- ❖ In the event of a child requiring asthma medication to be administered during recess or lunch play, the duty teacher is to send the RED emergency card with 2 children to the office.
- ❖ 2 staff members will bring a first aid kit containing reliever medication, mask and disposable spacers and hands-free telephone.
- ❖ Teacher on duty must advise the child's class teacher of the incident immediately recess/lunch has finished.
- ❖ If an ambulance is called from the hands-free phone the office must be advised.

Excursions, Camps and Off-Site Sporting Events

- ❖ Teacher is to take classroom Medical file.
- ❖ Teacher is to ensure child's medication, spacer and mask as required are taken.
- ❖ First Aid kit containing spare reliever medication, disposable spacers and mask to be taken.
- ❖ Minimum of 1 staff member trained in Asthma First Aid and routine management to attend excursions and off-site sporting events. A minimum of 2 staff members trained in Asthma First Aid and routine management to attend camps.

Relief Teachers

- ❖ Partner teacher will alert the relief staff member to the classroom Medical File, which contains Asthma Care Plans for that class.

Specialist Teachers

- ❖ Are aware of the location of classroom Medical Files containing Asthma Care Plans.
- ❖ It is the responsibility of the Specialist teacher to familiarise themselves with students that have Asthma Care Plans.
- ❖ In the event of a child requiring asthma medication to be administered during a specialist class the specialist teacher is to telephone the office or send the RED emergency card with 2 children to the office.

- ❖ A staff member will bring a first aid kit containing reliever medication, mask and disposable spacers.
- ❖ Specialist teacher must record the incident.
- ❖ Specialist teacher must advise the child's class teacher of the incident immediately the specialist class has finished.

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