



# Asthma Guidance

Date: March 2026

Review: March 2029

(or sooner if a change in legislation necessitates a review)

**Staff will be made aware of all students who have asthma or have been prescribed a reliever inhaler (Salbutamol/Ventolin (blue) or Symbicort) for occasional use, via:**

- The student's Medical Profile on Arbor, this information will be pinned at the top of their Student Profile.
- The Asthma/Inhaler Register; found in each Emergency Asthma Kit, or on Staff Hub - All Staff - Health Information - 1 Medical Registers or via the link in the Staff Bulletin.

**Day-to-day management**

- All reasonable attempts will be made to accommodate a student's known triggers.
- It is highly recommended that students carry their reliever inhaler with them at all times.
- If a student is experiencing asthma symptoms they can attend the Medical Room, or if preferred self-administer their inhaler in school as prescribed. If a student's symptoms do not resolve quickly following their usual number of inhaler puffs they should attend the Medical Room or the Medical Team should be called to attend if there are any concerns.
- Treatment of an asthma attack is as per *What to do if a child has an asthma attack*. ASTHMA+LUNG UK. May 2025. (Appendix A).
- Parents/carers may wish to provide a 'back-up' inhaler to be stored in an easily accessible place in the Medical Room.
- A spreadsheet of student inhalers stored in the Medical Room and their expiry dates will be maintained by the Medical Team. Replacement requests will be emailed to parents/carers prior to expiry.
- Parents/carers are requested to complete the appropriate ASTHMA+LUNG UK Asthma Action Plan with their Healthcare Professional and return it to the school at their earliest convenience (see Link below)

**Emergency Salbutamol/Ventolin (blue) inhalers in school.** Dept. of Health. March 2015

- As per government guidance, centralised Salbutamol (blue) reliever inhalers can now be kept in school for emergencies. The inhalers will be obtained from a local Pharmacy using a letter of request written by the Headteacher and kept in individual Asthma Kits.
- Parents/carers of all students who have a diagnosis of asthma or have been prescribed a reliever inhaler for occasional use will be asked to give written consent via the *Thornden School Asthma/Inhaler Registration Form* (see Link below), for the administration of the school's emergency Salbutamol inhaler if their own is not available/expired/broken.
- This form also provides useful details of the student's medication, triggers, signs and symptoms; which along with consent will be documented on the Asthma/Inhaler Register and on the student's Medical Profile on Arbor.
- The emergency Salbutamol inhaler is only for use by students with written parental consent if their own is unavailable or as directed by Emergency Services.

- A copy of the Asthma/Inhaler Register will be kept in each Asthma Kit and must be checked for consent prior to administration of the emergency inhaler.
- Numbered Asthma kits will be stored in the Medical Room, Reception, Science Prep Room and PE office; all will be stored somewhere easily accessible.
- The two minibuses will be allocated an Asthma Kit each, which will be stored in Reception when not in use.
- Six additional Asthma Kits will be stored in the Medical Room for trips.

#### **Contents of each Asthma kit:**

- Salbutamol inhaler with patient information sheet
- Spacer with instructions for use
- *What to do if a child has an asthma attack*” ASTHMA+LUNG UK. May 2025 (Appendix A)
- *How to recognise an asthma attack* Dept of Health. March 2015 (Appendix B)
- Asthma/Inhaler Register; which must be checked for consent prior to inhaler use
- Parent/carer notification slips
- The contents of each Emergency Asthma kit will be inspected regularly and records kept by the Medical Team. Any missing/unusable items and expiring inhalers will be replaced.
- If the emergency inhaler is used:
  - The student’s parent/carer will be informed via email, phone or the parent/carer notification slip and advised to seek medical advice if concerned.
  - A record of the incident will be documented on CPOMS.
  - The used spacer will be given to the student and then replaced.

#### **Trips**

- The Asthma/Inhaler Register and the Arbor Contact and Health Information Sheet for each trip will provide the medical information documented for each student.
- Prior to the trip a 1:1 meeting regarding the needs of students with medical conditions including asthma will occur between the Trip Leader/First Aider on the trip and the Medical Team.
- Students will be reminded to bring their inhaler on school trips.
- An appropriate number of Asthma Kits will be taken as ‘back-up’ if any student/s going on the trip have asthma or carry an inhaler for occasional use.

#### **Training**

- Staff will be given annual awareness training about asthma
- Additional training regarding individual students as required.

**This Guidance is linked to the following school policies:**

- First Aid Policy
- Management of Medicines in School Policy
- Supporting Students with Medical Conditions Policy

**Links**

- Asthma Action Plan Resources. ASTHMA+LUNG UK  
<https://shop.asthmaandlung.org.uk/collections/health-advice-resources>
- [Thornden School Asthma/Inhaler Registration Form – Fill in form](#)
- *Guidance on the use of emergency salbutamol inhalers in schools*. Dept. Health. March 2015  
[Guidance on the use of emergency salbutamol inhalers in schools](#)
- *Supporting pupils at school with medical conditions*. DfE. Dec 2015  
[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/803956/supporting-pupils-at-school-with-medical-conditions.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/803956/supporting-pupils-at-school-with-medical-conditions.pdf)

# What to do if a child has an asthma attack



## Actions to take if a child has an asthma attack and when to call 999.

- 1** Help them to sit up – don't let them lie down. Try to keep them calm.
- 2** Help them take 1 puff of their reliever inhaler (with their spacer, if they have it) every 30 to 60 seconds, up to a total of 10 puffs.
- 3** If they don't have their reliever inhaler, or it's not helping, or if you are worried at any time, call 999 for an ambulance.
- 4** If the ambulance has not arrived after 10 minutes and their symptoms are not improving, repeat step 2.
- 5** If their symptoms are no better after repeating step 2, and the ambulance has still not arrived, contact 999 again immediately.

**Important:** This asthma attack advice does not apply to MART or AIR inhalers. If a child has a MART or AIR inhaler, please tell the responder when you call 999.



An asthma action plan is a written plan with all the information you need about your child's asthma in one place.  
**Scan the QR code to get yours.**



[AsthmaAndLung.org.uk](https://www.AsthmaAndLung.org.uk)

May 2025

## **HOW TO RECOGNISE AN ASTHMA ATTACK**

### **The signs of an asthma attack are**

- Persistent cough (when at rest)
- A wheezing sound coming from the chest (when at rest)
- Difficulty breathing (the child could be breathing fast and with effort, using all accessory muscles in the upper body)
- Nasal flaring
- Unable to talk or complete sentences. Some children will go very quiet.
- May try to tell you that their chest 'feels tight' (younger children may express this as tummy ache)

### **CALL AN AMBULANCE IMMEDIATELY AND COMMENCE THE ASTHMA ATTACK PROCEDURE WITHOUT DELAY IF THE CHILD**

- Appears exhausted
- Has a blue/white tinge around lips
- Is going blue
- Has collapsed