



'Doing our best to achieve our best'

Clarendon Primary School, Nursery & Family Centre

Guidance Notes of the use of Emergency Inhalers and Auto-Injectors (AAI's)

Emergency Inhalers

For the purpose of this document "asthma" refers to the formal diagnosis of asthma or the prescription of a Salbutamol inhaler.

In order to meet current statutory guidance we will continue to:

- Develop policies for supporting pupils with medication conditions
- Develop individual Health Care Plans for pupils with medical conditions
- Have procedures in place for managing medicines on school premises
- Ensure staff are appropriately supported and trained (See appendix 1)

In practise we will adhere to the following procedure set out as guidance:

- We will purchase salbutamol inhalers to be used only in emergencies. The emergency salbutamol inhaler will only be used by children who either have a diagnosis of asthma, and a prescribed salbutamol inhaler, or have a history of wheezy episodes or have been prescribed salbutamol inhaler within the last 12 months.
- A register of those diagnosed with Asthma will be held and reviewed annually.
- Children on the Asthma register will have an individual Health Care Plan; this will be reviewed annually or as and when medical information changes. (**N.B** – Parents/carers will be encouraged to provide this information.)
- A 'pupil medication request form' will be completed for the administration of inhalers.
- Parents/Carers will be asked to give written consent for the use of the emergency inhaler. (See appendix 2).
In the case that a pupil is suspected to be having an asthma attack and they do not have their own inhaler and/or parental consent has not been confirmed for the use of the emergency inhaler, then a member of staff should call 999 and ask whether to use the emergency salbutamol inhaler.
- The emergency inhalers will be stored according to school policy and procedures. (*This may include them being kept in a clearly labelled emergency inhaler kit for ease of use and whether this is required to be taken on school excursions.*)
- Staff will encourage children to manage their Asthma needs and use the 'My Asthma Plan' to support this.
- The Welfare lead will ensure asthma medication has not expired and will liaise with parents/cares to provide further medication if needed and/or order more emergency inhalers.
- The disposal of expired medication will follow school policy and procedures.
- We will record any use of the emergency inhaler in line with school policy and procedures.
- We will liaise with the School Nurse to discuss any concerns regarding the management of a child's asthma and follow any guidance given.

Emergency adrenaline auto-injectors (AAI's)

In order to meet current statutory guidance we will continue to:

- Develop policies for supporting pupils with medication conditions
- Develop individual Health Care Plans for pupils with medical conditions
- Have procedures in place for managing medicines on school premises
- Ensure staff are appropriately supported and trained (See appendix 1)

In practise we will adhere to the following procedure set out as guidance:

- We will purchase adrenaline auto-injectors (AAI's) to be used only in emergencies. The AAI's will only be used by children who have a prescribed AAI, (documentation of this will be kept in their allergy plan/information documentation) and where written parental consent has been provided. (See appendix 2).
However, should a staff member suspect an anaphylactic reaction, where these conditions have not been met, a member of staff should call 999 and ask whether to use the emergency AAI. If in doubt, the AAI should be used as delays in administering AAI's have been associated with fatal outcomes.
- A register of children prescribed with an AAI will be held and reviewed annually.
- Children with a prescribed AAI will have an individual Health Care Plan, this will be reviewed annually or as and when allergy/medical information changes. Parents/carers will be encourage to provide this information.
- AAI's will be stored according to school policy and procedures. *(This may include them being kept in a clearly labelled emergency AAI kit for ease of use and, where required, when taken on school excursions.)*
- The Welfare lead will ensure AAI medication has not expired and liaise with parents/cares to provide further medication if needed and/or order more emergency AAI.
- The disposal of expired medication will follow school policy and procedures.
- We will record any use of the emergency AAI's in line with school policy and procedures.
- We will liaise with the School Nurse to discuss any concerns regarding the management of a child's allergy/medication needs for being prescribed an AAI and follow any guidance given.

The above information has been summarised from:

1. **Supporting pupils at school with medical conditions.** *Statutory guidance for governing bodies of maintained schools and proprietors of academies in England. Department of Education. December 2015*
2. **Guidance on the use of emergency salbutamol inhalers in schools.** *Department of Health. March 2015*
3. **London schools' guide for the care of children and young people with asthma.** *Pre-school, primary and secondary school years. Healthy London Partnership. April 2016*
4. **Guidance on the use of adrenaline auto-injectors in schools.** *Department of Health. September 2017*

N.B. The current supply of AAI's is at a National Shortage. We have a request in waiting to purchase new AAI's as current stock held on site has expired. This will be actioned as soon as they are available to be despatched.

Appendix 1

Audit checklist

Suggested audit checklist - this includes the Asthma and Allergy friendly standards.

Number of pupils in school	
Number of pupils on the asthma register	
Number of pupils on the allergy register	
Total number of staff	
Number of staff completed asthma training	
Number of staff completed allergy/anaphylaxis training	

1.All staff aware of school asthma and allergy policy	Yes No Action
2.Asthma and Allergy Register up-to-date including parental consent for use of the emergency salbutamol inhaler and emergency adrenaline auto-injectors	Yes No Action
3.Emergency inhaler and emergency AAI kits available	Yes No Action
4.All pupils on the registers have an up-to-date asthma/allergy management plan	Yes No Action
5.School staff - asthma and anaphylaxis training completed	Yes No Action
6.A member of staff is responsible for maintaining standards.	Yes No Action

Appendix 2

Parental Consent form

Parent/Guardian consent form: Use of the Emergency Salbutamol inhaler (**N.B** – *This can be amended for the use of the emergency AAI*)

Child's name:.....

Class:.....

1. I confirm that my child has been diagnosed with asthma and/or has been prescribed a salbutamol inhaler in the last 12 months for an episode of wheeze, (delete as appropriate).
2. I confirm that my child has a working, in-date salbutamol inhaler, which is clearly labelled with their name. They will bring this with them to school every day **OR** we ensure there is a working, in-date salbutamol inhaler stored for use in the school.
3. I confirm that my child has a spacer which they will bring with them to school every day **OR** which is stored for use in school.
4. I confirm that my child has an up-to-date asthma management plan available at school.
5. I consent for my child to receive salbutamol from an emergency inhaler held by the school in the event that my child shows symptoms of asthma or is having an asthma attack, and their inhaler is not available or is unusable.

Signed:.....

Date:

Name (print):.....

Parent's address:.....

Telephone number:.....

Email address:.....