

# ASHENGROUND COMMUNITY PRESCHOOL



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## Asthma Policy

We will support children with asthma in all aspects of preschool life and encourage them to reach their full potential. This policy ensures all staff members, new and existing, receive relevant training regarding asthma and administering emergency medication.

When a child with asthma joins Ashenground preschool or an existing child is diagnosed with the condition, the Manager and the key person of the child will arrange a meeting with the parents/carers to establish how the child's asthma may affect their preschool life.

### **Record keeping during the meeting**

The preschool Manager will organise a meeting with the Parent/Carer and the Key person of the child, to complete a record of the child's asthma and health needs. This document may also include such issues as agreeing to administer medicines or any staff training needs. The parent/carers will fill in the Administration of medication form. This form will be kept safe and updated when necessary. Staff will be notified of any changes in the child's condition through regular staff briefings.

### **Medicines**

All parents/carers of children with asthma **MUST** give us information about their child's medication. Parents/carers need to complete an Administration of Medication form, which will be kept in the child's file, for our records. If the child's medication changes parents/carers **MUST** inform the setting. **Please Note - if a child with asthma was dropped off at preschool without their inhaler, we reserve the right to refuse childcare until that child has their medication with them.** This is for the safety of that child. Immediate access to inhalers is vital. Inhalers will be kept in the staff room in a readily accessible place to an adult but out of a children's reach. Inhalers are taken with the children when they go on any outings. All inhalers must be labelled with the child's name, how many puffs and how often, by the parent/carer.

Parents/guardians will be informed upon collection if their child has had their medication and asked to sign the administration form each time the medication was administered. In case of an asthma attack the parent/carer will be informed as soon as possible by telephone.

## **First Aid**

### **IN THE EVENT OF AN ASTHMA ATTACK**

- It is important to be calm and reassuring.
- Deal with the child wherever the attack occurs. (A change of air can make the problem worse.)
- Ensure the child's reliever inhaler is taken immediately. Spacers can often help.
- Encourage the child to breath slowly and deeply and loosen any tight clothing.
- Encourage breathing through the nose and out of the mouth. (this warms the air, which helps the airways to relax and for normal breathing to resume)
- Assist the child to sit in a position that is most comfortable. This can often be leaning forward with arms resting on the back of a chair.
- Do not lay a child who is having an asthma attack down, as this can restrict the airways and make the attack much worse.

A mild asthma attack should ease within around 3 minutes. If it does not, encourage the child to take their inhaler again.

**IMPORTANT** - If after 5 minutes there is little or no improvement

- OR the asthma attack becomes worse
- OR breathlessness makes breathing difficult
- OR the child is becoming exhausted

**Call for an ambulance on 999 or 112.** Parents/guardians will then be contacted.

## **Preschool Environment**

We are committed to do all that we can to ensure that the preschool environment is favourable to children with asthma. The preschool has a strict non-smoking policy and is aware of the effects of keeping pets. Therefore, no furry or fluffy pets are kept within the preschool room, outside or anywhere else on the premises.

All our staff are fully trained and have completed the Full Paediatric First Aid training.