

Early Childhood Management Services

Quality Area 2: Children’s Health and Safety Early Childhood Education

Asthma Prevention and Treatment Policy

Purpose

This policy will outline the procedures to:

- Ensure Educators, staff and parents/guardians are aware of their obligations and the best practice management of asthma at [Service Name]
- Ensure that all necessary information for the effective management of children with asthma enrolled at [Service Name] is collected and recorded so that these children receive appropriate attention when required
- Respond to the needs of children who have not been diagnosed with asthma and who experience breathing difficulties (suspected asthma attack) at the service.

This policy should be read in conjunction with the Dealing with Medical Conditions Policy.

Background

Asthma is a chronic health condition affecting approximately 1 in 10 Australian children and it is one of the most common reasons for childhood admission to hospital. Community education and correct asthma management will assist to minimise the impact of asthma.

Generally, children under six years do not have the skills and ability to recognise and manage their own asthma effectively.

Studies show (Rubinfield, A.R. Pitman Health Information Series) that most fatal attacks of asthma develop over a period of hours and that fatality has been due to long term symptoms. It is therefore imperative that Educators be kept informed of each individual child’s condition, trigger factors and prescribed medication. This will deter the onset of an attack and failing this, equip Educators with the necessary tools to deal with a potentially life threatening situation.

Document Name: Asthma Policy	Next Review Date: January 2020	Dates reviewed: September 2016, January 2019
Document Owner: Director ECE	File Location: Inside Play Resources Policy and Procedure	Release date: July 2014 Page 1 of 5

Principles

Asthma management is a shared responsibility. ECMS recognises the need to educate its staff and parents about asthma and to promote responsible asthma management strategies. We will:

- Raise the awareness of asthma amongst those involved in our services
- Implement strategies to ensure the health and safety of all persons with asthma involved with our services
- Provide an environment in which children with asthma can participate in all activities to the full extent of their capabilities
- Provide a clear set of guidelines and expectations to be followed with regard to the management of asthma
- Ensure all Educators have attended an Asthma Accreditation Course.

Scope

All ECMS staff

Roles and responsibilities

Director, Operations	Accountable for: <ul style="list-style-type: none"> • Ensuring implementation and compliance with this policy and procedure.
Area Managers	Responsible for: <ul style="list-style-type: none"> • Ensuring implementation and compliance with this policy and procedure • Undertake the responsibilities as outlined in the policy and procedure.
Nominated Supervisors and Centre Directors	Responsible for: <ul style="list-style-type: none"> • Provide all staff with access to the children's health and asthma policy and brief them on asthma procedures in their induction • Ensure that at least one staff member who has completed accredited asthma training (Emergency Asthma Management) is on duty whenever children are being cared for or educated • Identify children with asthma during the enrolment process and inform staff • Provide access to the asthma policy and an asthma action plan to all parents of children with asthma at enrolment (see enrolment form).

Document Name: Asthma Policy	Next Review Date: January 2020	Dates reviewed: September 2016, January 2019
Document Owner: Director ECE	File Location: Inside Play Resources Policy and Procedure	Release date: July 2014 Page 2 of 5

	<ul style="list-style-type: none"> • Store asthma action plans in the child’s enrolment record and display actions plans in appropriate areas of the centre • Encourage open communication between parents/guardians and Educators regarding the status and impact of a child’s asthma. • Display asthma first aid poster in suitable locations • Include asthma information in the newsletters and have brochures available • Ensure child’s asthma action plan is displayed for a child with asthma that requires particular treatment or first aid while at the centre in conjunction with the child’s parents/guardians and doctor and where appropriate the child • Ensure housekeeping and gardening is planned to minimise exposure to potential asthma triggers in accordance with child’s risk minimisation plan and that this information is transferred to the service risk minimisation and communication plan.
Educators	<p>Responsible for:</p> <ul style="list-style-type: none"> • Ensure that they maintain current accreditation in emergency asthma management training (valid for three years) • Ensure they are aware of the children in their care with asthma. • In consultation with the family, ensure 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 all regular prescribed asthma medication is administered according to the child’s asthma action plan • Administer emergency asthma medication according to the child’s asthma action plan. If no asthma action plan is available follow the asthma first aid plan • Communicate regularly with families about the status and impact of a child’s asthma.
Parent/guardians	Responsible for:

Document Name: Asthma Policy	Next Review Date: January 2020	Dates reviewed: September 2016, January 2019
Document Owner: Director ECE	File Location: Inside Play Resources Policy and Procedure	Release date: July 2014 Page 3 of 5

	<ul style="list-style-type: none"> • Inform the Nominated Supervisor or FDC Educator at enrolment or on initial diagnosis, that their child has a history of asthma • Provide all relevant information using the asthma action plan at enrolment or within 7 days of enrolment • Notify Educators in writing of any changes to the asthma action plan. • Ensure that their child has an adequate supply of their asthma medication, including reliever, spacer and face mask at all times • Comply with the medication policy • Communicate regularly with Educators about the status and impact of a child's asthma • In consultation with educators, ensure the health and safety of their child through supervised management of the child's asthma.
Children	<p>Responsible for:</p> <ul style="list-style-type: none"> • Be encouraged to recognise their early asthma symptoms and to tell staff • Where authorised to self-administer medication seek their reliever medication as soon as their symptoms develop.

Related legislation	<ul style="list-style-type: none"> • Education and Care Services National Law Act 2010: Sections 167, 169, 174 • Education and Care Services National Regulations 2011: Regulations 90, 92, 93, 94, 95, 96, 136, 137 • Health Records Act 2001 (VIC) • Privacy Act 1988 (Cth) • Privacy and Data Protection Act 2014 (VIC) • Public Health and Wellbeing Act 2008 (VIC) • Public Health and Wellbeing Regulations 2009 (VIC)
Related ECMS policy and procedure	<ul style="list-style-type: none"> • Medication • Anaphylaxis • Dealing with Medical Conditions • Emergency Management • Excursions • Incident, Injury, Trauma and Illness

Document Name: Asthma Policy	Next Review Date: January 2020	Dates reviewed: September 2016, January 2019
Document Owner: Director ECE	File Location: Inside Play Resources Policy and Procedure	Release date: July 2014 Page 4 of 5

	<ul style="list-style-type: none"> • Privacy and Confidentiality • Staffing Arrangements.
Sources and further reading	Asthma Australia: www.asthmaaustralia.org.au The Asthma Foundation of Victoria: www.asthma.org.au or phone (03) 9326 7088 or 1800 278 462 (toll free)
Related to NQS Q.A	2: Children's Health and Safety
Attachments	Asthma Action Plans

Document Name: Asthma Policy	Next Review Date: January 2020	Dates reviewed: September 2016, January 2019
Document Owner: Director ECE	File Location: Inside Play Resources Policy and Procedure	Release date: July 2014 Page 5 of 5