



**The Park Federation  
Wood End Park Academy  
Asthma Policy  
2025-2026**

# **Asthma Policy**

## **Aims**

- To ensure everyone is able to deal with a child who has an asthma attack
- To enable all children with asthma to participate fully in all school activities
- To allow children with asthma to take responsibility for their own medication, especially for games, PE lessons, swimming and school trips as far as is appropriate.
- To ensure 85% of all staff trained on asthma procedures
- Asthma champion to attend annual training
- Correct reporting and record keeping of asthma

## **Register of Asthmatic Pupils**

At the beginning of each term, the Welfare Team updates the register of asthmatic pupils and their medication.

Parents are requested to come in and see the Welfare Team to confirm any/no changes to reliever medication and/or dosage since the previous term.

A copy of the register which lists pupil's names, classes and reliever medication is then displayed in the Medical Room, the classroom.

## **Authorisation for Administration of Medication**

Before the school can undertake the administration of reliever medication for asthmatic pupils, the parent/guardian of the respective pupils must complete and sign a Medication Authorisation Consent Form which details reliever medication, dosage, time and frequency of administration. (Ref Appendix A).

## **What is Asthma?**

Asthma is a condition whereby the air passages of the lungs become inflamed, swollen and narrowed and as a result, the sufferer finds it difficult to breathe. This sudden narrowing of the air passages is known as an asthma attack.

## **Common Triggers**

- These are (a) dusty atmospheres, (b) weather, (c) grass pollen, (d) contact with pets and animals, viral infections, (f) exercise or activity, (g) excitement or vigorous

- laughing, (h) thunderstorms, (j) stress (k) cigarette smoke. (l) puberty/hormones
- If physical exercise is a factor in triggering an attack, things should be taken easy and breaks to be taken during such activity. The pupil may have to take medication before starting the activity. Also medical advice to be sought by the parents before the pupil/student participates in Physical Education and Sports in any case.
- If an attack is coming on due to exercise, the sufferer shall stop the exercise, take the inhaler as normal, and if feeling better may carry on with the activity. At the end of the activity, warm down.

### **How to Recognise an Attack**

The sufferer may cough, wheeze, or have shortness of breath. Also the sufferer may complain of tightness in the chest, they may have difficulty speaking, stomach ache and/or may be unusually quiet.

### **Types of inhalers**

1. Preventative inhalers: these are generally **BROWN** in colour and should not be used in school. The only exception will be if a doctor specifically requested this by letter.
2. Relief inhalers: these are generally **BLUE** in colour and are kept in red boxes and bags.
3. Lockers containing Emergency Inhalers are in the school corridors. These are clearly labelled for emergencies only. A list of all the children's names and classes who have asthma, will be held in the Emergency Packs.

### **Administering an Inhaler**

1. Relief inhalers are available for children to use in the event of an asthma attack i.e. when breathless, feeling tight chested, coughing or wheezing.
2. Medical care plans/notecard are kept in each class box. A record of the inhaler, dosage, date and time when it was taken must be recorded on the notecard in the box and initialled by the class teacher or other adults supervising the admission. The welfare team must be notified of use of the class inhaler and/or any change in the pattern of a child's use of his/her relief inhaler. Welfare will send monthly reports to the hospital paediatric respiratory nurse on inhaler use.
3. The welfare team will note when inhalers need renewing and will inform the class teacher or parent directly. Under no circumstances should the container be empty.
4. The classroom box of blue relief inhalers will be taken out of class for swimming, trips, PE and games. The welfare team will provide the Emergency inhalers for each class for trips out of school.

### **Assisting Someone having an Asthma Attack.**

- Do not move the sufferer.
- Do ensure the sufferer is kept calm
- Do not hug the sufferer
- Do not let them lie down
- Do let them sit up and stay slightly forward.
- Do not leave them alone
- Do loosen tight clothing

- Do talk to the sufferer and reassure him/her
- Call welfare to assist
- After 6 puffs a child would need to go home and seek medical attention
- 10 puffs of an inhaler we will call an ambulance.
- Welfare will inform the parents that the pupil/student has suffered an attack
- Do keep records of this incident in the school

**No children other than those with medication are allowed to touch these container boxes.**

**Each child is only permitted to touch his / her own medication.**

### **Training and Awareness**

The school Nurse will provide training on the subject yearly for staff.

Then the nurse/welfare officer should brief all staff to take the right actions if and when an attack happens to a pupil or a student.

- The sufferers shall be informed by their GP or nurse at the GP Practice as to what to do if they sense an attack is coming on. First course of action being, for the sufferer, to inform a responsible adult when an attack is about to happen.
- The school shall ask the parents to inform them of any allergies or conditions suffered by the children. Also, ask the parents about care to be given to the pupil or student during an attack.
- Any pupil or student with asthma shall have a care plan and it should describe the actions to be taken in case of an `episode`. Also, how to prevent an attack and which medication to be taken and at which intervals.
- Any pupil/student should be taught to use the inhaler correctly by their doctor or nurse at their GP Practice.
- Any teacher with asthma sufferers in their class must be told about the sufferers.
- The school shall take steps to prevent any bullying of the asthma sufferers by other pupils and students.

# ASTHMA ATTACK

- SIGNS OF AN ASTHMA ATTACK:**
- Wheezing
  - Coughing
  - Shortness of breath

Give 2 puffs of Salbutamol via spacer  
+  
Inform parents and welfare officer

No better?

Give up to 6 puffs of Salbutamol via spacer  
+  
Call parents to collect from school and inform welfare officer  
+  
Advise to see GP

No better?

Give up to 10 puffs of Salbutamol via spacer  
+  
Call 999 and ask for an ambulance!  
+  
Give up to 10 puffs every 15 minutes until child is better or help arrives

[https://www.nwlondonicb.nhs.uk/application/files/4017/1897/6530/School\\_Asthma\\_Attack\\_Poster\\_updated\\_June\\_2024.pdf](https://www.nwlondonicb.nhs.uk/application/files/4017/1897/6530/School_Asthma_Attack_Poster_updated_June_2024.pdf)

## Appendix A

### CONSENT FORM FOR

### MEDICINE IN SCHOOL/ASTHMA (EMERGENCY) PUMPS/SCHOOL TRIPS

The academy is unable to give medication to your child without prior consent. Therefore please complete and sign this form which will enable qualified first aiders to administer medication.

Child's name:

..... class:

.....

Condition or illness:

.....  
.....

Name/type of medication:

.....

Time(s) to be administered:

.....

For how long is the medication to be continued? .....

*(Please collect the medication from the school when it is no longer to be given)*

Please give any other information that the school needs to know (for example, possible side effects):

- I understand that I must deliver the medication personally to the Welfare Assistant at the school and accept that this is a service which the school is not obliged to undertake.
- I understand that there are emergency inhalers in the academy and these will be used when required. If you do not wish for your child to use emergency inhalers please tick  here

Signature.....

..... Date.....

Relationship to

child.....

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