

## ASTHMA MANAGEMENT

### Quality Area 2: Children's Health and Safety

- 2.1 Each child's health is promoted
- 2.2 Healthy eating and physical activity are embedded in the program for children
- 2.3 Each child is protected
- 2.3.2 Every reasonable precaution is taken to protect Children from harm and any hazard likely to cause injury

### Education and Care Services National Regulations

- 87 Incident, injury, trauma and illness record
- 89 First Aid kits
- 90 Medical conditions policy
- 91 Medical conditions policy to be provided to parents
- 92 Medication record
- 93 Administration of medication
- 94 Exception to authorisation requirement-anaphylaxis or asthma emergency
- 95 Procedure for administration of medication
- 96 Self administration of medication
- 161 Authorisations to be kept in enrolment record
- 162 Health information to be kept in enrolment record
- 176 Time to notify certain information to regulatory authority

*Asthma is a chronic health condition affecting approximately 15% of children. 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. It is generally accepted that children under the age of six do not have the skills or ability to recognise and manage their own asthma effectively. With this in mind, our Service recognises the need to educate its staff and families about asthma and to promote responsible asthma management strategies.*

**PURPOSE** To provide a safe and healthy environment for all children enrolled at the service and to provide an environment in which all children with Asthma can participate to their full potential

**POLICY** To maintain the Health and wellbeing of children within the service, including those who have been diagnosed with Asthma, Educators, educator assistants, relief educators and staff will all complete an approved qualification in asthma management which is updated every three years.

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## **BACKGROUND**

Asthma is a chronic, treatable health condition affecting approximately one in 10 Australian children. It is the most common reason for childhood admission to hospital. With good asthma management, people with asthma need not restrict their daily activities. Community education assists in generating a better understanding of asthma within the community and minimising its impact.

Symptoms of asthma include wheezing, coughing (particularly at night), chest tightness, difficulty in breathing and shortness of breath, and symptoms may vary between children. It is generally accepted that children under six years of age do not have the skills and ability to recognise and manage their own asthma without adult assistance. With this in mind, our Service recognises the need to educate the staff and parents/guardians about asthma and to promote responsible asthma management strategies.

## **DUTY OF CARE**

Our service has a legal responsibility to provide

- a. A safe environment
- b. Adequate Supervision

Educators, educator assistants and staff need to know enough about Asthma reactions to ensure the safety of children.

A copy of all medical conditions policies will be available to all educators and staff and families of the Service. It is important that communication is open between families and educators to ensure appropriate asthma management.

It is imperative that all educators and staff at the Service follow a child's Medical Management Plan in the event of an incident related to a child's specific health care need, allergy or medical condition.

## PROCEDURE

### The service will ensure:

- All staff and educators read and are aware of all medical condition policies and procedures, and ensuring that they are aware of asthma management strategies upon engagement at the Service
- That all staff and educators' approved first aid qualifications, anaphylaxis management training and Emergency Asthma Management (EAM) training are current, meet the requirements of the National Law and National Regulations, and are approved by ACECQA
- The details of approved Emergency Asthma Management (EAM) training are included on the educator register and staff records
- Parents are provided with a copy of the service's Asthma Policy upon enrolment of their child
- That when medication has been administered to a child in an asthma emergency without authorisation from the parent/guardian or authorised nominee, the parent/guardian of the child and emergency services are notified as soon as is practicable
- Asthma Action Plan are completed in consultation with, and signed by, a medical practitioner and provided to the service prior to care starting and annually or earlier if altered.
- To develop a Risk Minimisation Plan for every child with asthma, in consultation with parents/guardians.
- A medication record is kept for each child to whom medication is to be administered
- Families of all children with asthma provide reliever medication and a spacer (including a child's face mask, if required) at all times their child is attending the Service
- The asthma first aid procedure is consistent with current national recommendations
- That all educators and staff are aware of the asthma first aid procedure
- Where an educator provides reliever medication for emergency purposes, the expiry date of reliever medication is checked regularly and replaced when required.
- Communication between educators and parents/guardians regarding the Service's Asthma Policy and strategies are reviewed and discussed regularly to ensure compliance

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- All educators and staff are able to identify and minimise asthma triggers for children attending the Service, where possible
- That children with asthma are not discriminated against in any way
- That children with asthma can participate in all activities safely and to their full potential
- To communicate any concerns with parents/guardians regarding the management of children with asthma at the Service
- That medication is administered in accordance with the Administration of Medication Policy

#### **Educators will ensure:**

- They are aware of the services Asthma Policy and asthma first aid procedure (ensuring that they can identify children displaying the symptoms of an asthma attack and locate their personal medication, and Asthma Action Plans
- To maintain current approved Asthma Management qualifications
- They are able to identify and, where possible, minimising asthma triggers as outlined in the child's Asthma Action Plan
- Asthma first aid kit, children's personal asthma medication and Asthma Action Plans are taken on excursions or other offsite events
- To administer prescribed asthma medication in accordance with the child's Asthma Action Plan and the services Administration of Medication Policy.
- A Risk Minimisation Plan is developed for every child with asthma in consultation with parents/guardians
- To discuss with parents/guardians the requirements for completing the enrolment form and medication record for their child
- To consult with the 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
- Communicate any concerns to parents/guardians if a child's asthma is limiting his/her ability to participate fully in all activities
- That children with asthma are not discriminated against in any way
- That children with asthma can participate in all activities safely and to their full potential

**Families will:**

- Read the services Asthma Management Policy
- Inform staff, either on enrolment or on initial diagnosis, that their child has asthma
- Provide a copy of their child's Asthma Action Plan to the service and ensuring it has been prepared in consultation with, and signed by, a medical practitioner.
- Have the Asthma Action Plan reviewed and updated at least annually
- Ensure all details on their child's enrolment form and medication record are completed prior to commencement at the service
- Work with educators to develop a Risk Minimisation Plan for their child
- Provide an adequate supply of appropriate asthma medication and equipment for their child at all times
- Notify educators and staff of any changes to the information on the Asthma Action Plan, enrolment form or medication record
- Communicate regularly with educators/staff in relation to the ongoing health and wellbeing of their child, and the management of their child's asthma
- Encourage their child to learn about their asthma, and to communicate with educators if they are unwell or experiencing asthma symptoms.

**Plan of action for a child with diagnosed asthma**

The staff, together 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 Asthma First Aid Plan. This plan will be included as part of, or attached to, the child's asthma action plan and enrolment record. This plan should include action to be taken where the parents/guardians have provided asthma medication, and in situations where this medication may not be available.

**Source**

- Australian Children's Education & Care Quality Authority. (2014).
- Guide to the Education and Care Services National Law and the Education and Care Services National Regulations
- ECA Code of Ethics.

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- Guide to the National Quality Standard.
- Staying Healthy in Child Care. 5<sup>th</sup> Edition
- Asthma Australia – [www.asthmaaustralia.org.au](http://www.asthmaaustralia.org.au)

**Associated Forms/information:**

- Incident, injury, trauma and illness form
- Educator's daily hazard checklist
- Routine and non routine excursion Risk assessment
- Family enrolment forms
- Educator compliance folder