Asthma Policy

1. Aim

It is the aim of UWS Early Learning that children with asthma are provided with the same experiences as other children and receive appropriate attention as required. Play and exercise are encouraged in a positive, safe and accepting environment. Children will be assisted to understand medication and to increase confidence.

2. Legislative Requirements

Education and Care Services National Law and the Education and Care Services National Regulations 2011:

90 Medical conditions policy

(1) The medical conditions policy of the education and care service must set out practices in relation to the following:
   a) the management of medical conditions, including asthma, diabetes or a diagnosis that
   b) a child is at risk of anaphylaxis

136 First aid qualifications

(1) The approved provider of a centre-based service must ensure that the following persons are in attendance at any place where children are being educated and cared for by the service, and immediately available in an emergency, at all times that children are being educated and cared for by the service:
   a) at least one educator who holds a current approved first aid qualification;
   c) at least one educator who has undertaken current approved emergency asthma

Link to National Quality Standard 2011

2.1.1 Each child’s health needs are supported

Occupational Health & Safety Act 2000
Occupational Health and Safety Regulations 2001 (NSW)

3. Who is affected by this policy?

a) Child
b) Families
c) Staff
d) Management

4. Implementation

Management will:
A. Identify children with asthma during the enrolment process.
B. Provide families with a copy on the Asthma policy upon enrolment.
C. Provide staff with a copy of the Asthma policy.
D. Staff will attend asthma training every three years.
E. Request families complete an Asthma Management Plan for children with asthma upon enrolment.
F. Ensure all staff are informed of the children with asthma in their care and each child’s Management Plan.
G. Ensure that an Asthma First Aid poster is displayed in a key location.
H. Encourage open communication between families and staff.
I. Identify and, where practicable, minimize asthma triggers.

Staff will:
A. Ensure that they maintain current Asthma First Aid Training.
B. Ensure that they are aware of children in their care with asthma and their Management Plan.
C. In consultation with the family, optimize the health and safety of each child through supervised management of the child’s asthma.
D. Ensure they administer only prescribed medication.
E. Ensure that no medication prescribed for anyone other than a particular child will be given and all medication must be clearly marked with the child’s name.
F. Ensure that all regular prescribed asthma medication is administered in accordance with the information on the child’s Asthma Management Plan.
G. Administer medication (on a non-emergency basis) as recorded in the Management Plan by the parent/guardian. Each time medication is administered, it will be recorded by a staff member and signed.
H. Promptly communicate, to management and families, if they are concerned about a child’s asthma limiting his/her ability to participate fully in all activities.
I. Provides families with details of Asthma Foundation NSW
   a) www.asthmansw.org.au
   b) 1800 645 130

Families will:
A. Inform staff, either upon enrolment or on initial diagnosis, that their child has a history of asthma.
B. Provide all relevant information regarding the child’s asthma via the Asthma Management Plan as provided by the child’s doctor.
C. Notify the staff, in writing, of any changes to the Asthma Management Plan during the year.
D. Ensure that their child has an adequate supply of appropriate medication (reliever) and spacer device clearly labeled with the child’s name including expiry dates.

E. Communicate all relevant information and concerns to staff as the need arises.

F. Give written authority for medication to be dispensed by filling in a Medication Form. If the Medication Form is not filled in, except in the case of an emergency, medication will not be administered on that day.

G. Not leave medications in your child’s bag or locker. Provide all medications to a staff member (rather than leave it in a child’s bag or locker).

The Licensee/Director/Supervisor will ensure that this policy is maintained and implemented at all times.

5. Sources

- Education and Care Services National Law and the Education and Care Services National Regulations 2011
- National Quality Standard 2011
- Workplace Health and Safety 2011
- Community Child Care Co-operative

6. Review

The policy will be reviewed annually. Review will be conducted by management, employees, parents and any interested parties.

Reviewed: 20.02.12
Date for next review: 20.02.13

Approved by UWSELL Board
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