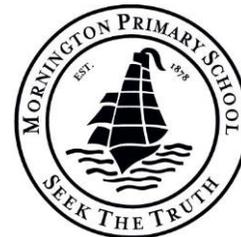




MORNINGTON PRIMARY SCHOOL



MPS Asthma Policy

Purpose:

Asthma is a chronic health condition which affects approximately 10% of Australian children and teenagers. Asthma is one of the most common reasons for child admissions to hospital and missed days of school. It is important therefore for all staff members to be aware of asthma, its symptoms and triggers and the management of asthma in a school environment. This policy has been formulated to ensure that the whole school community is aware of their obligations and best practice of asthma management in a school setting

In order to meet the duty of care obligations specified by the School Policy and Advisory Guide (<http://www.education.vic.gov.au/school/principals/spag/Pages/spag.aspx>) and to ensure the health and wellbeing of all students attending, Mornington Primary School recognises the importance of staff education and the implementation of an asthma policy. The school recognises the importance of involvement and engagement with parents and carers of students and the ability of students to self-manage their asthma where appropriate.

Guidelines for Implementation:

Responsibilities

The Principal/Senior Management/First Aid Co-ordinator will:

- Provide staff with a copy of the school's asthma management policy and ensure staff are aware of asthma management strategies upon employment at the school
- Provide asthma education and first aid training for staff as required. Training should be conducted at least every three years. This can be face-to-face or online. More formal, accredited training should be completed by staff in a direct role of health and wellbeing support.
- Provide parents and carers with a copy of the school's asthma policy upon enrolment of their child
- Identify students with asthma during the enrolment process and provide parents and carers with a blank asthma plan to be completed and signed by the child's medical practitioner and returned to the school
- Ensure Health Support Plans are completed for students with asthma
- Where possible, ensure that all students with asthma have a current written asthma plan (must be updated at least annually)
- Ensure a School Camp and Excursion Medical Update Form is completed by parents/carers for off-site activities where possible,
- Ensure the parents and carers of all students with asthma provide reliever medication and a spacer (and a face mask if required) at all times their child attends the school
- Implement an asthma first aid procedure consistent with current national recommendations and ensure all staff are aware of the asthma first aid procedure

- Ensure adequate provision and maintenance of asthma emergency kits for the school and that each asthma emergency kit contains reliever medication, two spacer devices, instructions outlining the first aid procedure and a record form
- Ensure that reliever medications within the asthma emergency kits are replaced regularly and have not expired, and that spacers are replaced after each use
- Facilitate communication between management, staff, parents and carers and students regarding the school's asthma management policy and strategies
- Promptly communicate to parents and carers any concerns regarding asthma and students attending the school
- Identify and minimise, where possible, triggers of asthma symptoms for students
- Ensure that students with asthma are not discriminated against in any way
- Ensure that students with asthma can participate in all activities safely and to their fullest abilities
- Ensure that the first aid coordinator is responsible for checking reliever puffer expiry dates.

Staff will:

- Be aware of the school's asthma management policy
- Be aware of the asthma first aid procedure
- Be aware of students with asthma and where their medication and personal spacers are stored
- Participate in Health Support Plan completion as required
- Attend asthma education and training sessions when required. Training should be conducted at least every three years. This can be face-to-face or online.
- Be aware of where to access written asthma plans, School Camp and Excursion Medical Update Forms, and asthma emergency kits
- Identify and minimise, where possible, triggers of asthma symptoms for students
- Ensure that students with asthma are not discriminated against in any way
- Ensure that students with asthma can participate in activities safely and to their fullest abilities
- Promptly communicate to the principal, parents and carers any concerns regarding asthma and students enrolled in the school
- Ensure that care is provided immediately for any student who develops signs of an asthma attack.
- Ensure that children suffering asthma attacks be treated in accordance with their asthma plan.
- Ensure that if no plan is available children are to be sat down, reassured, administered 4 puffs of a shaken reliever puffer (blue canister) delivered via a spacer – inhaling 4 deep breaths per puff, wait 4 minutes, if necessary administer 4 more puffs and repeat the cycle. An ambulance must be called if there is no improvement after the second 4-minute wait period, or if it is the child's first known

attack. Parents must be contacted whenever their child suffers an asthma attack – for regular or minor attacks this can be done through a first aid notification slip.

- Staff should be conscious of the fact that some times of the year are of higher risk to some asthma sufferers than others and increased awareness will be required at these times (eg high pollen count days, time shortly after grass has been cut, sporting activities)

Parents and Carers will:

- Inform the school if their child has asthma upon enrolment
- Read the school's asthma management policy
- Participate and sign student Health Support Plans as required
- Provide a signed written asthma plan to the school, and ensure that it is updated at least yearly
- Provide a School Camp or Excursion Medical Update form as required
- Provide the school with their child's reliever medication along with a spacer (required for 'puffer' medication) for all times the child is attending the school, unless the child is carrying the medication and spacer for self-management purposes
- Ensure that if their child is self-managing their asthma correctly the child carries their reliever medication and spacer at all times
- Promptly communicate all medical and health information relevant to their child, to the principal and staff of the school
- Communicate any changes to their child's asthma or any concerns about the health of their child
- Parents should be aware of days where their child's asthma risk is likely to be higher than on other days and ensure that any preventative medication is taken as required. This might include days of high pollen counts (This information can be found at <http://www.melbournepollen.com.au/index.php/forecast>) or school sporting activities.

Students will:

- Immediately inform staff if they experience asthma symptoms
- Inform staff if they have self-administered any asthma medication
- Carry asthma medication and a spacer with them at all times (if self-managing their asthma)

Asthma First Aid

Follow the written first aid instructions on the student's Asthma Action/Care Plan.

If no specific and signed instructions are available, the instructions are unclear, or the person does not have an Asthma Action/Care Plan, begin the first aid procedure immediately (as authorised by the Department of Education and Early Childhood Development).

Call emergency assistance to attend (000) IF:

- **the person's asthma symptoms are severe**
- **the person suddenly stops breathing**
- **the person's asthma symptoms continue to worsen**
- **there is no Asthma Action/Care Plan for the person**
- **blue/grey reliever medication is not available**
- **you are unsure what is causing the breathing difficulty**

Note

Asthma Emergency Kits

Asthma Emergency Kits should contain:

- Reliever medication
- X2 small volume spacer device
- Record form and Asthma First Aid instruction card

Please note that spacers and face masks are single-person use only. It is essential to have at least two spacers (and two face masks if necessary) contained in each first aid kit and that spacers and face masks are replaced each time they are used.

Evaluation

This policy will be reviewed triennially.

Date Reviewed: June 2017

School Council Ratification: June 2017

Next Review: June 2020

Responsibility for Draft: Policy and
Education School Council Sub
Committee