WIMBLEDON CHASE PRIMARY SCHOOL

Transforming lives through education, aspiration and inspiration

Asthma Policy

May 2026

At Wimbledon Chase Primary School, policies are designed to ensure that the child is at the centre of all our decision making. All staff are aware that whole school and class systems are established to ensure that every child is able to share and express their concerns in a safe and confidential manner. We constantly strive to ensure that all children know their worries and views will be taken seriously by all staff and that every child will be treated with respect.

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1. Aims

This policy aims to:

- Set out our school's approach to asthma management
- Make clear how our school supports pupils with asthma to ensure their wellbeing and inclusion
- Provide a safe and supportive environment for pupils with allergies
- Ensure staff know how to recognise and respond to asthma symptoms and asthma attacks

2. Legislation and guidance

This policy is based on the Department for Education (DfE)'s guidance supporting pupils with medical conditions at school, the Department of Health and Social Care's guidance on Emergency asthma inhalers for use in schools - GOV.UK

3. Roles and responsibilities

Headteacher.
The Headteacher is responsible for:

- Promoting and maintaining asthma awareness across our school community.
- Ensuring pupils with asthma have access to their inhaler whenever needed with supervision and support from an adult.
- All staff receive an appropriate level of asthma training.
- All staff are aware of the school's policy and procedures regarding asthma.
- Relevant staff are aware of what activities need an allergy risk assessment.
- Regularly reviewing and updating the Asthma policy.

3.1 The Medical Lead

The Medical Lead in our school is Siân Dotchin, the Medical Lead is responsible for:

- Co-ordinating the paperwork and information from families.
- Co-ordinating medication with families.
- Checking spare Inhalers are in date.

3.2 Teaching and support staff

All teaching and support staff are responsible for:

- Promoting and maintaining asthma awareness among pupils.
- Maintaining awareness of our asthma policy and procedures.
- Being able to recognise the signs of an asthma attack
- Attending appropriate asthma training as required.
- Being aware of specific pupils with asthma in their care.
- Ensuring appropriate arrangements are in place for school trips, visits, special events and off-site activities so that pupils with asthma can participate safely.
- Identifying pupils with asthma on risk assessments.
- Ensuring the wellbeing and inclusion of pupils with asthma.

3.3 Parents

Parents are responsible for:

- Providing the school with their child's inhalers and spacers, clearly labelled with pupil's name.
- Medication must be in its original box with prescription label.
- Ensuring their child's medication is in date and making sure these are replaced in a timely manner.
- Providing the school with a copy of their child's current asthma action plan.
- Being aware of our school's Asthma policy.
- Providing the school with up-to-date details of their child's medical needs.
- Updating the school on any changes to their child's condition.

4. Events and school trips

- For events, including ones that take place outside of the school and school trips, no pupils with asthma will be excluded from taking part.
- The school will plan accordingly for all events and school trips and arrange for the staff members involved to be aware of pupils with asthma and to have received adequate training.

5. Procedures for managing an asthma attack

TREAT PUPIL WHERE THEY ARE AND SEND FOR HELP IMMEDIATELY.

5.1 Recognising asthma symptoms

Common symptoms include:
• coughing
• wheezing
• shortness of breath
• tight chest
• difficulty speaking in full sentences
• becoming unusually quiet, tired or distressed

5.2 Asthma attack procedure

If a pupil has asthma symptoms or an asthma attack, staff should:
1. Keep calm and reassure the pupil
2. Sit the pupil upright
3. Help them take their reliever inhaler, preferably through a spacer
4. Give one puff every 30–60 seconds, up to 10 puffs
5. Contact parents as soon as possible
6. Record the incident and medication administered

Emergency Response

Call 999 if symptoms do not improve or staff are concerned.
If a pupil needs to be taken to hospital, staff will stay with the pupil until the parent arrives, or accompany the pupil to hospital by ambulance.

6. Use of Inhalers off school premises

For all school trips, a member of staff will collect the pupil's asthma medication from the school office before leaving the school site. This member of staff will be responsible for carrying and supervising the medication throughout the duration of the trip.

All medication must be signed out from the school office before departure and signed back in upon return. After the trip, the medication must be returned to the correct storage box in accordance with the school's medication storage procedures.

7. Emergency Salbutamol Inhaler

The school holds an emergency Salbutamol. The emergency inhaler may only be used for a pupil who:
• has been diagnosed with asthma and prescribed a reliever inhaler
• has been prescribed a reliever inhaler
• has written parental consent for emergency inhaler use (see Individual Asthma Plan.)
This kit includes:

- Spare Inhalers
- Instructions for the use
- Instructions on storage

- Manufacturer's information

8. Links to other policies

This policy links to the following policies and procedures:

- Health and Safety policy
- Supporting Pupils with Medical Conditions Policy
- First Aid Policy
- Allergy Safety Policy

School Ashma Lead: Headteacher

Linked Governor: Chair of Governors

Date agreed: May 2026

Review date: May 2027