



# CS04 – Keeping and use of Emergency Salbutamol Inhalers in School

<b>Last Review Date</b>	November 2017	<b>Next Review Date</b>	November 2018
<b>Leader of Policy Review</b>	Headteacher		
<b>Associated Policies</b>			

**Background:** A change in the regulations covering the use of salbutamol inhalers in school as an emergency treatment for asthma means that a school may now keep and administer these to identified students in their care provided that parental permission is obtained.

## **Who does this policy apply to?**

This policy applies to:

1. a student with diagnosed asthma,
2. who has been prescribed a reliever inhaler
3. and for whom written consent has been obtained from their parent/carer.

This policy also applies to a parent/carer giving or not giving permission for an emergency inhaler to be used in school or on a school organized activity.

This policy also applies to all staff at the school.

## **The keeping of the inhalers.**

The inhalers will be purchased centrally along with appropriate 'spacer' devices and will be kept in the following places in school.

1. The Main School Office.
2. The P.E. Departmental Office.
3. One in each of the 4 House Offices.

There will be a named individual in each area responsible for the care and maintenance of the inhaler and its spacer including the checking of dates. The school leader with responsibility for Health and Safety will also take steps to ensure that all equipment is checked and maintained as required.

Inhalers will be replaced when exhausted or out of date. Unused medicines will be disposed of by returning them to the pharmacy where they were purchased.

The inhaler must always be used with the spacer device provided to ensure that a proper dose is administered. The spacer should then be thoroughly cleaned after use.

Along with each inhaler and spacer there will be a list of all those students in the school for whom written permission has been obtained for their emergency use. **The inhaler may not be used by any other student.**

In addition pre-printed information slips will be kept with the inhalers and list that will inform parents/carers in writing that their child has used an emergency inhaler whilst in school.

**THE INHALER WILL NOT BE USED BY ANY STUDENT FOR WHOM WRITTEN CONSENT HAS NOT BEEN OBTAINED**

**When will he inhalers be used?**

The inhalers may be used if:

The student is a diagnosed with asthma AND has been prescribed an inhaler that is not available to them at the time AND the school has written permission from parents/carers to administer the emergency salbutamol inhaler held in school.

In the opinion of a trained first aider, acting according to their training, the use of the inhaler is appropriate.

It is in accordance with the care plan (held in the Main School Office) for that student.

**Who will supervise the use of the inhaler?**

Only qualified first aiders employed by the school, acting in accordance with their training and this policy, may supervise and assist a student in using an emergency salbutamol inhaler.

The inhaler must always be used with the spacer device provided to ensure that a proper dose is administered. The spacer should then be thoroughly cleaned after use.

**Informing Parents/carers and keeping a record.**

Parents/carers will be informed of the use of the emergency inhaler in writing using the pre-printed slips provided. It is also recommended that they are informed by telephone of the action taken in school.

A record will be kept in the Main School Office on the proforma used for students reporting sick.

**Note:**

**It is important to remember that asthma is a potentially life threatening condition and must never be ignored. Students must never be left alone if it is suspected that they are having an asthma 'attack'.**

**If a student is not recovering from an asthma attack even after medication then an ambulance MUST be called.**

**Adults on site who ask to use an emergency salbutamol reliever may be allowed to do so without a note from their mum.**