

POLICY

POLICY 4: ASTHMA MANAGEMENT

OVERARCHING PERSPECTIVE:

Perspective: Quality Services
Policy: Services and Programs

POLICY:

In accordance with the Education and Care Services National Regulations, 2011, Part 4.2 Children's Health and Safety, Regulation 90 the key prevention is having the knowledge of the children who have been diagnosed at risk, awareness of triggers (allergens), and prevention of exposure to these triggers. Partnership between the childcare service, the educator and the parents is important in ensuring that certain food or items are kept away from the child whilst in care.

It is generally accepted that children under the age of 6 years do not have the skills and ability to recognise and manage their own asthma effectively. With this in mind Our Village Family Childcare Service recognises the need to educate staff, Educators and parents about asthma and to promote responsible asthma management strategies.

SCOPE:

This document applies to all Educators, Families, Coordination Unit Staff, Volunteers and Students of Our Village Family Childcare Service.

RATIONALE:

- To provide, as far as practicable, a safe and supportive environment in which children who have asthma can participate equally in all aspects of the child's care and education.
- To raise awareness about asthma and the service asthma policy in the Family Childcare community.
- To engage with families of children who have asthma in assessing risks, developing risk minimisation strategies and management strategies for the child.
- To ensure that all Coordination Unit staff and Educators have adequate knowledge about asthma and allergies and the service policy and procedure in responding to asthma attack.

PROCESS:

Asthma management is viewed as a shared responsibility. To this end Our Village Family Childcare will provide the following:

- To raise awareness of asthma amongst those involved with the service
- To provide the necessary strategies to ensure the health and safety of all persons with asthma involved with the service
- To provide an environment in which children with asthma can participate in all activities to the full extent of their capabilities
- To provide a clear set of guidelines and expectations to be followed regarding the management of asthma

Our Village Family Childcare Service will:

- Provide Educators a copy of the Asthma Policy and brief them on asthma procedures upon their registration with Our Village Family Childcare.
- Where appropriate, the Coordination Unit will organise Emergency Asthma Management training for staff and Educators.
- Seek to identify children with asthma during the enrolment process and inform Educators.
- Provide parents/guardians with a copy of the Asthma Policy and Asthma Action Plan upon enrolment.
- Store Asthma Action Plans in the child's enrolment forms and copies to be taken on excursions along with relevant medication in the First Aid Kit.
- Ensure that an emergency Asthma First Aid poster is displayed in key locations in the Educator's residence and venues.
- Ensure that the service's and Educator's First Aid Kits contain a blue reliever medication, a spacer device, a mask, concise written instructions on Asthma First Aid procedures and 70% alcohol swabs.
- Ensure that First Aid Kits are correctly maintained by auditing annually.
- Encourage open communication between parents/guardians and Educators regarding the status and impact of a child's asthma.
- Will obtain appropriate Emergency Asthma Management education for Educators and staff and where appropriate, offer fact sheets and/or information sessions on asthma for parents/guardians.
- Promptly communicate any concerns to parents should it be considered that a child's asthma is limiting his/her ability to participate fully in activities.
- Ensure that staff and Educators complete an accredited Emergency Asthma Management course (every 3 years).

Educators will:

- Ensure they are aware of the children in their care with asthma.
- Ensure, in consultation with parents/guardians, the health and safety of each child through supervised management of the child's asthma.
- Identify and, where practicable, minimise asthma triggers.
- Where necessary, modify activities in accordance with a child's needs and abilities.
- Ensure that all regular prescribed medicine is administered in accordance with the information on the child's written Asthma Action Plan. If no written plan is available, the asthma emergency procedure (attachment A) should be followed immediately.
- Promptly communicate, to parents/guardians and the Coordination Unit, any concerns should it be considered that a child's asthma is limiting his/her ability to participate in all activities.
- Ensure children with asthma are treated the same as all other children.
- Participate in relevant training provided by the service (or arrange suitable alternative)

Parents/guardians will:

- Inform staff, either upon enrolment or on initial diagnosis, that their child has a history of asthma.
- Provide all relevant information regarding the child's asthma via the written Asthma Action Plan, which should be provided to the Family Childcare Service and educator within seven (7) days of enrolment.
- Notify the Educator (copy to Coordination Unit) in writing, of any changes to the Asthma Action Plan during the year.
- Ensure that their child has an adequate supply of appropriate asthma medication (including reliever) at all times, along with a spacer.
- Communicate all relevant information and concerns to staff as the need arises ie, asthma symptoms were present the previous evening.
- Ensure, in consultation with the Educator, the health and safety of their child through supervised management of the child's asthma.
- Ensure the Medical Management Plan is reviewed by a medical practitioner annually or sooner if required and provide an updated/reviewed Medical Management Plan to the Coordination Unit and Educator.

Children will:

- Wherever practical (age appropriate expectations), be encouraged to seek their reliever medication as soon as their symptoms develop.

APPENDICES:

- A . Emergency Treatment of an Asthma Attack . First Aid Plan
- B . Cleaning of asthma devices
- C . Asthma Action Plan (template)
- D . Our Village Family Childcare . Risk Minimisation Plan and Communication Plan

DEFINITIONS:

Asthma: Asthma is a chronic health condition affecting approximately one in nine children. It is a common reason for childhood admission to hospital. Community education and correct asthma management may assist to minimise the impact of asthma.


REFERENCES:

Education and Care Services National Regulations, 2011

RELATED DOCUMENTS:

- Excursions Policy - 16
- Medication Policy - 25
- Dealing with Medical Conditions Policy - 18
- Health and Safety . Nutrition, Food and Beverages, Dietary Requirements and Food Handling Procedure - 20
- (SCH) Duty of Care Policy

This box to be completed after final draft has been approved.

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Owner:	Manager, Family Day Care	<p>Signed in accordance with Deed of Delegation: 29/11/2016</p> <p>X </p> <hr/> <p>Marcus Bosch General Manager, Child, Youth & Family Services Signed by: Marcus Bosch</p>	