Asthma Management - First Aid Policy
Harvington C of E First and Nursery School

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Governors Responsibility: Safeguarding

1. Introduction

At Harvington C of E First and Nursery School, we are committed to supporting the health and wellbeing of all pupils. We recognise that asthma is a common but serious condition, and we aim to provide a safe and inclusive environment for all children with asthma. This policy outlines our procedures for managing asthma effectively and safely across the school.

2. Aims

- To ensure that all children with asthma are able to participate fully in all aspects of school life.
- To provide immediate and effective access to inhalers when needed.
- To have a robust and consistent system of care and communication across the school.
- To promote asthma awareness throughout the school community.
- To ensure all staff are trained and confident in responding to asthma-related emergencies.

3. Asthma Register

- An up-to-date asthma register is maintained by the medical lead, this is updated on Medical Tracker. It includes all children with a formal asthma diagnosis and is updated regularly as new information is received from parents/carers or health professionals.
- The asthma register is shared with all staff.

4. Asthma Lead

- The school has a designated Asthma Lead responsible for:
    - Overseeing the asthma register and care plans
    - Ensuring emergency inhalers are checked each term
    - Liaising with parents and health professionals when needed
    - Supporting staff training and awareness
    - Promoting whole-school asthma awareness initiatives

5. Asthma Care Plans

- Every child with asthma must have a current Asthma Action Plan or Care Plan, completed and signed by parents/carers (and healthcare professionals where relevant).
- These are reviewed annually or sooner if there are any changes to medication or symptoms.
- Copies are held on our central server, on Medical Tracker, the child's classroom grab bag, and shared with key staff.

6. Medication and Storage

- All children with asthma must have a named, in-date inhaler and if prescribed a spacer kept in their classroom's grab bag. All inhalers need to be prescribed by a medical professional.
- Grab bags are clearly labelled, easily accessible, and accompany the child:

    - On all school trips
    - During Forest School
    - During fire drills or school evacuations
- Inhalers are never locked away or kept in a place where they are not readily accessible.
- Children are encouraged and supported to administer their own medication where appropriate.

7. Emergency Inhalers

- Emergency salbutamol inhalers and spacers are kept in:
    - Every classroom
    - The school office
    - The staff room
- Children with asthma are permitted to use the emergency inhaler if their personal inhaler is unavailable, damaged, or empty.
- The lead First Aider checks and maintains emergency inhalers each term.

8. Immediate Access to Inhalers

- All children must have immediate access to their inhalers at all times.
- Inhalers are never locked away or kept in offices separate from the child.
- All staff are aware of where inhalers are stored and know how to access them quickly.

9. Staff Training

- All first aiders received asthma training, including recognising symptoms, using inhalers/spacers, and responding to asthma attacks.
- Training includes the use of emergency inhalers and practical demonstrations.
- All new and supply staff are briefed on asthma procedures and any children with asthma in their class.
- First Aid-trained staff are on site at all times and are confident in dealing with asthma emergencies.

10. Responding to an Asthma Attack

1. Help the child take their reliever inhaler (usually blue) immediately.
2. Reassure the child and encourage slow, steady breathing.
3. If symptoms do not improve after 5–10 minutes, or the child becomes worse (e.g. struggling to speak, looking pale or blue), call 999 immediately.
4. Continue giving reliever inhaler every 5–10 minutes if needed, as per care plan.
5. Contact the child's parent/carer.
6. Record the incident on medical tracker and sent notification to the parent.

11. Record Keeping

- All use of inhalers are logged on medical tracker.
- Parents are informed on the same day if an emergency inhaler has been used.
- All asthma-related incidents are reviewed by the asthma lead to ensure best practice and follow-up.

12. School Trips and Off-Site Activities

- Class grab bags containing pupils' inhalers and care plans must accompany children on all trips and off-site activities, including Forest School.
- First aiders are trained and aware of how to administer inhalers during off-site events.

13. Promotion of Asthma Awareness

- Asthma awareness is promoted throughout the school via:

    - Assemblies and health education
    - Staff meetings and CPD
    - Displays and reminders in classrooms
- Pupils are encouraged to speak openly about asthma and understand the importance of carrying and using their inhalers.

Further information can be found at: How and when to use salbutamol inhalers - NHS