

## **ASTHMA POLICY**

### **Statement of Intent**

Our pre-school welcomes all children with asthma. We recognise that asthma is an important condition affecting many children. We encourage and help children with asthma to participate fully in all activities at our pre-school and work to ensure that our environment is suitable for children with asthma.

### **Aim**

The practice outlined below aims to provide guidance for staff on what to do if a child has an asthma attack and what to do in an emergency. It aims to ensure that other children in our setting know that asthma can be serious.

We work with parents of children with asthma to ensure that their children are in a safe and caring environment and promote action by parents and carers to actively support the policy.

### **Methods**

Responsibilities of parents/ carers

In order to fulfil these aims, parents and carers are required to provide written information detailing:

- what asthma medicine the child takes and when;
- what triggers an asthma attack and what to do in these situations;
- consent in writing for staff to administer medicine (either preventative or/ and in case of an emergency)
- emergency contact details including any details of medical authorities involved.

Any medication provided by parents/ carers must be clearly labelled (with the child's full name), storage instructions must be provided and medication must not have passed its expiry date. It is the parent/ carer's responsibility to ensure their child's medication is within the date and to replace it as necessary.

### *Responsibilities of the pre-school*

Parents and carers of children with asthma must be informed about the Asthma Policy and be clear about their responsibilities. Written records have to be kept for children with asthma, detailing information from the parent/ carer on (Medication Book):

- What medicine is to be taken;
- When it is to be taken;
- How it is to be taken;
- How to tell when & what to do if the child is getting worse.

A record has to be kept each time the child takes their medicines and the person collecting the child has to be informed accordingly.

Staff must

- be given regular training and new staff trained as early as possible;
- have the knowledge, ability and confidence to care for children with asthma;
- liaise with parents/ carers of children about planning for and controlling their children's asthma;
- know where the child's asthma records and medicine is kept;
- know how to administer the child's medicine;
- know how to recognise if the child's symptoms are getting worse and what to do if that child has an asthma attack or in the event of an emergency;
- involve children who have asthma in sport and other activities;
- teach all children more about asthma and what to do in an emergency;

It is important that all relevant people, including the child, know where to find their reliever inhaler to enable immediate access to it. A spare inhaler should be kept at the pre-school in case of an emergency. Spare reliever inhalers must be clearly marked with the child's full name in an agreed and readily accessible place.

Parents/ carers and staff should ensure awareness of trigger factors, for example keeping furry or feathery pets, and keep the pre-school environment as safe as possible for children with asthma.

**Issued October 2016**