
Administration of Asthma Care

POLICY STATEMENT:

We aim to provide an environment which is safe and healthy where children with asthma can participate equally in all aspects of the programs and experiences offered at the service. We will ensure all staff are equipped with adequate knowledge and training of asthma management to enable them to respond immediately and appropriately.

PROCEDURE

The Centre will ensure that there is at least one staff member present at all times who holds a current certificate for Asthma Management Training.

All staff will be required to undergo Approved Asthma Management Training, as specified by the Australian Children's Education and Care Quality Authority. This will be updated annually.

Parents will be required to inform the Centre of any child diagnosed as being asthmatic, by a medical practitioner, at the time of enrolment. This information is recorded on the enrolment form. Parents are reminded of this requirement through the Family Handbook and the Information Brochure.

Parents will be required to provide a copy of the asthma action plan, as authorised by the medical practitioner. Permission will be required from parents to have the action plan displayed in a location visible to staff responsible for the child.

Any medication required such inhalers and spacers must be supplied by the parents in a hard plastic box, clearly marked with the child's name and any additional relevant information must be kept with the medication at all times.

An additional reliever inhaler and spacer will be kept in the First Aid Kit at all times and staff will be responsible for its replacement when it has expired. The Inhaler shell and spacer will be cleaned and sanitised after every use.

All medication must be stored in an area easily accessible to staff (not locked away) but inaccessible to children and away from any direct heat source.

When off school grounds, any asthma medication must be carried only by staff who are adequately trained in asthma management.

All staff are required to notify the Centre Coordinator if they have been diagnosed as being asthmatic by a medical practitioner. This will be recorded in their emergency details form and any additional information recorded on file.

All staff are informed of the current enrolments who have been diagnosed as being asthmatic, on an ongoing basis.

**NORMANHURST OUT OF SCHOOL HOURS CARE (NOOSH)
POLICIES**

Normanhurst Road. Normanhurst, NSW, 2076

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In the event of an asthma attack occurring where a child has been diagnosed as being asthmatic, staff will follow the instructions on the child's action plan.

In the event of an asthma attack occurring where a child has not received an asthma diagnosis and has no prior history of asthma, staff will:

- Sit the child upright and reassure them. Child must not be left alone.
- Administer 4 puffs of the reliever inhaler (one puff at a time), preferably through a spacer device. Child should take 4 breaths with each puff of the inhaler.
- Wait 4 minutes
- Contact parent or guardian
- If there is little or no improvement repeat the above steps
- If there is still little or no improvement, contact ambulance services "000"
- Continue the above steps until medical services arrive

In the event of an asthma emergency, medication may be administered without parental authorisation if:

- The parent and emergency contacts cannot be contacted.
- The parent is notified as soon as is practicable or;
- Emergency services is notified as soon as is practicable

Staff must ensure that all asthma medication administered is recorded in a medication record.

All relief staff will be informed of all children who have been diagnosed as being asthmatic or who have a history of asthma, on initial employment.

Parents/guardians of child who has been diagnosed as being asthmatic must be provided with a copy of the 'Asthma' policy.

If relevant, policies and practices in relation to specific needs of individual children will be developed and implemented.

CONSIDERATIONS:

Education and Care Services National Regulations	National Quality Standard	Other Service policies/documentation	Other
<ul style="list-style-type: none">• Education and Care Services National Regulation (2011) Part 4.2 (90); (94) Part 4.4 (136) Part 7.1 (247)		<ul style="list-style-type: none">• National Quality Standards – QA2• Asthma Foundation• United Nations Rights of the Child (Article 24)• Allergy Policy• Hygiene Policy• Medication Policy	

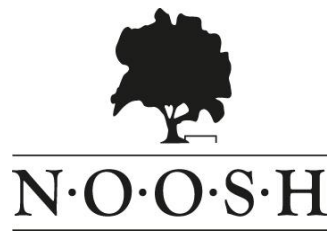
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ENDORSEMENT BY THE SERVICE:

Approval date: _____13th August 2014_____

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