

Our Lady and Saint Benedict Catholic Academy



Asthma Policy

Our Lady and Saint Benedict Catholic Academy welcomes pupils with asthma. The School recognises asthma as an important condition and encourages and helps children with asthma to participate fully in school life.

2. The context of the policy and its relationship to other policies

The purpose of this policy is to:

- Meet Our Lady and Saint Benedict Catholic Academy commitment to the health and wellbeing of students.
- Recognise the need for immediate access to inhalers
- Provide a school environment as favourable as possible to asthmatic children
- Ensure all staff are aware of asthma and know what to do in the event of an attack and if necessary will give emergency treatment.

This policy details Our Lady and Saint Benedict Catholic Academy approach to dealing with asthma. Other school policies should be considered in conjunction with its guidance. These include:

- Supporting Children with Medical needs policy
- Health and Safety
- Educational Visits
- Department of Health Guidance on the Use of inhalers
https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/416468/emergency_inhalers_in_schools.pdf

Asthma Uk – Asthma in schools information
<https://www.asthma.org.uk/>

3. Record Keeping

On School entry, children with asthma or those possibly asthmatic should be identified through the medical conditions form completed by the parent / carer with parental responsibility. Pupil information is updated at least annually and parents are reminded about keeping school up to date with any changes to medical conditions via the school newsletter. A positive response will result in the parent providing school with an Asthma Card care plan usually from the hospital or consultant and a School Asthma card is completed by parents and are held in school. Parents are asked to update us of any changes that may occur throughout the year to your child's symptoms or treatment of asthma and to complete a new asthma card available from the school office to update this information. These children will be added to the Medical Needs register as asthmatic. This is held by Kerry Howard who is responsible for maintaining this register.

Parents are responsible for providing in date medication for their child's asthma. Once parents have provided these they are then stored in class. In all classes pupils reliever Inhalers (blue) are kept in an OLSB green Medical Bag which is kept at the front of the classroom. Children may access these as needed.

Within this bag there is also a school emergency inhaler (blue) which can be used by any pupil identified on the Medical Register as having Asthma. The asthma card asks parents to sign to give permission for the use of this in emergencies. Further information on the use of Emergency Inhalers can be found here:

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/416468/emergency_inhalers_in_schools.pdf

The teacher will keep a record of when all inhalers are used. Parents should be informed when inhalers are used beyond those times indicated within the care plan. This is because use beyond the normal for the child as indicated in the care plan may indicate that a child is being inadequately treated, or may have an infection and therefore a risk. If a child is using the inhaler excessively beyond what is detailed within the care plan parents may need to seek further medical advice.

4. Emergency Procedure

Common 'day to day' symptoms of asthma are:

- Cough and wheeze (a 'whistle' heard on breathing out) when exercising
- Shortness of breath when exercising
- Intermittent cough

These symptoms are usually responsive to use of their own inhaler and rest (e.g. stopping exercise). They would not usually require the child to be sent home from school or to need urgent medical attention.

CALL AN AMBULANCE IMMEDIATELY AND COMMENCE THE ASTHMA ATTACK PROCEDURE WITHOUT DELAY IF THE CHILD

- Appears exhausted
- Has a blue/white tinge around lips
- Is going blue
- Has collapsed

WHAT TO DO IN THE EVENT OF AN ASTHMA ATTACK

- Keep calm and reassure the child
- Encourage the child to sit up and slightly forward
- Use the child's own inhaler
- Remain with the child while the inhaler and spacer are brought to them
- Immediately help the child to take two separate puffs of salbutamol via the spacer
 - If there is no immediate improvement, continue to give two puffs at a time every two minutes, up to a maximum of 10 puffs
 - Stay calm and reassure the child. Stay with the child until they feel better. The child can return to school activities when they feel better
- If the child does not feel better or you are worried at ANYTIME before you have reached 10 puffs, CALL 999 FOR AN AMBULANCE
- If an ambulance does not arrive in 10 minutes give another 10 puffs

4. Emergency Procedure Notice

This is to be displayed in the Staff room and school office. Mrs Howard is responsible for ensuring this notice is present. All first aiders are to be provided with the asthma policy.

5. Staff Training

All first aiders have training in dealing with asthma through the Basic First Aid at Work Qualification. Those with Paediatric First Aid Qualifications will also receive training in dealing with asthma as part of the course.

Name: Chair of Governors – Mrs Dianne Jones Signature: Date:

Name: Principal – Mrs Sarah Clowes Signature  Date: 24.1.2026

Reviewed: January 2026

Review date: January 2028

MEDICAL FORM



In order to ensure that our medical records are accurate please would you complete the following information to ensure that your child receives appropriate care whilst at school.

Child's name: _____

If your child receives regular prescribed medicine from either a doctor or the hospital please indicate the condition below and **provide medical evidence**:

- * Asthma
- * Epilepsy
- * Hay Fever
- * Diabetes
- * Other (please specify) _____

Please indicate below if your child has a problem with:

- * Sight
- * Hearing
- * Colour blindness
- * Wears a hearing aid
- * Wears glasses for school work
- * Dyslexia (prescription lenses are worn)
- * Other (please specify) _____

Please give details and **provide medical evidence if possible**:

Please indicate below if your child has allergies to:

- * Latex
- * Plasters
- * Face paints
- * Food/drink
- * Other (please specify) _____

Please provide medical evidence for ALL allergies.

Please give details of allergy _____

Please write below any other medical conditions that we should be aware of and **provide evidence**:

I agree/ do not agree (please delete as possible) for medical treatment to be given to my child (named above) in an emergency situation.

Signed (Parent/Carer) _____ Date: _____

Please advise the school immediately if any of the above details change.



**Our Lady and St Benedict Catholic Academy
Abbey Lane, Abbey Hulton
Stoke on Trent
ST2 8AU**

Dear Parent/Carer

We are currently reviewing our school Asthma procedures and we would like you to confirm if your child requires an inhaler. Would you kindly return the form so that we can update our records and if needed an asthma care plan can be put in place. (please complete overleaf)

Child Name _____

1. My child DOES requires a reliever inhaler in school which will require a care plan.
2. My child does NOT requires a reliever inhaler or care plan in school

**Please tick the appropriate box and return to school.
If option 1, please complete table overleaf.**

Parent / Carer Signature _____

Date _____

Please ensure that your child has a **spare reliever inhaler and spacer in school** and it is within its **expiry date**, this is your responsibility to ensure this is in school.

Yours sincerely

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

ASTHMA QUESTIONS?

Ask our respiratory nurse specialists
Call **0300 222 5800**
WhatsApp **07378 606 728**
(Monday-Friday, 9am-5pm)
AsthmaAndLung.org.uk

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

Does your child tell you when they need medicine?

Yes No

Does your child need help taking their 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

Actions to take if a child is having an asthma attack

1. Help them to sit up – don't let them lie down. Try to keep them calm.
2. Help them take one puff of their reliever inhaler (with their spacer, if they have it) every 30 to 60 seconds, up to a total of 10 puffs.
3. If they don't have their reliever inhaler, or it's not helping, or if you are worried at any time, **call 999 for an ambulance.**
4. If the ambulance has not arrived after 10 minutes and their symptoms are not improving, repeat step 2.
5. If their symptoms are no better after repeating step 2, and the ambulance has still not arrived, **contact 999 again immediately.**



