



Asthma Policy

Purpose

This policy aims to raise the awareness of asthma amongst those in their Early Years at Riverview Preschool and to provide the necessary strategies to ensure the health and safety of all persons with asthma. We aim to provide an environment in which children with asthma can participate in all activities to the full extent of their capabilities and provide a clear set of guidelines and expectations to be followed with regard to the management of asthma. Asthma management should be viewed as a shared responsibility between all parties involved. This Asthma Policy has been developed with guidance from the National Asthma Guidelines of Australia.

The Director will:

- Provide staff with access to the Asthma Policy and brief them on asthma procedures upon their appointment at Riverview preschool.
- Ensure at least one staff member has completed accredited asthma training is on duty whenever children are being cared for or educated.
- Identify children with asthma during the enrolment process and inform staff.

Staff will:

- Ensure that they maintain current accreditation in Emergency Asthma Management (valid for three years).
- Ensure that they are aware of the children in their care with asthma
- When requested, provide parents with a copy of the Asthma Policy and if applicable; provide a copy of the Asthma Action Plan upon enrolment to be filled out by GP.
- Store Asthma Action Plans in the child's enrolment record, individual medication box and medical folder.
- Inform parents of Asthma policy; children are unable to attend until site has copy of current, correct Asthma Care plan and required apparatuses.
- Formalise and document the internal procedures for emergency Asthma First Aid.
- Ensure that an emergency Asthma First Aid poster is displayed in key locations.
- Ensure that the emergency First Aid Kit contains a blue reliever medication (e.g. Airomir, Asmol, or Ventolin), a spacer device, face mask, concise written instructions on Asthma First Aid procedures and alcohol swabs.
- Provide each child with a container that includes asthma kit and copy of their health plan. Container is labelled with a photo of the child and their name. This is to be stored in the kitchen area. This container will be taken on excursions.
- St James audits First Aid Kits every 6 months. Staff ensure that whenever any component of the First Aid Kit is used, it is replaced as soon as possible. Staff regularly check expiry dates on medication.
- Encourage open communication between parents/guardians and staff regarding the status and impact of a child's asthma.
- Promptly communicate any concerns to parents should it be considered that a child's asthma is limiting his/her ability to participate fully in all activities.
- Follow individual Asthma Care plans.



Families will:

- Provide any up-to-date and accurate information regarding the Asthma Action Plan and any changes, in a timely manner e.g. upon enrolment or as soon as new plan is needed.
- Complete documents required by Preschool (Health Support Agreement or Action plans) in a timely manner.
- Regularly monitor expiry dates on Asthma medication.
- Ensure all Asthma Action plans outline child's known triggers and responses to medication, and any information that differs from standard Asthma first aid.
- Inform staff if medication has been given in morning, prior to Preschool arrival.

For children without Asthma Care plan;

Call emergency assistance immediately (DIAL 000) if the person's asthma suddenly becomes worse. If a child has difficulty in breathing and there is no notification on any written communication from the parents/guardian about them having asthma; call an ambulance immediately, follow the Asthma First Aid Plan and contact the parents immediately.

No harm is likely to result from giving a reliever puffer to someone without asthma.

GENERAL ASTHMA FIRST AID PLAN

Step 1- Sit the person upright

- Be calm and reassuring
- Do not leave person unattended.
- Contact family as soon as possible.

Step 2- Give medication

- Shake the blue reliever puffer
- Use a spacer or mask
- Give 1 puff into a spacer
- Take 4 breaths from the spacer
- Repeat until 4 puffs have been given

Giving blue reliever medication to someone who doesn't have asthma is unlikely to harm them

Step 3- Wait 4 minutes

- If there is no improvement, repeat steps 2. If breathing has not improved within a few minutes, go to step 4.
- If breathing has returned to normal, get family to take to Doctor for check up.

Step 4- If there is still no improvement call emergency assistance (DIAL 000).

- Tell the operator the person is having an asthma attack
- Keep giving 4 puffs, 4 breaths each puff, every 4 minutes while you wait for emergency assistance

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Next Review: May 2025

Approved by Governing Council Chairperson