NORTHWOOD

Asthma Policy

Policy created, reviewed, and ratified by the GB:	**5th October 2026**
Date of next review:	**September 2028**

Northwood School recognises that asthma is a widespread, serious but controllable condition affecting many students at the school. The school positively welcomes all students with asthma. This school encourages students with asthma to achieve their potential in all aspects of school life by having a clear policy that is understood by school staff and students. The school will not discriminate against students with asthma and will make reasonable adjustments in accordance with the Equality Act 2010.

Asthma Medicines

- Immediate access to reliever medicines is essential. Students with asthma are allowed to carry their reliever inhaler at all times.
- The school has an emergency salbutamol inhaler and spacer kits, which can be used in the event of a student forgetting their medication, it being mislaid or unavailable. Written parental consent will be obtained for the use of the emergency inhaler and recorded on the school asthma register.
- In a medical emergency, where there is a risk to life, staff will act in the best interests of the student and may administer the emergency inhaler without prior consent. Parents/carers will be informed as soon as possible.
- The emergency inhalers kits are stored in set places in school accessible to staff, and maintained by the Welfare Officer. Use of emergency inhalers is recorded on the First Aid record book. Equipment must be fully washed after use as recommended in statutory guidance.

Record Keeping

- At the beginning of 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.
- The parent/carer will supply details of their child's medical condition and any medication required at school. The parent/carer should seek guidance from their GP if necessary. Parents/carers are also asked to update school if their child's medicines, or how much they take, changes during the year.
- This information is entered into the school MIS, which is available to all school staff.
- All students are encouraged to share their Asthma Action Plan with the school which details their treatment (Issued by their GP).

Exercise & Activity - PE and Games

- Taking part in sports, games and activities is an essential part of school life for all students. All teachers know which children in their class have asthma and all PE teachers at the school are aware of which students have asthma from the school's MIS.
- Students with asthma are encouraged to participate fully in all PE lessons. PE teachers will allow students 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. If a student 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.

Out of Hours Sport

- The health benefits of exercise are well documented for all children and young people, including those with asthma. It is therefore important that the school involve students with asthma as much as possible in after school clubs.
- PE teachers, classroom teachers and out-of-hours school sport coaches are aware of the potential triggers for students with asthma when exercising, tips to minimise these triggers and what to do in the event of an asthma attack.

School Environment

- The school does all that it can to ensure the school environment is favourable to students with asthma. The school does not keep furry or feathery animals and smoking is not permitted anywhere on site. Risk Assessments are in place for school activities and reasonable control measures are taken.
- Students will be attended to by a First Aider if class activities trigger their asthma.
- Making the School Asthma Friendly
- Asthma can be included in the National Curriculum in science, design & technology, geography, history and PE.

When a student is falling behind in lessons

- If a student 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 SENCO about special education needs due to their asthma.

Asthma Awareness

- Information is displayed in the Staff Room/ school to ensure that all staff know what to do in the event of an asthma attack.

Roles and Responsibilities

Employers

Employers have a responsibility to:

- Ensure the Health and Safety of their employees and anyone else on the premises or taking part in school activities (on or off site).
- Employers therefore have a responsibility to ensure that an appropriate asthma policy is in place and effectively monitored and updated.

- Provide indemnity for teachers who volunteer to administer medicine to students with asthma who need help.

The named governor with responsibility is the Health & Safety Link Governor.

Headteacher

The Headteacher will:

- Ensure the asthma policy is in line with national guidance and is adhered to.
- Liaise between interested parties - school staff, first aiders, parents/carers, governors, the health service and students as necessary.
- Ensure the associated training and development needs of staff are met.
- Delegate a staff member to check the expiry date of spare reliever inhalers in the emergency kits and maintain the school medical information. At Northwood School this will be the Welfare Officer

Deputy Head (DSL)

The Deputy Head (DSL) will:

- Manage the asthma policy in line with other H&S policies
- Maintain the supply of emergency inhalers and check them half-termly
- Check individually owned spare inhalers are labelled and stored appropriately, and check expiry dates half termly.
- Ensure First Aiders receive appropriate training to include asthma awareness
- Liaise with parents about their child's medical condition if appropriate
- Maintain and display the asthma register on the 'Care & Attention List' along with advice on what to do in case of an asthma attack. Review the asthma register bi-annually.
- Review first aid incidents including asthma attacks.
- Ensure cleaning chemicals are of minimal toxicity in line with our COSHH risk assessment

First Aiders

First Aiders will:

- Provide medical assistance to students suffering asthma symptoms
- Administer emergency inhalers where necessary
- Inform parents of asthma events they attended, and record appropriately

School Staff

All school staff have a responsibility to:

- Understand the school asthma policy.
- Know how to find out which students they encounter have asthma.
- Know what to do in an asthma attack.
- Allow students with asthma immediate access to their reliever inhaler.
- Alert First Aiders if a student has an asthma attack.
- Alert Pastoral staff if a student is using more reliever inhaler than they normally would (Pastoral staff liaise with parents).

- Alert safeguarding team if they suspect asthma-related neglect (ie no inhaler provided).
- Be aware that a student may be tired because of nighttime symptoms.
- Support students experiencing bullying or anxiety related to asthma.
  Ensure students who have been unwell catch up on missed school work, and liaise with parents/carers, Pastoral staff, Learning Manager and SENCo if a child is falling behind with their work because of asthma.

Visit & Trip Leaders

- Visit / Trip Leaders must ensure students have their asthma medicines with them when they go on a school trip or out of the classroom.
- Visit / Trip Leaders must risk assess students' medical conditions and ensure appropriate control measures are in place.

PE Teachers

PE Teachers have a responsibility to:

- Understand asthma and the impact it can have on students. Students with asthma should not be forced to take part in activity if they feel unwell. They should also not be excluded from activities that they wish to take part in if their asthma is well controlled.
- Ensure students have their reliever inhaler with them during activity or exercise and are allowed to take it when needed.
- If a student has asthma symptoms while exercising, allow them to stop, take their reliever inhaler and as soon as they feel better allow them to return to activity. (Most students with asthma should wait at least 5 minutes).
- Remind students with asthma whose symptoms are triggered by exercise to use their reliever inhaler immediately before warming up.
- Ensure students with asthma always warm up and down thoroughly.
- Manage changing rooms appropriately to monitor use of sprays, avoiding asthma triggers and ensuring air quality

Individual doctor/asthma nurse of a child or young person with asthma

Doctors and asthma nurses have a responsibility to:

- Advise parents/carers about managing the illness in school.
- Ensure the child or young person knows how to use their asthma inhaler (and spacer) effectively.
- Provide the school with information and advice if a child or young person in their care has severe asthma symptoms (with the consent of the child or young person and their parents/carers).

Students

Students have a responsibility to:

- Treat other students, with or without asthma, equally.

- Let any student having an asthma attack take their reliever inhaler (usually blue) and ensure a member of staff is called.
- Tell their parents/carers, teacher or PE teacher when they are not feeling well.
- Treat asthma medicines with respect.
- Know how to gain access to their medicine in an emergency.
- Know how to take their own asthma medicines.

Parents/Carers

Parents/Carers have a responsibility to:

- Tell the school if their child has asthma.
- Ensure the school has complete and up to date medical information for their child.
- Inform the school about the medicines their child requires during school hours.
- Inform the school of any medicines the child requires while taking part in visits, outings or field trips and other out of school activities such as school team sports.
- Tell the school about any changes to their child's medicines, what they take and how much.
- Inform the school of any changes to their child's asthma (for example, if their symptoms are getting worse or they are sleeping badly due to their asthma).
- Ensure the child's reliever inhaler (and spacer where relevant) is labelled with their name.
- Ensure the child's reliever inhaler and the spare is within its expiry date.
- Keep their child at home if they are not well enough to attend school.
- Ensure their child catches up on any school work they have missed.
- Ensure their child has regular asthma reviews with their doctor or asthma nurse (every 6 - 12 months).