



TREETOPS MONTESSORI SCHOOL
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Asthma Policy

1. The school will conduct Asthma Education Sessions for staff as the need requires.
2. All staff are required to acquaint themselves with the Medical Listings and Individual Health Plans of students at risk to ensure that they are adequately equipped to handle an emergency situation that may arise as a result of an asthma attack.
3. The "Student Health Record and Emergency Contact Sheet" will be kept in the Office in the Emergency Contact File. Management Plans will be kept in the "Medical Listings and Individual Health Plan" file kept in the Office. A copy of the "Medical Listings and Individual Health Plan" file will also be kept in each classroom.
4. Medications should be readily available and safely stored at all times.
5. Asthma First Aid posters should be displayed in a prominent place in all teaching areas.
6. In the event of excursions, camps and sport events teachers must ensure that at least one member of staff is capable of managing an acute asthma attack and that a plan is in place for managing asthmatic attacks.
7. Teachers must ensure that they take a copy of Individual Health Plans and any required medication, including a blue reliever puffer and a spacer, on excursions, camps and to sport events.
8. School camp teachers must provide catering staff with a record of any students who are known to have food allergies or whose asthma is triggered by food or food additives.
9. A copy of this policy should be provided to all parents of children with asthma.

Parents' Responsibilities

1. All parents are required to fill out a "Student Health Record and Emergency Contact Sheet" on commencement of enrolment.
2. Parents of students with medical conditions must provide a copy of their Management Plan including descriptions of any situation which may require urgent action or specific medication.
3. All parents are required to update their children's "Student Health Record and Emergency Contact Sheet" regularly.