



St. Joseph's Catholic Primary School

Asthma Policy

Approved by:	Governing Body	Date: January 2002
Last reviewed on:	March 2026	
Next review due by:	March 2028	

St. Joseph's Catholic Primary School is an asthma friendly school. We recognise that asthma is a widespread, serious but controllable condition affecting many of our pupils. We encourage our pupils with asthma to achieve their full potential in all aspects of school life by having a clear asthma policy that is understood by all staff.

Aims

- All teaching and support staff are asthma aware and receive regular asthma training from the relevant professionals
- All children with asthma have rapid access to their emergency relief inhaler
- All children understand asthma and are able to support their friends
- Electronic records are kept of all children with asthma which are updated regularly
- There is excellent communication between home and school

At School

- When a child joins the school, parents/carers are asked if their child has asthma
- All children identified by the parent as having asthma are subsequently given an Asthma UK School Asthma Card (see Appendix A) to complete and return to the welfare team
- Parents are asked to update the information on this card if there are any changes in their child's asthma
- The school will have an electronic school asthma register
- We will do everything we can to reduce the presence of triggers in the school environment where possible

Inhalers

- Inhalers must be handed to the welfare team, together with the completed Asthma UK School Asthma Card (Appendix A) and The Consent Form – Use of Salbutamol Inhaler (see Appendix B)
- Inhalers are stored in First Aid boxes in the classrooms
- All children with asthma know where their inhaler is stored
- Children will be able to use their inhaler in the classroom or the inhaler will be brought to them during play time
- Inhalers accompany children to PE and external activities and evacuation
- The Welfare Officer manages the inhaler store (infants medical room and upper phase medial room) and keeps appropriate records of emergency inhaler use
- Parents will ensure that all inhalers are in their original box and that both the inhaler and the inhaler packaging are clearly labelled
- Preventer inhalers are not accepted in school
- Herbal Medicines are not accepted in school

- Masks on spacers for older children (yr1+) are discouraged in favour of a more age appropriate device
- It is not a requirement for staff to administer medication but many are willing and trained to do so. Children are encouraged to be able to use their inhaler themselves with supervision where possible
- Children will NEVER be denied access to their inhaler
- We will inform a parent/carer if a child is using their inhaler more than usual
- Children will not be given another child's inhaler
- It is the responsibility of the parent to ensure that the inhaler in school is up to date
- Parents will provide a named spacer where necessary but a shared spacer may be used on school trips. The spacer will be cleaned in hot soapy water after each use.

Exercise and Activity

- We encourage all children with asthma to take part in all sport and other activities
- PE teachers and supply staff will be aware of children with asthma in their group
- Pupils with asthma will be allowed to take their inhaler if needed and will be allowed to re-join the lesson when they feel better

Asthma Attacks

- All staff receive training on asthma and are able to recognise and act appropriately in the event of an asthma attack
- All staff will follow the Asthma UK Asthma Attack Procedure which is visible throughout the school

Asthma UK advises that in the event of an asthma attack:

- Keep the child calm
- Sit the child upright
- Encourage them to take slow steady breaths
- Make sure that the child initially takes two puffs of their emergency relief inhaler (usually blue)
- If the child has no relief then continue to administer two puffs every two minutes up to ten puffs
- Call 999 if the child does not feel better after ten puffs
- Call 999 if at any time BEFORE ten puffs the child is exhausted or you are worried at any time that they are not improving

- If the ambulance does not arrive within 15 minutes then repeat two puffs of the reliever inhaler every two minutes up to ten puffs
- If the child feels better after 8/10 contact the parent to collect the child and advise to see the doctor the same day

Guidance for use of emergency salbutamol inhalers

St. Joseph's Catholic Primary School will keep salbutamol inhalers (with appropriate plastic spacer) for use in emergencies when a pupil's inhaler is unavailable, broken, empty or has expired.

The emergency salbutamol inhaler should only be used by children who have been diagnosed with asthma, prescribed a reliever, usually a blue salbutamol inhaler AND for whom written parental consent for use of the emergency inhaler has been given (see Appendix B).

Recording use of the inhaler and informing parents/carers

Use of the emergency inhaler is recorded. This include where and when the attack took place (for example, PE lesson, playground, classroom), and how much medication was given, and by whom.

The child's parents are informed in writing so that this information can also be passed onto the child's GP.

Storage

The welfare team have responsibility for ensuring that:

- On a monthly basis the inhaler and spacers are present and in working order, and the inhaler has sufficient number of doses available (this is recorded) and to order another salbutamol inhaler if the number of puffs is 50 or less
- Replacement spacers are available following use and are washed according to manufacturer recommendations
- The mouthpiece of the inhaler has been cleaned, dried and returned to storage following use, or that replacements are available if it has to be disposed of.

St. Joseph's Catholic Primary School ensures that the inhaler and spacers are kept in a safe and suitable location in the medical rooms located on both school sites, which is known to all staff, and to which all staff have access at all times, but which is out of reach and sight of children. The inhaler and spacer are not locked away.

The inhaler is stored at the appropriate temperature (in line with manufacturer's guidelines). The emergency inhaler and spacer are kept separate from any child's

inhaler which is stored in a nearby location and the emergency inhaler is clearly labelled to avoid confusion with a child's inhaler.

Care and Disposal

- After using the inhaler canister is removed, and the plastic inhaler housing and cap is washed in warm running water, and left to dry in air in a clean, safe place.
- The canister is returned to the housing when it is dry, and the cap replaced, and the inhaler returned to the designated storage place.
- If there is any risk of contamination with blood, the inhaler will not be reused and will be disposed of in line with the manufacturer's instructions and replaced.

Staff

All designated staff of the welfare team who have responsibilities for administering inhalers and/or supporting pupils with asthma have appropriate training and support, relevant to their level of responsibility.

Designated members of staff of the welfare team are trained in:

- Recognising asthma attacks (and distinguishing them from other conditions with similar symptoms)
- Responding appropriately to a request for help from another member of staff;
- Recognising when emergency action is necessary;
- Administering salbutamol inhalers through a spacer;
- Making appropriate records of asthma attacks.

All staff in St. Joseph's Catholic Primary School are:

- Trained to recognise the symptoms of asthma attack;
- Aware of the asthma policy;
- Aware of how to check if a child is on asthma register;
- Aware of how to access the inhaler;
- Aware of who the designated member of staff are, and the policy of how to access their help.

As part of the asthma policy, St. Joseph's Catholic Primary School have agreed arrangements in place for all members of staff to summon the assistance of a designated member of staff to help administer an emergency inhaler, as well as collecting the emergency inhaler and spacer.

In St. Joseph's Catholic Primary School:

Samanta Sasenarine is responsible for overseeing the policy/protocol for use of the emergency inhaler, and monitoring its implementation and for maintaining the asthma register.

Liability and indemnity

- All staff supporting pupils with asthma conditions have appropriate levels of insurance in place, including liability cover relating to the administration of medication/inhaler.

Appendix A – School Asthma Card

School Asthma Card

To be filled in by the parent/carer

Child's name

Date of birth

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

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

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

Does your child tell you when he/she needs medicine?

Yes No

Does your child need help taking his/her 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

What to do if a child is having an asthma attack

- 1 Help them sit up straight and keep calm.
- 2 Help them take one puff of their reliever inhaler (usually blue) every 30-60 seconds, up to a maximum of 10 puffs.
- 3 Call 999 for an ambulance if:
 - their symptoms get worse while they're using their inhaler – this could be a cough, breathlessness, wheeze, tight chest or sometimes a child will say they have a 'tummy ache'
 - they don't feel better after 10 puffs
 - you're worried at any time.
- 4 You can repeat step 2 if the ambulance is taking longer than 15 minutes.



Any asthma questions?

Call our friendly helpline nurses

0300 222 5800

(Monday-Friday, 9am-5pm)

www.asthma.org.uk

The Asthma UK and British Lung Foundation Partnership is a company limited by guarantee 01863614 (England and Wales). VOT number 618 8121 58. Registered charity numbers 802264 and SC039322. Your gift will help Asthma UK fund vital research projects and provide people with asthma with the support they need. © Asthma UK. Last reviewed and updated 2020; next review 2023.

Appendix B – Guidance for use of Emergency Salbutamol inhaler

CONSENT FORM

USE OF EMERGENCY SALBUTAMOL INHALER

St. Joseph's Catholic Primary School

Child showing symptoms of asthma / having asthma attack

1. I can confirm that my child has been diagnosed with asthma / has been prescribed a salbutamol inhaler (delete as appropriate)
2. 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 school for such emergencies.

Signed: _____ Date:

Name (print):

Child's Name:

Class:

Parent's address and contact details:

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Telephone:

Email: