



ASTHMA MANAGEMENT POLICY

POLICY STATEMENT:

- Asthma is a chronic health condition affecting approximately 15% of children and is one of the most common reasons for childhood admission to hospital.
- Community education and correct asthma management will assist in minimizing the impact of asthma.
- Children under six years of age generally lack the ability to recognize and manage their own asthma effectively.
- Our Out of School Hours Care (OSHC) Service is committed to educating staff and families about asthma and implementing responsible asthma management strategies.

PURPOSE:

- To provide a safe and healthy environment for children with asthma to participate in all activities.
- To ensure all staff, educators, and volunteers follow the Asthma Management Policy and procedures, and children's medical management plans.
- To support families in understanding and managing their child's asthma while at the service.

SCOPE: This policy applies to children, families, staff, management, the approved provider, nominated supervisor, students, volunteers, and visitors of the OSHC Service.

NATIONAL QUALITY STANDARD (NQS):

Quality Area	Standard	Element	Description
2.1	Health	2.1.1	Each child's wellbeing and comfort is provided for, including appropriate opportunities to meet each child's needs for sleep, rest, and relaxation.
2.1	Health	2.1.2	Effective illness and injury management and hygiene practices are promoted and implemented.
2.2	Safety	2.2.1	At all times, reasonable precautions and adequate supervision ensure children are protected from harm and hazard.
2.2	Safety	2.2.2	Plans to effectively manage incidents and emergencies are developed in consultation with relevant authorities, practiced, and implemented.



EDUCATION AND CARE SERVICES NATIONAL LAW AND NATIONAL REGULATIONS:

Section/Regulation Description

S. 165	Offence to inadequately supervise children
S. 167	Offence relating to protection of children from harm and hazards
S. 172	Failure to display prescribed information
Reg. 12	Meaning of a serious incident
Reg. 85	Incident, injury, trauma, and illness policies and procedures
Reg. 86	Notification to parents of incident, injury, trauma, and illness
Reg. 87	Incident, injury, trauma, and illness record
Reg. 88	Infectious diseases
Reg. 89	First aid kits
Reg. 90	Medical conditions policy
Reg. 90(1)(iv)	Medical Conditions Communication Plan
Reg. 91	Medical conditions policy to be provided to parents
Reg. 92	Medication record
Reg. 93	Administration of medication
Reg. 94	Exception to authorisation requirement—anaphylaxis or asthma emergency
Reg. 95	Procedure for administration of medication
Reg. 96	Self-administration of medication
Reg. 101	Conduct of risk assessment for excursion
Reg. 136	First aid qualifications
Reg. 162	Health information to be kept in enrolment record
Reg. 168	Education and care service must have policies and procedures
Reg. 170	Policies and procedures to be followed
Reg. 175	Prescribed information to be notified to Regulatory Authority

CHILD SAFE STANDARDS:

Standard and Description

Standard 1: Child safety is embedded in organisational leadership, governance, and culture.

Standard 7: Staff are equipped with the knowledge, skills, and awareness to keep children safe through continual education and training.



PUTTING THIS INTO PRACTICE:

- Staff will be informed and trained on the Asthma Management Policy before its implementation.
- Regular discussions about medical conditions and health practices will be integrated into the curriculum.
- Privacy and confidentiality will be maintained when handling children's medical information.

DEFINITIONS:

- **Asthma:** A chronic lung disease characterized by inflamed airways, causing symptoms such as wheezing, coughing, chest tightness, and shortness of breath.
- **Medical Management Plan:** A medical plan developed in consultation with a child's medical practitioner, outlining daily asthma management and emergency procedures.
- **Asthma Emergency Kit (AEK):** A kit containing in-date reliever medication and a spacer.
- **Reliever Medication:** Medicine that relaxes the muscles around the airways to provide quick relief from asthma symptoms.

THE LAW AND WHO IS RESPONSIBLE:

- The service will ensure compliance with the Education and Care Services National Law and National Regulations.
- Staff are legally protected when administering emergency asthma medication in good faith.
- Parental consent is required for displaying a child's Medical Management Plan in public areas.

KNOWING WHICH CHILDREN HAVE ASTHMA:

- Families must inform the service during enrolment if their child has asthma and provide a Medical Management Plan signed by a medical practitioner.
- The child's Medical Management Plan will be reviewed annually or upon changes in the child's condition.
- Staff will be informed about children with asthma, their management plans, and medication locations.

ASTHMA EMERGENCY KITS:

- Each child with asthma must supply a personal reliever medication and spacer.
- The service will maintain at least one general-use Asthma Emergency Kit, with regular checks to ensure medications are in-date.
- Staff will be trained in using Asthma Emergency Kits.



STAFF TRAINING:

- At least one staff member with current ACECQA-approved Emergency Asthma Management certification will be on duty at all times.
- All staff will complete asthma and anaphylaxis management training every two years.

PLANNED EMERGENCY PROCEDURES:

- Follow the child’s Medical Management Plan during an asthma episode.
- If symptoms persist, call an ambulance immediately and continue first aid measures.
- Notify parents/guardians as soon as practicable.
- Conduct asthma emergency response drills twice a year.

PEER EDUCATION:

- Educate children in an age-appropriate way about asthma and how to support peers with asthma.
- Promote safe practices, such as not sharing drinks and recognizing asthma symptoms.

REPORTING PROCEDURES:

- Complete an Incident, Injury, Trauma, and Illness Record for asthma-related incidents.
- Notify the regulatory authority within 24 hours of a serious asthma incident.
- Conduct a debrief for staff after incidents to review procedures and improve safety measures.

Administration of First Aid Policy Administration of Medication Policy Excursion/ Incursion Policy Enrolment Policy Family Communication Policy Handwashing Policy	Incident, Injury, Trauma and Illness Policy Medical Conditions Policy Privacy and Confidentiality Policy Record Keeping and Retention Policy Supervision Policy
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ENDORSEMENT BY THE SERVICE:

Approval Date: July 2024

Date for Review: July 2025