



Trinity St. Peter's

Church of England Primary School

where children shine

## **Asthma Policy**

## **Background**

This policy has been written with advice from the Department for Education & Skills, Asthma & Lung UK, the local education authority, local healthcare professionals, the school health service, parents/carers, the governing body and pupils.

This school recognises that asthma is a widespread, serious but controllable condition affecting many pupils at the school. The school positively welcomes all pupils with asthma. This school encourages pupils with asthma to achieve their potential in all aspects of school life by having a clear policy that is understood by school staff, their employers (the local education authority) and pupils. Supply teachers and new staff are also made aware of the policy.

## **Asthma medicines**

- Immediate access to reliever medicines is essential. Pupils with asthma are encouraged to carry their reliever inhaler as soon as the parent/carer, doctor or asthma nurse and class teacher agree they are mature enough. The reliever inhalers of younger children are kept in the classroom.
- Parents/carers are asked to ensure that the school is provided with a labelled spare reliever inhaler. The class teacher will hold this separately in case the pupil's own inhaler runs out, or is lost or forgotten. All inhalers must be labelled with the child's name by the parent/carer.
- School staff are not required to administer asthma medicines to pupils (except in an emergency), however many of the staff at this school are happy to do this. School staff who agree to administer medicines are insured by the local education authority when acting in agreement with this policy. All school staff will let pupils take their own medicines when they need to.

## **Record keeping**

- Each school year or when a child joins the school, parents/carers are asked if their child has any medical conditions including asthma on their enrolment form.
- All parents/carers of children with asthma are consequently sent a school asthma card to be completed and returned to school. From this information the school keeps its asthma register, which is available to all school staff. Parents/carers are also asked to keep the school informed of any changes throughout the year.

## **Exercise and activity – PE and games**

- Taking part in sports, games and activities is an essential part of school life for all pupils. All teachers know which children in their class have asthma and all PE teachers at the school are aware of which pupils have asthma from the school's asthma register.
- Pupils with asthma are encouraged to participate fully in all PE lessons. PE teachers will remind pupils whose asthma is triggered by exercise to take their reliever inhaler before the lesson, and to thoroughly warm up and down before and after the lesson. It is agreed with PE staff that each pupil's inhaler will be labelled and kept in a box at the site of the lesson. If a pupil needs to use their inhaler during a lesson they will be encouraged to do so.
- Classroom teachers follow the same principles as described above for games and activities involving physical activity.

**When a pupil is falling behind in lessons**

- If a pupil is missing a lot of time at school or is always tired because their asthma is disturbing their sleep at night, the class teacher will initially talk to the parents/carers to work out how to prevent their child from falling behind. If appropriate, the teacher will then talk to the school nurse and special education needs coordinator about the pupil's needs.
- The school recognises that it is possible for pupils with asthma to have special education needs due to their asthma.

**Asthma attacks**

- All staff who come into contact with pupils with asthma know what to do in the event of an asthma attack.
- In the event of an asthma attack the school follows the procedure outlined on the School Asthma card.

Reviewed during academic year 2024/25

To be reviewed during academic year 2025/26

## Appendix

Dear Parent/Carer,

### **Re: Asthma Information**

Thank you for informing us of your child's asthma on his/her school forms. As part of accepted good practice and with advice from the Department for Education & Skills, Asthma and Lung UK and the school's governing bodies, our school has established a School Asthma Policy for use by all staff.

As part of this policy, we are asking all parents and carers of children with asthma to help us by completing the attached School Asthma Card to administer medication for their child/children. Please complete and return this to school as soon as possible.

The completed form will store helpful details about your child's current medicines, triggers, individual symptoms and emergency contact numbers. This is helpful in enabling school staff to better understand your child's individual condition. If necessary, the card will be shared with Clubhouse.

Please make sure the school is updated and informed of any changes in your child's condition or changes to your child's medication, including how much they take and when.

Thank you for your help.

Yours sincerely

Headteacher



# School Asthma Card

## To be filled in by the parent/carer

Child's name

Date of birth  DD  MM  YY

Address

Parent / carer's name

Telephone - home

Telephone - mobile

Email

Doctor/nurse's name

Doctor/nurse's telephone

This card is for your child's school. **Review the card at least once a year and remember to update or exchange it for a new one if your child's treatment changes during the year.** Medicines and spacers should be clearly labelled with your child's name and kept in agreement with the school's policy.

## Reliever treatment when needed

For shortness of breath, sudden tightness in the chest, wheeze or cough, help or allow my child to take the medicines below. After treatment and as soon as they feel better they can return to normal activity.

| Medicine             | Parent/carer's signature |
|----------------------|--------------------------|
| <input type="text"/> | <input type="text"/>     |

If the school holds a central reliever inhaler and spacer for use in emergencies, I give permission for my child to use this.

Parent/carer's signature  Date  DD  MM  YY

## Expiry dates of medicines

| Medicine             | Expiry               | Date checked         | Parent/carer's signature |
|----------------------|----------------------|----------------------|--------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/>     |

Parent/carer's signature  Date  DD  MM  YY

## ASTHMA QUESTIONS?

Ask our respiratory nurse specialists  
Call **0300 222 5800**  
WhatsApp **07378 606 728**  
(Monday-Friday, 9am-5pm)  
AsthmaAndLung.org.uk

What signs can indicate that your child is having an asthma attack?

Does your child tell you when they need medicine?

Yes ☐ No ☐

Does your child need help taking their asthma medicines?

Yes ☐ No ☐

What are your child's triggers (things that make their asthma worse)?

Pollen ☐ Stress ☐

Exercise ☐ Weather ☐

Cold/flu ☐ Air pollution ☐

If other please list

Does your child need to take any other asthma medicines while in the school's care?

Yes ☐ No ☐

If yes please describe

| Medicine             | How much and when taken |
|----------------------|-------------------------|
| <input type="text"/> | <input type="text"/>    |

## Dates card checked

| Date                 | Name                 | Job title            | Signature / Stamp    |
|----------------------|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

To be completed by the GP practice

## Actions to take if a child is having an asthma attack

1. Help them to sit up – don't let them lie down. Try to keep them calm.
2. Help them take one puff of their reliever inhaler (with their spacer, if they have it) every 30 to 60 seconds, up to a total of 10 puffs.
3. If they don't have their reliever inhaler, or it's not helping, or if you are worried at any time, **call 999 for an ambulance.**
4. If the ambulance has not arrived after 10 minutes and their symptoms are not improving, repeat step 2.
5. If their symptoms are no better after repeating step 2, and the ambulance has still not arrived, **contact 999 again immediately.**

