

# ASTHMA MANAGEMENT



Asthma is a chronic health condition, which is one of the most common reasons for childhood admission to hospital. Correct asthma management will assist to minimise the impact of asthma. Children under the age of six usually do not have the skills or ability to recognise and manage their own asthma effectively. With this in mind, our Service recognises the need to educate its staff and families about asthma and to implement responsible asthma management strategies.

## RATIONALE

Farmhouse Montessori School believes that it is important to raise the awareness of asthma and to be able to provide the necessary procedures to ensure the health and safety of all people with asthma. Guidelines need to be clear in regard to the management of asthma.

### Plan of action for a child with diagnosed asthma

The staff, together with the parents/guardians of a child with asthma, will discuss and agree on a plan of action for the emergency management of an asthma attack based on the Asthma First Aid Plan. This plan will be included as part of, or attached to, the child's asthma action plan and enrolment record. This plan should include action to be taken where the parents/guardians have provided asthma medication, and in situations where this medication may not be available.

## AIM

- To facilitate effective care and health management of children with asthma and the prevention and management of acute episodes of illness and medical emergencies.

## IMPLEMENTATION

### 1. Children with Asthma

- Children with asthma are identified during the enrolment process, and required to provide a copy of their child's Asthma Action Plan from their GP.
- Asthma records must be updated annually.
- Parents must provide their child's blue reliever and spacer. The medication and spacer must be clearly labelled with the child's name and is stored in the locked first aid kit. The expiry date for medication must be checked regularly and recorded on the allergy / health list.
- Children suffering with asthma are listed on the allergy / health list in each classroom.
- Parents of those children without asthma are requested to give permission for staff to administer medication from the centres Asthma Emergency Kit if their child has difficulty breathing.

### 2. Management of an Asthma Emergency

- If a child has difficulty breathing or their asthma deteriorates, administer Asthma First Aid according to either
  - The child's Asthma Record First Aid Plan or
  - The Asthma First Aid Plan.
- If a child has difficulty in breathing and there is no written communication from parents, about asthma, call an ambulance immediately.
- An Asthma Emergency Kit is available for use in case of:
  - an emergency where a child has difficulty breathing and written permission is given by the parent or carer.
  - a child's own reliever medication is unavailable, empty or expired.
  - a child's first attack of asthma.
- The Asthma Emergency Kit contains a blue reliever puffer, a spacer device with mask, instructions for use and 70% alcohol swabs for cleaning purposes.
- Spacers need to be cleaned after each use by washing in hot water with detergent and leaving to air dry – do not rinse or wipe dry. The mouth piece must be wiped with an alcohol swab after washing.
- In all cases notify the parents immediately and advise them of actions taken. Record using an Illness Report.

### Management and Nominates Supervisor will ensure:

- All staff read and are aware of all medical condition policies and procedures, and ensuring that they are aware of asthma management strategies upon employment at the Service
- To provide approved Emergency Asthma Management (EAM) training to staff as required under the National Regulations.
- That all educators' approved first aid qualifications, anaphylaxis management training and Emergency Asthma Management (EAM) training are current, meet the requirements of the National Law and National Regulations, and are approved by ACECQA.
- At least one staff member with current approved Emergency Asthma Management (EAM) training (refer to Definitions) is on duty at all times.
- The details of approved Emergency Asthma Management (EAM) training are included on the staff record.
- Parents are provided with a copy of the Service's Asthma Policy upon enrolment of their child.
- That when medication has been administered to a child in an asthma emergency without authorisation from the parent/guardian or authorised nominee, the parent/guardian of the child and emergency services are notified as soon as is practicable.
- To identify children with asthma during the enrolment process and informing staff.
- To provide families with an Asthma Action plan to be completed in consultation with, and signed by, a medical practitioner.
- To develop a Risk Minimisation Plan for every child with asthma, in consultation with parents/guardians.
- That all children with asthma have an Asthma Action Plan and Risk Minimisation Plan filed with their enrolment record.
- A medication record is kept for each child to whom medication is to be administered by the Service.
- Families of all children with asthma provide reliever medication and a spacer (including a child's face mask, if required) at all times their child is attending the Service.
- The asthma first aid procedure is consistent with current national recommendations.
- That all staff members are aware of the asthma first aid procedure.
- The expiry date of reliever medication is checked regularly and replaced when required, and that spacers and facemasks are replaced after every use.
- Communication between management, educators, staff and parents/guardians regarding the Service's Asthma Policy and strategies are reviewed and discussed regularly to ensure compliance.
- All staff members are able to identify and minimise asthma triggers for children attending the Service, where possible.
- Children with asthma are not discriminated against in any way.
- Children with asthma can participate in all activities safely and to their full potential.
- To communicate any concerns with parents/guardians regarding the management of children with asthma at the Service.
- Asthma Australia's Asthma First Aid posters are displayed in key locations at the Service.
- That medication is administered in accordance with the Administration of Medication Policy.

### In the event that a child suffers from an asthma emergency the Service and staff will:

- Follow the child's Asthma Action Plan.
- If the child does not respond to steps within the Asthma Action Plan call an ambulance immediately by dialing 000
- Continue first aid measures
- Contact the parent/guardian when practicable
- Contact the emergency contact if the parents or guardian can't be contacted when practicable
- Notify the regulatory authority within 24 hours

### Educators will ensure:

- They are aware of the Services Asthma Policy and asthma first aid procedure (ensuring that they can identify children displaying the symptoms of an asthma attack and locate their personal medication, and Asthma Action Plans.
- To maintain current approved Asthma Management qualifications.

- They are able to identify and, where possible, minimising asthma triggers as outlined in the child's Asthma Action Plan.
- Asthma first aid kit, children's personal asthma medication and Asthma Action Plans are taken on excursions or other offsite events.
- To administer prescribed asthma medication in accordance with the child's Asthma Action Plan and the services Administration of Medication Policy.
- A Risk Minimisation Plan is developed for every child with asthma in consultation with parents/guardians.
- To discuss with parents/guardians the requirements for completing the enrolment form and medication record for their child.
- To consult with the parents/guardians of children with asthma in relation to the health and safety of their child, and the supervised management of the child's asthma.
- Communicate any concerns to parents/guardians if a child's asthma is limiting his/her ability to participate fully in all activities.
- Children with asthma are not discriminated against in any way.
- Children with asthma can participate in all activities safely and to their full potential.
- Document any attack, advising parents as a matter of priority, when practicable.

#### Families will:

- Read the services Asthma Management Policy.
- Inform staff, either on enrolment or on initial diagnosis, that their child has asthma.
- Provide a copy of their child's Asthma Action Plan to the school ensuring it has been prepared in consultation with, and signed by, a medical practitioner.
- Have the Asthma Action Plan reviewed and updated at least annually.
- Ensure all details on their child's enrolment form and medication record are completed prior to commencement at the service.
- Work with staff to develop a Risk Minimisation Plan for their child.
- Provide an adequate supply of appropriate asthma medication and equipment for their child at all times.
- Notify staff, in writing, of any changes to the information on the Asthma Action Plan, enrolment form or medication record.
- Communicate regularly with educators/staff in relation to the ongoing health and wellbeing of their child, and the management of their child's asthma.
- Encourage their child to learn about their asthma, and to communicate with Service staff if they are unwell or experiencing asthma symptoms.

### 3. Staff Training

- All staff are aware of how to deliver the Asthma First Aid Plan.
- An asthma first aid poster is on display
  - outside the kitchen at the North Balgowlah campus, and
  - on the First Aid office cupboard door at the North Head campus.

#### PLAN OF ACTION FOR A CHILD WITH DIAGNOSED ASTHMA

The staff, together with the parents/guardians of a child with asthma, will discuss and agree on a plan of action for the emergency management of an asthma attack based on the Asthma First Aid Plan. This plan will be included as part of, or attached to, the child's asthma action plan and enrolment record. This plan should include action to be taken where the parents/guardians have provided asthma medication, and in situations where this medication may not be available.

#### Source

Asthma Australia: [www.asthmaaustralia.org.au](http://www.asthmaaustralia.org.au)  
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[Revised National Quality Standard](#). (2018).

Policy Review Date	Modification	Review
<b>Nov 2017</b>	Updated the reference to comply with revised NQS	2020
<b>Feb 2018</b>	New logo added Amended sections of policy to more closely align with Asthma Australia protocols	2019
<b>July 2019</b>	<ul style="list-style-type: none"> <li>• Grammar and punctuation edited.</li> <li>• Additional information added to points.</li> <li>• Rearranged the order of points for better flow</li> <li>• Sources checked for currency.</li> <li>• New source added to represent referenced work.</li> <li>• Regulation 136 added</li> </ul>	2020
<b>March 2020</b>	<ul style="list-style-type: none"> <li>• Sources checked for currency</li> <li>• Reformatting of policy</li> </ul>	2021