



Shoreham Academy
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SHOREHAM ACADEMY

Asthma Policy

Reviewed June 2025

Next Review June 2027

1. Introduction

The Academy

- Recognises that asthma is a widespread, serious but controllable condition and the academy welcomes all students with asthma
- Ensures that students with asthma can and do participate fully in all aspects of academy life, including art, PE, science, educational visits and out of hours activities
- Recognises that students with asthma need immediate access to reliever inhalers at all times
- Keeps a record of all students with asthma and the medicines they take as provided by the parent/carers
- Endeavours to ensure that the whole academy environment, including the physical, social, sporting and educational environment, is favourable to students with asthma
- Ensures that all staff (including supply teachers and support staff) who have students with asthma in their care, know who those students are and know the academy's procedure to follow in the event of an asthma attack

Asthma medicines

Immediate access to reliever medicines is essential. Students with asthma are expected to carry their own inhalers with them at all times.

It is strongly advised that the academy is provided with a labelled, in date spare reliever inhaler. These are held in case the student's own inhaler runs out or is lost or forgotten and are kept in the first aid room. All inhalers must be labelled with the child's name.

If a student who has been prescribed an inhaler but does not have an in-date inhaler on them in school, the academy will take the following action:

- Phone the parent/carers and request that the inhaler is brought into the academy without delay. The phone call will be logged on records on Arbor. Further conversations may be appropriate, at the discretion of the academy.
- If the parent/carers fails to supply their child with an inhaler as requested, write to the parent using the example letter. This repeats the request for the inhaler and states that without the inhaler, in the event of an asthma attack, staff will be unable to follow the usual Asthma Emergency inhaler procedures unless the parent has signed the consent form for use of the academy's generic salbutamol inhaler and will be reliant on calling 999 and awaiting the Emergency Services. The letter will be filed on Arbor.

The academy holds a generic salbutamol inhaler for emergency use if a child's inhaler is unusable or unavailable. Parents/carers must sign the consent form for this inhaler to be used.

Academy staff who agree to administer medicines are insured by the academy insurance when acting in agreement with this policy. All academy staff will facilitate students to take their medicines when they need to.

Record keeping

When a child joins the academy, parents/carers are asked to declare any medical conditions (including asthma) that require care within school, for the academy's records. At the beginning of each school year, parents are requested to update details about medical conditions (including asthma) and emergency contact numbers.

All parents/carers of children with asthma are advised to read the asthma policy and to contact the student services Manager if they have any concerns or have been advised by their doctor to follow alternative procedure in the event

of an asthma attack. All teachers are given access to information on children in their classes who have asthma. Parents are required to update the academy about any change in their child's medication or treatment.

Exercise and activity - PE and games

All children are encouraged to participate fully in all aspects of academy life including PE. Students are encouraged/reminded to use their inhalers before exercise, as appropriate and during exercise if needed. Staff are aware of the importance of thorough warm up and down. Each student is required to take their inhaler out to PE lessons with them and can ask the PE teacher to keep it safe during the lesson for them. The student is responsible for collecting the inhaler from the teacher at the end of the lesson.

School Environment

The academy endeavours to ensure that the academy environment is favourable to students with asthma. The academy will take into consideration any particular triggers to an asthma attack that an individual may have and will seek to minimise the possibility of exposure to these triggers. Aerosol deodorants are not permitted to be used at the academy.

Asthma Attacks – Academy Procedure

In the event of an asthma attack, staff will follow the academy procedure:

- Encourage the student to use their inhaler
- Summon a first aider from the First Aid Room who will assess the situation and assist the student to administer medication as appropriate.
- If the student's condition does not improve or worsens, the First Aider will follow the 'Emergency Asthma Treatment' procedures set out below as advised by Asthma UK:
 1. Encourage student to sit up straight
 2. Take one puff of reliever inhaler (usually blue) every 30 – 60 seconds up to 10 puffs
 3. If the student feels worse at any point or does not feel better after 10 puffs call 999 for an ambulance
 4. If the ambulance has not arrived after 10 mins and the symptoms are not improving repeat step 2
 5. If the symptoms are no better after repeating step 2, and the ambulance has still not arrived, contact 999 again immediately.
- If there is any doubt about a student's condition an ambulance will be called
- First Aiders on site will use an oximeter on the students finger to measure the O2 levels during an asthma attack. The oximeter is for use on academy site only and not on school trips.

Access and Review of Policy

The Asthma Policy will be accessible to all staff and the community through the academy's website. Hard copies can be obtained from the academy office. This policy will be reviewed on a two-yearly cycle.

NB: The law changed in October 2014 allowing schools to carry emergency salbutamol inhaler for use if consent has been given in writing by parent/carer.

Appendices

Appendix 1 – Asthma Information & Consent for use of generic inhaler form (Will be sent electronically) Appendix

2 – Letter requesting inhaler

Asthma Information Form

Please complete the questions below so that the academy has the necessary information about your child's asthma.
Please return this form without delay.

Student's Name:

Mentor Group:

1. What triggers your child's asthma?
2. In the event of an asthma attack I consent to staff giving the following treatment.
 - Encourage student to sit up straight
 - Take one puff of reliever inhaler (usually blue) every 30 – 60 seconds up to 10 puffs
 - If the student feels worse at any point or does not feel better after 10 puffs call 999 for an ambulance
 - If the ambulance has not arrived after 10 mins and the symptoms are not improving repeat step 2
 - If the symptoms are no better after repeating step 2, and the ambulance has still not arrived, contact 999 again immediately.
3. I understand that my child needs to carry his/her own inhaler whilst at school and on educational visits and work experience placements.
4. It is advised that all students who need an inhaler should also have a spare inhaler held in the medical room at the academy. Spare inhalers are advised in the event that the first inhaler runs out, gets lost or is forgotten. Inhalers must all be clearly labelled with your child's name and must be replaced before they reach their expiry date.

Consent for use of Emergency Salbutamol Inhaler for a Child Showing Symptoms of Asthma / Having an Asthma Attack

I can confirm that my child has been diagnosed with asthma and has been prescribed an inhaler.

In the event of my child displaying symptoms of asthma, and if their inhaler is not available or is unusable, I consent for my child to receive Salbutamol from an emergency inhaler held by the academy.

Parent/Carer Signature:

Date:

Please remember to inform the academy if there are any changes in your child's treatment or condition.

Many thanks

Date

Addressee

Address Block

Re: Student Name – DOB – Mentor Group

Dear (Parental Salutation)

Following today's telephone call regarding (student name)'s inhaler, I am very concerned that an inhaler has not been provided for your child to carry in school. Please ensure that an inhaler is provided without delay.

If (student name) no longer requires an inhaler, please contact Student Services in writing to update the information we hold.

Please be aware that in the absence of an inhaler, should (student name) suffer an attack, staff will not be able to follow the usual emergency procedures. They will be reliant on calling 999 and awaiting emergency services.

Yours sincerely