



**MARIAN
COLLEGE**

Asthma Policy and Procedure

Marian College (the College), inspired by the Brigidine Sisters and Gospel teachings, fosters a nurturing environment focused on strength and kindness. Our Vision Statement guides us as an educational community, emphasising faith, love, service, achievement, and forward-thinking.

The College is owned by the Trustees of Kildare Ministries and is operated and governed by Kildare Education Ministries (KEM).

Purpose

The College is committed to providing, as far as is practical, a safe and supportive environment in which students at risk of asthma can participate equally in all aspects of the student's schooling. The purpose of this policy is to explain to Marian College parents/carers, staff and students the processes and procedures in place to support students diagnosed with asthma

Policy

The College will follow the Asthma School Guidelines Victoria 2017 alongside the Asthma Foundation of Victoria for the implementation of individual action plans for those students who suffer from asthma.

This policy applies to:

- All staff, including casual relief staff, contractors and volunteers.
- All students who have been diagnosed with asthma or who may require emergency treatment for asthma and their parents/carers.

The College will ensure that students who suffer from asthma are identified and an Asthma Action Plan is provided by the family and stored and accessible to relevant staff at the College.

The College will ensure all staff receive regular training in asthma treatment practices with the Asthma First Aid Management for Education Staff online by the Asthma Foundation of Australia, valid for 3 years with an annual refresher training undertaken as per the Colleges annual training schedule.

The College will ensure each identified student's Asthma Action Plan is:

- Updated annually as part of the re-enrolment process.
- Is updated if there is a change in medication or medical status.
- Resides in the student's personal file and can be accessed at the front office.
- A copy of all Asthma Action Plans will reside in the front office where they are easily accessible to first aid staff and front office staff.
- Any student identified as suffering from Asthma is tagged as such on SEQTA (school administration software).
- A list of asthma sufferers together with a copy of all Asthma Action Plans will be contained within a folder that is taken on all overnight camps.

Students attending the College will be:

- Encouraged to carry or have available their spacer (if one is used) and their own prescribed asthma medication and to self-administer as necessary.
- Encouraged to take reliever medication as soon as any asthma-like symptoms develop.

Parents/Carers of asthmatic students attending the College:

- Will complete the written authority section of Asthma Action Plan for College staff to administer prescribed medications should their child need assistance.
- Will be responsible for ensuring that their child has an adequate supply of appropriate asthma medication at the College.
- Will provide an updated Asthma Action Plan annually or at any time changes occur.
- Parents should consent to a photo of the student to be included as part of the students Asthma Action Plan.

Asthma emergency response plan

If a student is:

- Having an asthma attack.
- Difficulty breathing for an unknown cause, even if they are not known to have asthma.

School staff will endeavour to follow the Asthma First Aid procedures outlined in the table below.

School staff may contact Triple Zero “000” at any time.

Step	Action
1	Sit the person upright <ul style="list-style-type: none"> ● Be calm and reassuring. ● Do not leave them alone. ● See assistance from another staff member or reliable student to located the student’s reliever, the Asthma Emergency Kit and the students Asthmas Action Plan. ● If the student’s action plan is not immediately available, use the Asthma First Aid as described in steps 2 to 5.
2	Give 4 separate puffs of blue or blue/grey reliever puffer: <ul style="list-style-type: none"> ● Shake the puffer. ● Use a spacer if you have one. ● Put 1 puff into the spacer. ● Take 4 breaths from the spacer. REMEMBER – Shake – Puff – 4 breaths.
3	Wait 4 minutes <ul style="list-style-type: none"> ● If there is no improvement, give 4 more separate puffs or blue/grey reliever as above (or give 1 more dose of Bricanyl or Symbicort inhaler).
4	If there is still no improvement call Triple Zero “000” and ask for an ambulance <ul style="list-style-type: none"> ● Tell the operator the student is having an asthma attack ● Keep giving 4 separate puffs every 4 minutes until emergency assistance arrives (or 1 dose of Bricanyl or Symbicort every 4 minutes – up to 3 doses of Symbicort).
5	If asthma is relieved after administering Asthma First Aid, stop the treatment and observe the student. Notify the student’s emergency contact person and record the incident.

Staff will call Triple Zero “000” immediately if:

- The person is not breathing.
- If the person’s asthma suddenly becomes worse or is not improving.
- If the person is having an asthma attack and a reliever is not available.
- If they are not sure if it is asthma.
- If the person is known to have anaphylaxis.

Prevention Strategies

Marion College has considered risk minimisation and prevention strategies for all attendees in school and out of school setting, which include (but are not limited to) the following.

- During classroom activities.
- between classes and other breaks.
- During recess and lunch times.
- Before and after school.



- Special events including incursions, sports, excursions and camps

To reduce triggers, the College will:

- Plant low allergen plants.
- Limit dust by having curtains and carpets regularly cleaned.
- Heating and cooling systems are regularly cleaned to reduce dust.
- The use of maintenance chemicals such as paint will be restricted to out of school hours where possible.

Thunderstorm Asthma

Thunderstorm asthma is a form of asthma that is triggered by an uncommon combination of high pollen (usually during late Spring to early Summer) and a certain kind of thunderstorm. Anyone can be affected, even if they don't have a history of asthma.

People at increased risk have a history of asthma, have unrecognised asthma, have hay fever (allergic rhinitis), particularly seasonal hay fever, or are allergic to grass pollen.

People experiencing asthma symptoms even if for the first time should not ignore it, and should seek medical advice as soon as possible. An asthma flare up can vary in severity and can be life threatening. If there are signs that a person's condition is deteriorating, urgent care should be sought. Call Triple Zero (000).

When made aware of a forecasted thunderstorm in the pollen season particularly on days with a HIGH or EXTREME pollen count. Students should stay indoors with doors and windows closed until the storm front has passed.

Exercise Induced Asthma (EIA)

If a student has diagnosed EIA, the College will ensure that they allow adequate time for the following procedures before, during and after exercise:

Before

- Reliever medication to be taken by the student 5 to 20 minutes before activity.

During

- If symptoms occur, student is to stop activity, take reliever medication and only return to activity once symptom free.
- If symptom reoccurs, student is to take relieve medication and cease activity.

After

- Ensure cool down activity is undertaken.
- Be alert for symptoms.

If a student has an asthma attack during exercise, follow their Asthma Action Plan if easily accessible or commence first aid procedure.

Asthma/Anaphylaxis Emergency Kit

The College will provide and maintain an Asthma & Anaphylaxis Emergency Kit kept in the front office AD09 with the College Emergency Management equipment.

This kit will contain:

- At least 2 blue/grey reliever medication such as Airomir, Admol or Ventolin.
- At least 2 spacer devices (single person use only) to assist with effective inhalation of the blue/grey reliever medication.
- At least 2 EpiPens.

The Risk & Compliance Officer will:

- Maintain and replace contents of the Asthma/Anaphylaxis Kit where necessary.
- Tegularly check the expiry date on the canisters and replace them if necessary.
- Teplace spacers in the Kits after each use (spacers are single-person use only).
- Dispose of any previously used spacers



Communication Plan

This section sets out the Colleges Communication Plan that provides information to all school staff, students and parent/carers about asthma and the Colleges Asthma Management Policy and how to respond to an asthma attack by a student in various environments including:

- During normal school activities including in the classroom, in the school yard, in all school buildings and sites including gymnasiums and halls.
- During off site or out of school activities, including on excursions, school camps and at special events conducted or organised by the College.

Communication Provided	Timing	Target Audience
A list of all Asthmatic students (and other medical conditions) will be provided on summary asthma page that has students photos to easily identify student.	Term 1 (first day and when changes occur or new students join)	All Staff
Provide accredited Asthma training.	Every 2 years	All Staff
Camps & Excursions If required, the College will consult parents/carers of the asthmatic student in advance to discuss plans for appropriate management of asthma. Taking students provided medication on all College excursions and camps.	As required	Staff, parents/carers
First Aid Coordinator advises parents of requirements to obtain Asthma Action Plan for student prior to commencing new school year or if any changes to students condition between that period.	Term 4 prior to school closing and as required	Staff, parents/carers
CRT briefed at the start of day by a school staff member about student/s with medication conditions present in their care.	As required	Staff, CRT staff

Definitions

For the purpose of this policy the following terms are defined as follows:

Asthma	Demonstrating the values of honesty, trust, fairness, respect, and responsibility in all academic endeavours, including preparing and presenting work for assessment.
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Supporting Documentation:

- [Asthma Action Plan](#)
- [Asthma Australia](#)

Legislation and Standards:

Disability Discrimination Act 1992 (Cth)

Equal Opportunity Act 2010 (Vic.)

Occupational Health and Safety Act 2004 (Vic.)

Document History

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