



"Caring for Excellence"

Asthma Policy

Child Safe

Viewbank College is a child safe environment in accordance with the Victorian Government Guidelines. Viewbank College actively promotes the safety and wellbeing of all students, and all school staff are committed to protecting students from abuse or harm in the school environment, in accordance with their legal obligations including child safe standards. Viewbank College has a Child Safety Code of Conduct consistent with the Department of Education and Training's exemplar.

Rationale

To maintain the wellbeing and safety of all students with asthma, both at school and during extra-curricular activities.

Aims

- To have information systems/programs available which identify students with asthma and their asthma medication needs.
- To maintain up-to-date Asthma Emergency Kit's that are readily available.
- To ensure that staff who have contact with students know how asthma is managed.
- To keep parents/caregivers informed about their child's asthma at school.
- To provide a safe and supportive environment for children with asthma.

Guidelines

- Parents/Caregivers should be encouraged to provide information about a student's asthma:
 - on enrolment at the College
 - at annual updates of student details
 - when newly diagnosed
- Parents/Caregivers with children who have diagnosed asthma are to provide the College with a labelled up-to-date asthma inhaler and spacer, to be stored in sickbay or carried with the student at all times.
- Children's reliever medication should always be easily accessible.
- All school records should be updated and readily accessible.
- Up-to-date Asthma Emergency Kits should be available on College grounds and during extra-curricular activities. A staff member should be designated to ensure kits are maintained and reliever medication is current, with at least two spacers per kit.
- Spacers are single use, and should be discarded after one time use or allocated to the student who has used the device in the sickbay cabinet with a name label.
- Asthma education is to be provided for staff, to recognise asthma symptoms, what to do in the event of an asthma attack/emergency, and how to treat these symptoms.
- Parents/Caregivers should be informed if their child has an asthma attack at school, or if there are concerns that asthma is having an effect on the child's work or recreation.

- Staff will administer emergency procedures, including administering reliever medication, to a student with asthma, or to a student presenting with asthma for the first time.
- Parents/Caregivers will be consulted via phone if their child requires or has been administered medication. In the event of a first time asthma attack, and a student requires immediate administration of medication to prevent serious illness/injury, and where parents are unable to be contacted or it is otherwise impracticable to do so, staff will administer Ventolin as per Asthma Foundation recommendations.
- Parents should be informed of this policy and notified if there are any changes made.
- Viewbank College is a smoke-free school.

Responsibilities

Parents/Caregivers

- Should ensure the College has the necessary information to help manage the child's asthma at school.

Students

- Should have ready access to their own inhaler and spacer at all times.

Staff

- Should know how to recognise asthma symptoms and have a plan for responding to asthma attacks at school and during extracurricular activities.
- Should ensure parents are informed of asthma attacks and any effect asthma may be having on the child at school.
- Designated staff should ensure records and Asthma emergency kits are up-to-date.