



Bangalow Community Children's Centre
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Asthma Policy

Reviewed March 2016

Legislation:	Work Health and Safety Act 2011 Education and Care Services National Regulations 2011 Children (Education and Care Services National Law Application) Bill 2010
Reference:	Asthma Foundation NSW www.asthmansw.org.au Centre Support www.centresupport.com.au

Introduction

The aim of good asthma management is to ensure that children can lead a normal healthy life, while taking only as much medication as is needed to keep them well, and avoid asthma attacks (**Asthma Foundation NSW www.asthmansw.org.au**). The Bangalow Community Children's centre is committed to ensuring that procedures are in place that enable children with asthma to fully participate in the program and be provided with rapid and appropriate care when required.

Goals

- To provide appropriate attention and care to children with asthma and ensure that they are integrated into all activities.
- To ensure children with asthma are identified to all staff and information about the treatment required should an asthma attack occur be readily accessible.
- To ensure that response procedures and the storage of medications are understood by staff in all rooms and implemented in the event of a child or adult having an asthma attack.
- All staff members will uphold and implement positive beliefs and values in relation to children with asthma to support them to develop a sense of security and confidence.
- To ensure all staff have up to date asthma management training.

Practices

Management will:

- Identify children with asthma during the enrolment process.
- Provide all affected families with a copy of the Asthma policy upon enrolment.
- Provide staff members with a copy of the Asthma policy.
- Ensure up to date information is readily available about Asthma.
- Ensure all staff are informed of the children with Asthma in their care.
- Ensure that the child's, doctor provided, asthma plan is on displayed in a key location.
- Ensure that an Asthma First Aid poster is displayed in a key location.
- Encourage open communication between families & staff.
- Identify and where possible, minimise asthma triggers.

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Staff will:

- Ensure that they maintain current Asthma First Aid Training.
- Ensure that they are familiar with each child with asthma in their care.
- In regular consultation with families, optimise the health and safety of each child through supervised management of the child's asthma.
- Ensure children with asthma are able to participate in the daily programme and make any alterations to the environment that may be required.
- Only administer prescribed and approved medication.
- No medication prescribed for anyone other than a particular child will be given with the exception of ventolin.
- All medication must be clearly marked with the child's name and be stored appropriately.
- Ensure that all regular prescribed asthma medication is administered in accordance with the information on Child's Asthma Record.
- Medication is to be administered (on a non-emergency basis) and is to be recorded accurately by the parent/guardian, in relation to time and dosage, and will be signed by a staff member on its administration.
- Communicate without undue delay to management and families, if you are concerned about a child's asthma limiting his/her ability to participate fully in all activities.
- Provides families with details of Asthma Foundation NSW—www.asthmansw.org.au 1800 645 130.

Families will:

- Formally inform staff members and the Centre, either upon enrolment of their child with Asthma or on initial diagnosis (without undue delay), that their child has a history of asthma.
- Provide all relevant information regarding the child's asthma via the Asthma Action plan as provided by the child's doctor.
- Notify the Centre staff members, in writing, of any alterations to the Asthma Action plan.
- Ensure that their child maintains adequate supply of appropriate medication (reliever) and spacer device clearly labeled with the child's name **including expiry dates.**
- Communicate all relevant information and concerns to staff as the need arises.
- Parent/guardian must give written authority for medication to be dispensed by filling in a Medication Form. If the medication Form is not filled in, except in the case of an emergency, medication will not be administered on that day.
- Do not leave medications in your child's bag or locker. Give it directly to a staff member upon arrival.

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In the event of a child having an asthma attack whilst at the Centre:

- The child will be positively reassured, calmed and removed to a quiet area under the direct supervision of a suitably experienced and trained staff member.
 - Asthma medication will be administered as outlined in the child's Asthma Action plan.
 - The parent/guardian will be contacted by phone immediately if staff members become concerned about the child's condition.
 - In the event of a severe attack, the Ambulance service will be contacted on 000 immediately and the 4 Step Asthma First Aid Plan will be implemented until Ambulance officers arrive.
 - Step 1: Sit the child upright and remain calm and provide reassurance. Do not leave the child alone.
 - Step 2: Give 4 puffs of a blue reliever (Airomir, Asmol, Epaq or Ventolin), one puff at a time, through a spacer device*. Ask the child to take 4 breaths from the spacer after each puff.
 - Step 3: Wait 4 minutes.
 - Step 4: If there is little or no improvement, repeat steps 2 and 3. If there is still little or no improvement, call an Ambulance immediately (Dial 000). Continue to repeat steps 2 and 3 while waiting for the ambulance.
- *Use a blue reliever puffer (Airomir, Asmol, Epaq or Ventolin) on its own if no spacer is available

National Regulations

90 Medical Conditions Policy

91 Medical Conditions Policy to be provided

92 Medication Record

93 Administration of medication

94 Exception to authorisation requirement

95 Procedure for administration of medication

National Quality Standards

2.1.1 Each child's wellbeing and comfort is provided for.

Relevant Documents

Medical Conditions Policy

Asthma Management Plan Forms

Evaluation and Review

This policy will be reviewed based on regulatory requirements or earlier if the need arises.

Family and staff feedback will be considered in the review process. Changes in legislation, regulations, NQS and standards will be considered.

Any changes to this policy will be communicated to families and staff.

Bangalow Community Children's Centre

The **Asthma Policy** has been read, understood and reviewed by:

[illegible]

Bangalow Community Children's Centre

Comments on the Asthma Policy

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