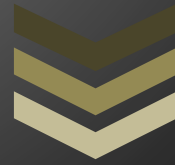




# First Aid, Asthma and Medication



The School's policies which are made from time to time are made pursuant to the requirements set out in section 47 of the *Education Act* and of the BOSTES for registration of the school.

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## FIRST AID AND MEDICATION POLICY

### FIRST AID

It is the policy of the College that all staff members are first aid trained. Training will take place at the outset of each school year for any staff who are not qualified first aiders. Additionally, first aid kits are available in the staffroom, in each classroom and office, in the sick bay and mobile kits are available for supervision duties, excursions and events.

It is the responsibility of administration personnel to ensure all kits are well-stocked and supplies are refreshed regularly. Furthermore, all perishable items will be checked regularly for expiration dates and thrown out accordingly.

### MEDICATION POLICY

Students requiring health and/or medical services and support or medication will be assisted to access these in an appropriate manner. Should a student sustain any injury or illness, parents will be notified if it seems advisable that medical treatment is necessary. In the event of an emergency and parents cannot be contacted, the school will seek appropriate treatment. The school first aid qualified administration staff will assist students requiring medication at school.

Parents who wish to authorise the school to administer medication must complete the *Administering Medication Form* available in the front office. A copy of this document is provided to the class teacher and the original stored in the student's file. Either the class teacher or administration staff are responsible for the administration of medication.

Parents of students who require an action plan in the event of a medical emergency must provide the school with the details of the child's condition and treatment. Action plans are posted in the staffroom and sick bay.

Staff are trained to administer medication for allergies such as asthma preventers or puffers as well as use of the Epi pen during first aid training.

## Administering Medication



### STUDENT INFORMATION

Parent/Carer Name: \_\_\_\_\_

Student Name: \_\_\_\_\_ Class: \_\_\_\_\_

Teacher: \_\_\_\_\_

Type of Medication: \_\_\_\_\_

Description of administration of medication:

*Parent Signature*

*Date*

**Date received:** \_\_\_\_\_

Additional Comments:

*Administration Personnel Signature*

*Date*

This document must be stored in the student's file and a copy made available to the classroom teacher.

# AL HIKMA COLLEGE

## ASTHMA ACTION PLAN

### STUDENT DETAILS

**Student's Name**

**Gender**

**Date of Birth**

**Class**

### INDICATORS

Usual signs	Worsening signs	Triggers
<p>👉 Wheeze</p> <p>👉 Tightness in chest</p> <p>👉 Coughing</p> <p>👉 Difficulty breathing</p> <p>👉 Difficulty speaking</p>	<p>Increased signs of:</p> <p>👉 Wheeze</p> <p>👉 Tightness in chest</p> <p>👉 Coughing</p> <p>👉 Difficulty breathing</p> <p>👉 Difficulty speaking</p>	<p>👉 Exercise</p> <p>👉 Colds/Viruses</p> <p>👉 Pollens</p> <p>👉 Dust</p>

### Asthma medication requirements:

Name	Method	When and how much?
Asmol	Puffer	Two puffs by mouth four times a day when needed

✓ The student needs assistance when taking medication.

### STUDENT'S ASTHMA FIRST AID PLAN

1. Sit the student down and remain calm to reassure them. Do not leave the student alone.
2. Without delay shake the blue reliever puffer (*Asmol*) and give 4 separate puffs through a spacer (use the puffer alone if a spacer is not available). Use one puff at a time and ask the student to take 4 breaths from the spacer after each puff.
3. Wait 4 minutes. If there is no improvement repeat steps 2 and 3.
4. If there is still no improvement after a further 4 minutes – call an ambulance immediately (dial 000) and state that the student is having breathing difficulties. Continuously repeat steps 2 and 3 while waiting for the ambulance.