**Rationale**
Asthma affects up to one in four primary aged children, one in seven teenagers and one in ten adults. It is important therefore for all staff members to be aware of asthma, its symptoms and triggers, and the management of asthma in a school environment.

**Purpose**
To manage asthma, support asthma sufferers, as effectively and efficiently as possible, at school and during activities such as excursions and camps.

**Guidelines**
(i) Professional development will be provided annually for all staff on the nature, prevention and treatment of asthma attacks. Such information will also be displayed on the staffroom wall.

(ii) All students with asthma must have an up-to-date (annual) written asthma management plan consistent with Asthma Victoria’s requirements and completed by their doctor or paediatrician.

(iii) Asthma plans will be attached to the student’s records for reference and a photo attached to attendance rolls.

(iv) It is the responsibility of the First Aid Coordinator to ensure parents provide completed Asthma Management Plans.

(v) Parents/guardians are responsible for ensuring their children have an adequate supply of appropriate asthma medication (including a spacer) at school at all times, including:

- on school camps;
- on school excursions;
- any school event outside of school grounds.

(vi) The School will provide appropriate training, and have staff trained in the administering of, reliever puffers such as Ventolin, Airomir, Asmol or Bricanyl and spacer devices in all first-aid kits, including kits on excursions and camps. Clear written instructions on how to use these medications and devices will be included in each first aid kit, together with steps to be taken to treat severe asthma attacks. Kits will contain 70% alcohol swabs to clean devices after use.

(vii) The School will ensure:

- All devices used for the delivery of asthma medication will be cleaned appropriately after each use.
- Care will be provided immediately for any student who develops signs of an asthma attack.
- Children suffering asthma attacks will be treated in accordance with their asthma plan.
- If no plan is available, children will be treated according to the Asthma Foundation First Aid Plan, located in the School Sick Bay.
- The parent will be notified if their child/student presents to School Sick Bay and is administered asthma medication by a staff member.
The First Aid Coordinator will be responsible for checking reliever puffer expiry dates.

- At the conclusion of each school year, all medication will be returned to the student’s parent. Parents will bring all medication required on the first school day of the following year and will be viable for the entire school year.

A nebuliser pump will not be used by the school staff unless a student’s asthma management plan recommends the use of such a device, and only then if the plan includes and complies with the ‘Victorian Government School Policy and Advisory Guide – Asthma’ (http://www.education.vic.gov.au/school/principals/spaq/health/Pages/conditionasthma.aspx) and is provided by the family.

**Related Policies**

- Camps Policy
- Excursion and Incursion Policy
- Administration of Medication Policy
- First Aid and Ambulance Policy

**Evaluation**

This policy will be reviewed annually. This policy was last ratified by School Council in May 2015.