

Asthma Policy

Policy Statement

Asthma is a long term lung condition. People with asthma have sensitive airways in their lungs which react to triggers, causing a 'flare-up'. In a flare-up, the muscles around the airway squeeze tight, the airways swell and become narrow and there is more mucus. This makes it hard to breathe. An asthma flare-up can come on slowly (over hours, days or even weeks) or very quickly (over minutes). A sudden or severe asthma flare-up is sometimes called an asthma attack.

Symptoms of asthma can vary over time and often vary from person to person. The most common asthma symptoms are: breathlessness, wheezing (a whistling noise from the chest), tight feeling in the chest, persistent cough. Symptoms often occur at night, early in the morning or during/just after physical activity. If asthma is well controlled, a person should only have occasional asthma symptoms.

Everyone with asthma has different triggers. For most people with asthma, triggers are only a problem when asthma is not well controlled with medication. Common asthma triggers include:

- exercise
- smoke (cigarette smoke, wood smoke from open fires, burn-offs or bushfires)
- house dust mites
- pollens
- chemicals such as household cleaning products
- food chemicals/additives
- laughter or emotions, such as stress
- colds/flu
- weather changes such as thunderstorms and cold, dry air
- moulds
- animals such as cats and dogs
- deodorants (including perfumes, after-shaves, hair spray and aerosol deodorant sprays)
- certain medications (including aspirin and anti-inflammatories)

Guidelines

- 1.1 The school will actively seek information to identify students who have been diagnosed with asthma at enrolment or at the time of diagnosis (whichever is earlier).
- 1.2 Parents/carers must provide the school with an Asthma Action Plan which has been completed by the student's medical practitioner.

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- 2.1 The College will request information from parents regarding asthma on the enrolment forms.
- 2.2 The parent or caregiver of the child is responsible for providing the College with accurate and up to date information regarding the student's asthma management.
 - 2.2.1 Parents/carers must provide the school with an Asthma Action Plan that outlines:
 - the prescribed medication taken by the student and when it is to be administered, for example as a pre-medication to exercise or on a regular basis
 - emergency contact details
 - the contact details of the student's medical practitioner
 - the student's known triggers
 - the emergency procedures to be taken in the event of an asthma flare-up or attack.
 - a photo of the student
 - 2.2.2 Each student's Asthma Action Plan will be located in the Health Centre.
 - 2.2.3 Medical information provided to Wantirna College to support a student diagnosed with asthma will be:
 - recorded on the student's file
 - shared with all staff via Compass. This will be indicated by a medical alert on Compass.
 - 2.2.4 Health Centre staff will work with parents/carers to review

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1.3 A Student Health Support Plan may also be developed for any student who has been diagnosed with asthma by a medical practitioner.

1.4 The parent or caregiver of the child is responsible for providing the College with appropriate medication as consistent with the Asthma Action Plan.

1.5 The Health Centre will provide backup Asthma Emergency Kits.

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Asthma Action Plans annually.

2.2.5 If a student's asthma condition or treatment requirements change, parent/carers must notify the school and provide an updated Asthma Action Plan.

2.3 Health Centre staff may also work with parents/carers to develop a Student Health Support Plan which will include details on:

- how the school will provide support for the student
- identify specific strategies
- allocate staff to assist the student

Each student's Health Support Plan will be located with their Asthma Action Plan in the Health Centre.

2.3.1 Health Centre staff will work with parents/carers to review Student Health Support Plans annually.

2.4 Prescribed reliever medication (within expiry date) will be provided by the parent or care giver. Students are required to bring this prescribed reliever medication to school each day with option to store additional medication in the health centre. This additional medication (within expiry date) should be labelled with student's name.

2.4.1 Students will be required to keep their asthma medication with them whilst at school. Students must have reliever medication when participating in classes that involve physical activity. This can be outlined in the students Action Plan and Student Health Support Plan.

2.5 The Health Centre will provide and maintain at least two Asthma Emergency Kits plus an additional kit for every 300 students enrolled.

2.5.1 Asthma Emergency kits are located in:

- Health Centre
- PE Office
- B Block kitchens
- Music Office
- Science Preparation room in C Block
- D5
- Senior Centre
- Rees House
- Library.
- Orchard

2.5.2 The Asthma Emergency Kit will contain:

- at least 1 blue or blue/grey reliever medication containing salbutamol such as Airomir, Asmol or Ventolin
- at least 2 spacer devices (for single person use only) to assist with effective inhalation of the blue or blue/grey reliever medication. Spacers will be stored in a dust proof container.
- clear written instructions on Asthma First Aid, including:
 - how to use the medication and spacer devices
 - steps to be taken in treating an asthma attack
- a record sheet/log for recording the details of an asthma first aid incident

2.5.3 The Health Centre will monitor and maintain the Asthma Emergency Kits. They will:

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- 2.5.4 The blue or blue/grey reliever medication in the Asthma Emergency Kits may be used by more than one student as long as they are used with a spacer. If the devices come into contact with someone's mouth, they will not be used again and will be replaced.
- 2.5.5 After each use of a blue or blue/grey reliever (with a spacer) from the Asthma Emergency Kit, the Health Centre staff member will:

 - remove the metal canister from the puffer (do not wash the canister)
 - wash the plastic casing
 - rinse the mouthpiece through the top and bottom under running water for at least 30 seconds
 - wash the mouthpiece cover
 - air dry then reassemble
 - test the puffer to make sure no water remains in it, then return to the Asthma Emergency Kit.
- 1.6 Develop a communication plan which provides information to all school staff, students and parents about asthma and the School's Asthma Policy.
- 2.6 Staff will be aware policies are on Compass and that there is specific policy for Asthma Management.
- 2.6.1 Compass alerts will be added for each student diagnosed with Asthma under 'serious medical condition'. Alerts and related information about the students' health needs will be accessible to staff on Compass.
- 2.6.2 This policy will be available on Compass in the section accessible by families so that parents and other members of the school community can easily access information about asthma management procedures.
- 2.6.3 Asthma information posters and annual reminder/s in the school newsletter and on Compass will be used to inform staff, students and families about Asthma.
- 1.7 All staff will be aware of what steps should be taken to respond to a student having a severe/life threatening asthma attack whilst under the school's care.
- 2.7 The Health Centre staff are responsible for providing a briefing each year for staff who have direct supervision responsibilities of students' on:

 - how to respond to a student having a severe/life threatening asthma attack
 - the location of student's reliever medication, the student's Asthma Action Plan and the Asthma Emergency Kits
- 2.7.1 If a student is:

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- 1.8 All school staff with a direct duty of care responsibility for students will be trained in being able to manage an asthma emergency appropriately.
- 1.9 The Health Centre will be prepared to act on the warnings and advice from the Department of Education and Training when the risk of epidemic thunderstorm asthma is forecast as high.
- 2.7.2 Staff will call Triple Zero “000” immediately if:
- the person is not breathing
 - if the person’s asthma suddenly becomes worse or is not improving
 - if the person is having an asthma attack and a reliever is not available
 - if they are not sure if it is asthma
 - if the person is known to have anaphylaxis
- 2.8 An annual Asthma Briefing for all staff will be conducted and include information on:
- the school's asthma management policy
 - causes, symptoms and treatment of asthma
 - the school's general first aid and emergency response procedures
 - the location of, and access to, reliever medication that has been provided by parents or the Asthma Emergency Kits.
- 2.8.1 Training should be conducted at least every three years. This can be face-to-face or online. Asthma first aid will be provided according to the Nationally recognised Asthma First Aid Plan. This will ensure sufficient staff are trained in basic asthma first aid. Staff will attend Asthma First Aid Training at a minimum of 3 yearly.
- 2.8.2 Health Centre Staff and nominated additional staff will attend the Emergency Asthma Management Course at minimum of 3 yearly.
- 2.9 The Health Centre will liaise with the Principal Team and:
- act on advice and warnings from the Department Education and Training’s Emergency Management Division associated with a potential thunderstorm asthma activity
 - implement a communication strategy to inform the school community and parents
 - implement procedures to avoid exposure such as staying indoors with windows and doors closed

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- having an asthma attack
- difficulty breathing for an unknown cause, even if they are not known to have asthma

School staff will seek assistance from the Health Centre, another staff member or a reliable student to locate the student’s reliever, the Asthma Emergency Kit and the student’s Asthma Action Plan (if available). The attending staff member will ensure that the student is never left without adult supervision.

The staff member will follow the Asthma First Aid procedures outlined in *Appendix 1*.

School staff may contact Triple Zero “000” at any time.

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1.10 Staff running special events, excursion, camps etc must plan for students diagnosed with asthma.

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- implement emergency response procedures and follow individual asthma action plans as needed.

2.10 Parents/guardians are given the opportunity to identify their child as being at risk through use of a consent form for all excursions and camps.

2.10.1 If a student diagnosed with asthma is going to attend a school camp or excursion, parents/carers are required to provide any updated medical information. School camp medical update forms to be provided to camp coordinator prior to attending any college run camps.

2.10.2 In consultation with the Health Centre, the parents will provide enough medication (including preventer medication) for the student to attend the excursion or camp for the total duration of time that the student is out of the school. Medication consent forms will be provided to camp organisers. Asthma action plans will be provided to the camp organiser to accompany the students on camp.

2.10.3 An Asthma Emergency Kit will be sent on all school camps. Staff will be monitoring student compliance with their asthma management routine.

Policy drafted by:

Policy ratified by College Council:

Policy drafted by:

Policy ratified by College Council:

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Melissa Wade (College Nurse) and Shane Kruger (Assistant Principal)

8th June 2021

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Appendix I

Asthma First Aid Procedures

Step	Action
1.	<p>Sit the person upright</p> <ul style="list-style-type: none"> • Be calm and reassuring • Do not leave them alone • School staff will seek assistance from the Health Centre, another staff member or a reliable student to locate the student's reliever, the Asthma Emergency Kit and the student's Asthma Action Plan (if available). • If the student's Action Plan is not immediately available, use the Asthma First Aid as described in Steps 2 to 5.
2.	<p>Give 4 separate puffs of blue or blue/grey reliever puffer:</p> <ul style="list-style-type: none"> • Shake the puffer • Use a spacer if you have one • Put 1 puff into the spacer • Take 4 breaths from the spacer <p>Remember – Shake, 1 puff, 4 breaths</p>
3.	<p>Wait 4 minutes</p> <ul style="list-style-type: none"> • If there is no improvement, give 4 more separate puffs of blue/grey reliever as above (or give 1 more dose of Bricanyl or Symbicort inhaler)
4.	<p>If there is still no improvement call Triple Zero "000" and ask for an ambulance.</p> <ul style="list-style-type: none"> • Tell the operator the student is having an asthma attack • Keep giving 4 separate puffs every 4 minutes until emergency assistance arrives (or 1 dose of Bricanyl or Symbicort every 4 minutes – up to 3 doses of Symbicort)
5.	<p>If asthma is relieved after administering Asthma First Aid, stop the treatment and observe the student. Notify the student's emergency contact person and record the incident</p>