



ASTHMA MANAGEMENT

Version: 1.0

Last amendment: Complispace
June 2019

Portfolio: Leadership

Approved by: Leadership

Next Review: 2022

THE HAZARD - ASTHMA MANAGEMENT

Asthma affects around 11% of Australian children and is one of the most common reasons for school absenteeism and hospital admission in school aged children.

Asthma attacks must be identified quickly and treated correctly to ensure the best outcome for students affected. Teachers and staff must be aware of the symptoms, triggers and best practice management of asthma so they can assist their asthmatic students while at college.

If you think a student may be having a severe asthma attack, call an ambulance and give the student blue reliever medication as described in the Asthma First Aid Plan.

CATHOLIC COLLEGE'S POLICY

Catholic College is committed to supporting students who suffer from asthma and assisting them to participate in all college activities. It is our policy that:

- We provide a clear set of guidelines for the management of asthma in our college. The guidelines in this policy have been developed having regard to the publications of the Asthma Foundation Australia;
- We establish procedures for responding to and dealing with students who have been diagnosed with asthma and procedures for responding to an asthma attack;
- Student medical records and Asthma Action Plans are communicated to relevant staff in a confidential manner, stored appropriately and updated yearly;
- We encourage students with asthma to self-administer medication and keep it on their person at all times;
- We inform parents/carers as soon as possible of concerns regarding a student's asthma, particularly where it is limiting the student's ability to participate fully in all activities;
- Where necessary, we modify activities for the student with asthma in accordance with their needs;
- We provide education, support and resources for staff, parents/carers, students and the wider college community on asthma awareness;
- We place Asthma Emergency Kits - spacer device, Ventolin inhaler and Asthma First Aid Action Plan - in appropriate areas within the college and ensure staff know where to access them;
- Our staff are trained to provide Asthma First Aid and how to use the equipment and medication in our Asthma Emergency Kits; and
- We display emergency Asthma First Aid posters in key locations around the college.

ASTHMA TRIGGERS

Triggers which may cause an asthma attack include, but are not limited to, the following:

- Colds and flus;
- Exercise;
- Smoke e.g. cigarette, wood fire smoke;
- Dust, pollens and allergens;
- Certain medications;
- Some foods or preservatives; and
- Sudden changes in the weather

HOW TO RECOGNISE AN ASTHMA ATTACK

The symptoms of asthma depend on whether the attack is mild, moderate or severe:

- **Mild Attack:** Symptoms include: coughing, soft wheezing, minor trouble breathing.
- **Moderate Attack:** Symptoms include: persistent coughing, loud wheezing, difficulty breathing, shortened sentences.
- **Severe Attack:** Symptoms include: wheezing may be absent, distressed/anxious, pale/sweaty/blue lips, gasping for breath, few words per breath, sucking in of skin over ribs/throat.

Whether or not the student is known to have asthma, no harm is likely to result from giving reliever medication to someone without asthma. If you think a student may be having an asthma attack, give blue reliever medication as described in the Asthma First Aid Plan. Call an ambulance in emergency situations. (Refer to our Accident Management Policy.)

RECOGNISING SYMPTOMS OF POORLY CONTROLLED ASTHMA

The following are indicators that a student's asthma is poorly controlled:

- Frequent absenteeism from college due to asthma;
- Students use their reliever medication more than 3 times per week to ease asthma symptoms (this does not include using their reliever before exercise);
- Tiredness/poor concentration; or
- Student is unable to exercise or play sport due to asthma.
- If you recognise a student who may have poorly controlled asthma, consider informing the parents so that they can seek medical advice.

ASTHMA MANAGEMENT PROCEDURES

Catholic College has developed the following work practices and procedures for managing asthma:

Asthma First Aid Plan

In an asthma emergency follow the student's Asthma Action Plan (if easily accessible) or the Asthma First Aid Plan.

Maintenance of Medical Records

Parents are requested to notify Catholic College of all medical conditions including asthma, as well as any medication that a student is required to take on an ongoing basis.

Student medical records are maintained in accordance with our Medical Records (Student) Policy which includes a provision to ensure that Catholic College is regularly updated as to the status of existing medical conditions including asthma.

Asthma Action Plan

An Asthma Action Plan is a written set of instructions prepared in partnership with the student's doctor that helps students to manage their asthma at different times. The student's Asthma Action Plan should help them to:

- Recognise worsening asthma symptoms;
- Start treatment quickly; and
- Seek the right medical assistance.

Early attention to worsening asthma may prevent students from having a serious attack. Staff should encourage the parents/carers of students to ask their doctor for a written Asthma Action Plan.

For every student with asthma there should be a written Asthma Action Plan provided to Catholic College. The Asthma Action Plan should be stored appropriately and updated yearly. It should be communicated to relevant staff in a confidential manner. Each staff member shall fulfil their agreed roles as documented in a student's Asthma Action Plan and the college shall inform parents as soon as possible of concerns regarding the student's health care.

Administering Prescribed Medication

Students who have been diagnosed with asthma should carry their blue reliever medication at all times while at college in case they need to use it, particularly for an asthma emergency. The use of the blue reliever medication two days a week (not including before exercise) may be a sign that the asthma is not being well managed. Staff members should be alert for such usage and shall inform parents as soon as possible of concerns regarding the student's health care.

For more information, refer to our Medication Administration Policy.

Asthma Emergency Kits

Asthma Emergency Kits can be purchased from the Asthma Foundation and reliever medication is available from pharmacies.

- An Asthma Emergency Kit should contain:
- A disposable spacer (Lite Aire®);
- An in-date reliever medication;
- Alcohol swabs; and
- Instructions for use and cleaning.

Catholic College keeps Asthma Emergency Kits in the following locations:

- Front Office Sick Bay
- In excursion medical kits
- Nganala, Mercy Centre, Food/Hospitality, O'Hagan Centre, Canteen

A record should be made in the medication log book located in the Front Office on each occasion the Asthma Emergency Kits are used.

Exercise Induced Attack

Exercise is important for health and development. Students with asthma should be encouraged to be active. With good management, most students with asthma can exercise normally.

Any sporting activity (except SCUBA diving) is suitable for students with asthma.

Catholic College staff need to be particularly alert for asthma symptoms when students are participating in sports carnivals or endurance events (e.g. cross country). Asthma Emergency Kits should be made available if required, and staff trained in asthma management should attend such events.

The following guidelines have been produced by the Asthma Foundation for dealing with Exercise Induced Asthma (EIA).

Before Exercise:

- Students with exercise induced asthma should use their blue reliever or doctor recommended medication 5-20 minutes before exercising;
- The student should always warm up before exercise or activity; and
- The student should always carry or have their reliever medication close by in case it is needed.

During Exercise:

- If symptoms occur stop activity and take blue reliever or doctor recommended medication;
- Return to activity only if free of symptoms; and
- If symptoms reoccur, take blue reliever or doctor recommended medication and do not return to activity.

After Exercise:

- Cool down and be alert for asthma symptoms.
- Exercise should only be avoided when the student is unwell or when symptoms of asthma are present. Always notify parents/carers of any asthma incident.

Asthma Communication Plan

The Principal or delegate will be responsible for developing a Communication Plan to provide information to all staff, students and parents/carers about asthma and the College's asthma management policies and procedures.

The **Asthma Communication Plan** includes the following information:

- strategies for how to respond to an asthma attack during normal college activities
- procedures to inform casual relief staff on arrival at the College of students diagnosed with asthma, and if they are caring for a student diagnosed with asthma, the potential of and their role in responding to an asthma attack
- procedures to communicate with and raise awareness among staff, students, parents/carers and the college community
- the responsibility of the Principal or delegate for ensuring that relevant college staff are appropriately trained and briefed at least annually.

WORKERS' RESPONSIBILITY

All workers are expected to:

- Be familiar with the college's asthma management policy;
- Know the students with asthma in their care;
- Know where the Asthma Emergency Kits are located in the college;
- Know how to implement First Aid treatment in the event of an asthma attack;
- Access students' written Asthma Action Plans as required;
- Know asthma triggers and how to recognise asthma symptoms;
- Know that use of a spacer with a puffer is more effective than puffer alone;
- Know that asthma puffers have an expiry date and ensure that a staff member has the responsibility for checking asthma puffers regularly; and
- Always inform parents/carers of an asthma incident.

Asthma is a serious condition. The Asthma Foundation of Australia provides training for college staff to understand and manage asthma and be able to administer Asthma First Aid.

IMPLEMENTATION

This policy is implemented through a combination of:

- Staff training;
- The availability of Asthma Emergency Kits;
- Individual Asthma Action Plans;
- Effective incident notification procedures;
- Effective communication procedures;
- Allocation of the overall responsibility for this policy to a senior member of staff; and
- Initiation of corrective actions where necessary.

DISCIPLINE FOR BREACH OF POLICY

Where a staff member breaches this policy Catholic College may take disciplinary action.

RELATED POLICIES

Accident Management

Medical Records (Student) Policy

Medication Administration Policy