

D-15 Asthma Management

National Quality Standards (NQS)

2.1	Each child's health is promoted.
2.1.2	Effective illness and injury management and hygiene practices are promoted and implemented.
2.2	Each child is protected.
2.2.2	Plans to effectively manage incidents and emergencies are developed in consultation with relevant authorities, practised and implemented.
7.1.2	Systems are in place to manage risk and enable the effective management and operation of a quality service.

Education and Care Services National Regulations

Reg. 85	Incident, injury, trauma and illness policies and procedures
Reg. 86	Notification to parents of incident, injury, trauma and illness
Reg. 87	Incident, injury, trauma and illness record
Reg. 89	First aid kits
Reg. 90	Medical conditions policy
Reg. 92	Medication record
Reg. 94	Exception to authorisation requirement—anaphylaxis or asthma emergency
Reg. 96	Self-administration of medication
Reg. 161	Authorisations to be kept in enrolment record
Reg. 162	Health information to be kept in enrolment record
Reg. 168	Education and care service must have policies and procedures
Reg. 183	Storage of records and other documents

Policy Statement

We ensure all children with asthma enrolled at the service will receive appropriate attention as required. We will respond to the needs of children who have not been diagnosed with asthma and who may have an asthma attack whilst at the Centre.

Related Policies

- Acceptance and Refusal of Authorisations Policy
- Dealing with Medical Conditions Policy
- Enrolment and Orientation Policy
- First Aid Policy
- Hygiene Policy
- Maintenance of Records Policy
- Management of Incident, Injury and Trauma Policy

- Medication Administration Policy
- Privacy and Confidentiality Policy
- Staff Orientation and Induction Policy

Definitions

- *Metered Dose Inhaler (puffer)*: Common delivery device used to administer reliever medication
- *Reliever medication*: This comes in a blue container and is used to relax the muscles around the airways to relieve asthma symptoms.
- *Asthma Emergency*: The onset of unstable or deteriorating asthma symptoms requiring immediate treatment with reliever medication
- *Asthma Action Plan*: A record of information on the child's asthma and how to manage it, including contact details, what to do when the child's asthma worsens and emergency treatment.
- *Asthma Triggers*: Circumstances that may induce asthma symptoms, e.g. pollens, colds/viruses, dust mites, smoke, exercise etc. Asthma triggers will vary from child to child.
- *Spacer*: A plastic device used to increase the efficiency of delivery of asthma medication from a puffer. It may be used in conjunction with a facemask.

Procedure

The Management Committee will:

- Ensure the allocation of funding in the budget for all staff to complete appropriate training in Asthma Management
- Ensure adequate opportunities for staff to complete relevant Approved Asthma Management training
- Ensure funding is available for staff to purchase asthma reliever medication and spacer devices for the First Aid Kits, as required

Staff, in consultation with the Director, will:

- Ensure parents/guardians identify if their child is diagnosed with asthma as part of the enrolment process. This information will be kept on the child's file with their enrolment form.
- Ensure parents/guardians provide the service with an Asthma Action Plan, approved by a medical practitioner.
- Ensure a Risk Minimisation Plan is completed for all children who are diagnosed with asthma, identifying and minimising, where possible, asthma triggers as per the child's Asthma Action Plan.
- Encourage open communication between parents/guardians and staff regarding the status and impact of a child's asthma.

- Compile a list of children with asthma and keep it in a secure but readily accessible location, which is known to all staff.
- Ensure the Asthma Foundation of NSW Asthma First Aid posters are displayed in key locations around the service.
- Regularly maintain all First Aid Kits to ensure asthma medications and devices are current, clean, and ready for use.
- Ensure that asthma medications and First Aid Kits are taken on any activities/excursions outside the Centre.
- Consult with 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.
- Promptly communicate any concerns to parents/guardians if it is considered that a child's asthma is limiting his/her ability to participate fully in activities.
- Where necessary, modify activities for the child with asthma in accordance with their current needs and abilities.
- Administer all regular prescribed asthma medication in accordance with Action Plan.

Parent/Guardians of a child with asthma will:

- Inform staff, either on enrolment or on initial diagnosis, that their child has been diagnosed with asthma.
- Provide all relevant information regarding the child's asthma via the Asthma Action Plan.
- Notify staff in writing of any changes to their child's condition as specified in the enrolment form or if the Asthma Action plan is updated or changed.
- Provide an adequate supply of appropriate asthma medication and equipment (e.g. Ventolin and a spacer), as necessary. The service also supplies asthma relievers and spacers.
- Communicate all relevant information to staff as the need arises.
- Consult with the staff, in relation to the health and safety of their child and the supervised management of the child's asthma.
- Provide authorisation for their child to self-administer medication, if applicable.

Plan of action for a child with diagnosed asthma

The staff, in consultation 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 4 step Asthma First Aid Plan. This plan will be included as part of a child's Asthma Action Plan and enrolment record.

Action to be taken if a child collapses or has difficulty breathing with a possible asthma attack:

Children with a known asthma condition

Staff will follow the child's Asthma Action Plan for treatment of asthma. If the child's Asthma Action Plan is NOT available, staff should immediately commence the standard asthma emergency protocol detailed below:

Step 1: Sit the child upright and remain calm to reassure them.

Step 2: Without delay, shake a blue reliever puffer (inhaler) and give 4 separate puffs, one puff at a time, through a spacer. After each puff, ask the child to take 4 breaths from the spacer.

Step 3: Wait 4 minutes. If there is no improvement, repeat Step 2.

Step 4: If there is still no improvement after a further 4 minutes - call an ambulance immediately (Dial 000) and state clearly that the child is "having an asthma attack."

Follow all directions from 000 operator while waiting for the ambulance to arrive.

Only staff who have completed a course in Asthma Management may access the blue reliever puffer for First Aid purposes from the First Aid kit.

Children who staff are not aware have pre-existing asthma

In this situation staff will call an ambulance immediately (Dial 000) and state that the child is having breathing difficulty. Staff will follow the advice of the paramedics/medical professionals until the ambulance arrives.

Parents will be contacted as soon as practicable to be advised of their child's condition (see Management of Incident, Injury and Trauma Policy).

Medication may be administered to a child without an authorisation in case of an asthma emergency, as per Regulation 94 of the *Education and Care Services National Regulations*. If medication is administered under this regulation, the Nominated Supervisor will ensure that the parents of the child and emergency services are notified as soon as practicable.

Self-administration of Asthma Medication

Under Regulation 96 of the *Education and Care Services National Regulations*, a child over pre-school age may self-administer medication if authorisation has been obtained for the child on enrolment (see Administration of Medication Policy). A child may carry asthma medication on their person, or in their bag, with parental permission. This will be obtained at the time of enrolment, or at the time the staff are notified of a child's diagnosis.

Where a child carries their own asthma medication/puffer, they are encouraged to report to staff their use of the puffer as soon as possible after administering, or prior to administering (if possible). Staff will then record this in the child's Communication Plan, attached to their individual Risk Minimisation Plan.

Cleaning of devices

Devices (puffers and spacers) from the First Aid Kit must be thoroughly cleaned after each use to prevent cross infection. In most cases, a child will use his/her own puffer and spacer. Devices will be easily cleaned by following these steps:

- Wash devices thoroughly in hot water and kitchen detergent
- Devices will be sterilised via the dishwasher on a separate run
- Devices will not be rubbed dry – all devices will be left to air dry

If any device is contaminated by blood, dispose of it safely and replace the device.

Resources and Support

Asthma Australia

Phone: 1800 278 462

www.asthmaaustralia.org.au

Sources

- Asthma Australia
- Childcare Desktop Policies – Asthma Management Policy
- Education and Care Services National Regulations 2011
- National Quality Standard – Australian Children’s Education and Care Quality Authority
- Work Health and Safety Act 2011

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Version Control			
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v.2.201905	- Updated links to NQS and National Regulations - Added paragraph on self-administration - Added parents required to provide authorisation for their child to self-administer - Adjusted “cleaning of devices” to reflect current procedure at the service - Updated contact details for Asthma Australia	Staff Staff Committee Staff Staff	