

# Medical Conditions Policy

## Asthma Management

*Adapted with permission from Asthma Foundation of Victoria,  
Asthma and the Child in Care Model Policy, Version 6.2, January 2011.*

### Introduction

It is generally accepted that children under the age of six do not have the skills and ability to recognise and manage their own asthma effectively. With this in mind, Ballina River Street Children's Centre recognises the need to educate its staff and families about asthma and to promote responsible asthma management strategies.

### Goals - What are we going to do?

This Asthma Policy aims to:

- Raise awareness of asthma amongst those involved with the service;
- Implement strategies to support the health and safety of children with asthma enrolled at the service;
- 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.

### Strategies - How will this be done?

The Approved Provider will:

- Provide Emergency Asthma Management Training to all staff

The Nominated Supervisor will:

- Provide staff with a copy of this policy and brief them on asthma procedures upon their appointment;
- Ensure at least one staff member who has completed accredited asthma training is on duty whenever children are present at the service;
- Ensure all enrolment forms contain the question: "Has your child ever had asthma?";
- Identify children with asthma during the enrolment process and inform staff;
- Provide families thus identified with a copy of this policy and Asthma Action Plan upon enrolment or diagnosis; (Asthma Action Plan template can be downloaded from [www.asthmaaustralia.org.au](http://www.asthmaaustralia.org.au))
- Store Asthma Action Plans in the child's enrolment record; & a copy will be placed

where information is easily available for Teacher & Educators to access.

- 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 First Aid Kit contains a blue reliever medication (e.g. Airomir, Asmol, or Ventolin), a spacer device, facemask, concise written instructions on Asthma First Aid procedures and 70% alcohol swabs;
- Ensure that an accredited staff member correctly maintains the asthma component of the First Aid Kit (eg. regular checks of expiry dates on medication);
- Provide a mobile Asthma First Aid Kit for use on excursions;
- Encourage open communication between families and staff regarding the status and impact of a child's asthma; and
- Promptly communicate any concerns to families should it be considered that a child's asthma is limiting his/her ability to participate fully in all activities.

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;
- Ensure, in consultation with the family, the health and safety of each child through supervised management of the child's asthma;
- Identify and, where practical, minimise asthma triggers;
- Where necessary, modify activities in accordance with a child's needs and abilities;
- Ensure that all regular prescribed asthma medication is administered in accordance with the information on the child's written Asthma Action Plan;
- Administer emergency asthma medication if required according to the child's written Asthma Action Plan. If no written Asthma Action Plan is available the Asthma First Aid Plan outlined in this document should be followed immediately;
- Promptly communicate, to management or parents/guardians, any concerns should it be considered that a child's asthma is limiting his/ her ability to participate fully in all activities; and
- Ensure that children with asthma are treated the same as all other children.

Families will:

- Inform staff, either upon enrolment or on initial diagnosis, that their child has a history of asthma;
- Provide all relevant information regarding their child's asthma via the written Asthma Action Plan, which should be provided to the centre within seven (7) days of enrolment;
- Notify the Nominated Supervisor, in writing, of any changes to the Asthma Action Plan during the year;
- Ensure that their child has an adequate supply of appropriate asthma medication (including reliever) at all times, along with a spacer and face mask;
- Ensure that they comply with all requirements and procedures in relation to the Medications Record;

- Communicate all relevant information and concerns to educators as the need arises (e.g. if asthma symptoms were present the previous evening); and
- Ensure, in consultation with the staff, the health and safety of their child through supervised management of the child's asthma.

Children will:

- Wherever practical, be encouraged to seek their reliever medication as soon as their symptoms develop.

References:

Children (Education and Care Services National Law Application) Act 2010  
-Education and Care Services National Regulations 2011  
Northern Rivers Alliance  
The Asthma Foundation (Victoria)  
Asthma Treatment (Queensland)  
Asthma Foundation [www.asthmafoundation.org.au](http://www.asthmafoundation.org.au)