

Our Lady and St Joseph Primary School

Asthma

Date	Review Date	Coordinators	Nominated Governor
01/09/2018	01/09/2021	Head and Medical Team	Derek Vitali

We believe this policy should be a working document that is fit for purpose, represents the school ethos, enables consistency and quality across the school and is related to the following legislation:

- Health and Safety at Work, etc Act 1974
- Workplace (Health, Safety and Welfare) Regulations 1992
- Schools Standards and Framework Act 1998
- Education (School Premises) Regulations 1999
- Management of Health and Safety at Work Regulations 1999
- Special Educational Needs and Disability Act 2001
- Health and Safety (Miscellaneous Amendments) Regulations 2002
- Equality Act 2010
- School Premises (England) Regulations 2012
- Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013

The following organisations are also related to this policy:

- www.asthma.org.uk
- www.nhs.uk
- Equality Act 2010: Advice for Schools (DfE)
- Race Disparity Audit - Summary Findings from the Ethnicity Facts and Figures Website (Cabinet Office)

We understand that asthma, which particularly affects children, causes the airways in the lungs to narrow making it difficult to breathe. Sudden narrowing produces what is usually called an attack of asthma.

Asthma is the commonest chronic condition in childhood. It can significantly affect children and families' everyday lives. It can lead to death and it is a major problem that must be taken seriously.

We have a duty to ensure that we are prepared to assist in the management and control of this widespread, serious but controllable condition among children. However, there is no legal or contractual duty upon teaching staff to administer asthma medication.

We will endeavour to create a school environment that is favourable to all asthma sufferers. We will encourage those children who suffer with asthma to fully participate in all aspects of this school.

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We will ensure that all school personnel are fully trained in dealing with a person having an asthma attack and that individual pupil asthma inhalers are readily accessible at all times. However, we have in place a spare inhaler for use in an emergency situation where a child's own inhaler is not available, provided parental consent has been given.

We believe that every child diagnosed with asthma should have an action plan for their care which outlines a clear set of instructions about what to do and when to seek medical help. Evidence suggests that both children and adults should be regularly monitored and annually reviewed.

We will ensure that the appropriate school personnel undertake regular update training in order to well briefed in the case of an asthma emergency.

We work hard to have in place and to maintain a system that ensures all medical care plans are kept up to date and are available at all times to school personnel who may need them in an emergency. It is vital that all medical care plans clearly indicate whether a pupil needs emergency medication such as asthma inhalers or ipipens.

We wish to work closely with the School Council and to hear their views and opinions as we acknowledge and support Article 12 of the United Nations Convention on the Rights of the Child that children should be encouraged to form and to express their views.

We as a school community have a commitment to promote equality. Therefore, an equality impact assessment has been undertaken and we believe this policy is in line with the Equality Act 2010.

We all have a responsibility to ensure equality permeates in to all aspects of school life and that everyone is treated equally irrespective of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation. We want everyone connected with this school to feel safe, secure, valued and of equal worth.

We acknowledge the findings of the Race Disparity Audit that clearly shows how people of different ethnicities are treated across the public services of health, education, employment and the criminal justice system.

The educational section of the audit that covers: differences by region; attainment and economic disadvantage; exclusions and abuse; and destinations, has a significant importance for the strategic planning of this school.

We believe it is essential that this policy clearly identifies and outlines the roles and responsibilities of all those involved in the procedures and arrangements that is connected with this policy.

Aims

- To encourage and help children with asthma to participate fully in all aspects of school life.
- To ensure that the school environment is favourable to all asthma sufferers.

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- To ensure compliance with all relevant legislation connected to this policy.
- To work with other schools and the local authority to share good practice in order to improve this policy.

Responsibility for the Policy and Procedure

Role of the Governing Body

The Governing Body has:

- appointed a member of staff to be responsible for Health and Safety;
- delegated powers and responsibilities to the Headteacher to ensure all school personnel and stakeholders are aware of and comply with this policy;
- responsibility for ensuring that the school complies with all equalities legislation;
- nominated a designated Equalities governor to ensure that appropriate action will be taken to deal with all prejudice related incidents or incidents which are a breach of this policy;
- responsibility for ensuring funding is in place to support this policy;
- responsibility for ensuring this policy and all policies are maintained and updated regularly;
- responsibility for ensuring all policies are made available to parents;
- the responsibility of involving the School Council in:
 - determining this policy with the Governing Body;
 - discussing improvements to this policy during the school year;
 - organising surveys to gauge the thoughts of all pupils;
 - reviewing the effectiveness of this policy with the Governing Body
- nominated a link governor to:
 - visit the school regularly;
 - work closely with the Headteacher and the coordinator;
 - ensure this policy and other linked policies are up to date;
 - ensure that everyone connected with the school is aware of this policy;
 - attend training related to this policy;
 - report to the Governing Body every term;
 - annually report to the Governing Body on the success and development of this policy.
- responsibility for the effective implementation, monitoring and evaluation of this policy.

Role of the Headteacher

The Headteacher will:

- ensure all school personnel, pupils and parents are aware of and comply with this policy;
- work closely with the link governor and coordinator;
- provide leadership and vision in respect of equality;
- provide guidance, support and training to all staff;
- monitor the effectiveness of this policy;

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- annually report to the Governing Body on the success and development of this policy.

Role of the Coordinator

The coordinator will:

- lead the development of this policy throughout the school;
- work closely with the Headteacher and the nominated governor;
- ensure school pets are housed away from the classroom;
- ensure certain chemicals used in science and art which are potential triggers for pupils with asthma are not used;
- ensure a record of each child's medication will be readily available to those responsible for each child;
- insist the National Asthma Campaign's school card must be filled in by a doctor for all pupils suffering from asthma;
- ensure that children have a spare inhaler in school which is clearly marked with the child's name and kept in an agreed safe place for easy access;
- ensure inhalers will always be taken on all educational visits and residential visits;
- provide guidance and support to all staff;
- provide training for all staff on induction and when the need arises;
- keep up to date with new developments and resources;
- review and monitor;
- annually report to the Governing Body.

Role of School Personnel

School personnel will:

- comply with this policy;
- be trained to recognise an asthma attack and know what they can do to help or get help;
- be aware of the common signs of an asthma attack namely: coughing, short of breath, wheezing, complaining of a tight feeling in the chest, unusually quiet, having difficulty speaking / completing sentences and young children complaining of a stomach ache;
- in the event of a child having an asthma attack:
 - Do not leave the child alone
 - Keep calm and reassure the child
 - Encourage the child to sit up
 - Bring the inhaler to the child and not the child to the inhaler
 - Make sure the child takes two puffs of their reliever inhaler immediately
 - If there is no immediate improvement continue to give them two puffs of reliever inhaler
 - If they don't feel better after taking their inhaler then call 999 for assistance
 - Contact parents after calling 999
 - If an ambulance does not arrive within ten minutes then the child should take two puffs of their reliever inhaler
- after dealing with child's minor asthma attack encourage the child to continue go back to lessons and notify the child's parents;
- be aware of the school register of pupils who suffer from asthma;

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- will inform parent/carers if their child:
 - has had an asthma attack;
 - is using more reliever inhaler than they usually would;
 - is falling behind with their work because of asthma
- inform parents/carers if they think their child shows the symptoms of asthma;
- undertake the appropriate training on how to deal with a pupil's asthma attack
- implement the school's equalities policy and schemes;
- report and deal with all incidents of discrimination;
- attend appropriate training sessions on equality;
- report any concerns they have on any aspect of the school community.

Role of Pupils

Pupils will:

- comply with all aspects of this policy;
- know the location of their inhaler;
- be able to administer their own inhaler;
- remind school personnel that their inhaler must accompany them on all educational and residential visits;
- listen carefully to all instructions given by the teacher;
- ask for further help if they do not understand;
- treat others, their work and equipment with respect;
- support the school Code of Conduct and guidance necessary to ensure the smooth running of the school;
- liaise with the school council;
- take part in questionnaires and surveys.

Role of Parents

Parents will:

- be made aware of this policy;
- inform the school of their child's asthma;
- provide the school with an annual updated asthma card outlining the dosage and the frequency of use of their child's medication;
- provide a spare inhaler to be kept in school;
- support the school Code of Conduct and guidance necessary to ensure smooth running of the school;
- be asked to take part periodic surveys conducted by the school.

Raising Awareness of this Policy

We will raise awareness of this policy via:

- the School Handbook/Prospectus
- the school website

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- the Staff Handbook
- meetings with parents such as introductory, transition, parent-teacher consultations and periodic curriculum workshops
- school events
- meetings with school personnel
- communications with home such as weekly newsletters and of end of half term newsletters
- reports such annual report to parents and Headteacher reports to the Governing Body
- information displays in the main school entrance

Training

All school personnel:

- have equal chances of training, career development and promotion
- receive training related to this policy on induction which specifically covers:
 - Health and Safety
 - Risk Assessment
 - Workplace Environment
 - Accidents and Emergencies
 - Medical and First Aid
 - information about asthma
 - administering medication related to asthma
 - safe use and storage of medications
 - dealing with emergencies related to asthma
 - Reporting of Injuries, Diseases and Dangerous Occurrences
- receive periodic training so that they are kept up to date with new information
- receive equal opportunities training on induction

Equality Impact Assessment

Under the Equality Act 2010 we have a duty not to discriminate against people on the basis of their age, disability, gender, gender identity, pregnancy or maternity, race, religion or belief and sexual orientation.

This policy has been equality impact assessed and we believe that it is in line with the Equality Act 2010 as it is fair, it does not prioritise or disadvantage any pupil and it helps to promote equality at this school.

Monitoring the Implementation and Effectiveness of the Policy

The practical application of this policy will be reviewed annually or when the need arises by the coordinator, the Headteacher and the nominated governor.

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A statement of the policy's effectiveness and the necessary recommendations for improvement will be presented to the Governing Body for further discussion and endorsement.

Linked Policies

- Accidents and Emergencies
- Health and Safety
- Medical and First Aid
- Reporting of Injuries, Diseases and Dangerous Occurrences
- Risk Assessment
- Workplace Environment

See Appendices Documents section on Policies for Schools Website

- Frequency of Policy Monitoring
- Monitoring Implementation and Policy Effectiveness Action Plan
- Initial Equality Impact Assessment
- Policy Evaluation
- Policy Approval Form

Headteacher:	Sean Flood	Date:	September 2018
Chair of Governing Body:	Derek Vitali	Date:	September 2018