

<b>Asthma</b>	
<b>Adopted:</b> December 18, 2012	<b>Last Reviewed/Revised:</b> August 27, 2018
<b>Next Scheduled Review:</b> 2021-2022	
<b>Associated Policies &amp; Procedures:</b> <a href="#">II-42 Medical Conditions</a> <a href="#">VI-79 Indoor Air Quality Investigation Process</a>	

## Purpose

- To provide school administrators, school staff, appropriate others (e.g. volunteers) and parent/guardians with information, requirements and resources in managing students diagnosed with asthma.
- To provide school staff and appropriate others with strategies of when and how to respond to an asthma attack and when to call for Emergency Medical Services – 911.
- To minimize, where possible, the risks (triggers) in the school setting for students and others who are diagnosed with asthma.

## Application and Scope

The Administrative Procedure for Asthma Management is a guideline to be used by school staff and appropriate others, that addresses the components outlined in PPM 161 (Supporting Children and Students with Prevalent Medical Conditions (Asthma) in schools), to assist students in managing their asthma and respond to an emergency situation on school site and/or at off-site school/Board approved activities.

## References

[Bill 20, Ryan's Law \(Ensuring Asthma Friendly Schools\), 2015](#)

[Policy/Program Memo. 161 \(PPM 161\)](#)

## Principles

- Asthma is a chronic inflammatory disease of the airway. When in the presence of allergens (triggers), the airways to the lungs react by narrowing and/or fill with mucus which makes

breathing difficult. If asthma is not treated properly, this can result in a life threatening situation. Students with asthma must minimize the contact with (allergens) triggers and take a controller medication and a reliever inhaler when appropriate.

- In general students are able to self administer their reliever inhaler. Where a student cannot self administer their inhaler, these students will be identified on the Student's Asthma Management Plan. The classroom teacher and an alternate is to be provided instructions on how to assist the child to properly administer their reliever inhaler, which can be done by the child's parent or health care worker.
- The goal for all asthma students is to become as independent as possible, as soon as possible, in managing their asthma. Independence of care also includes the development of self advocacy skills and a circle of support among persons who understand the disease and can provide assistance as needed that will empower students, as confident and capable learners, to reach their full potential for self management of their medical condition(s) according to their Plan of Care.
- The role of the school is to support students with asthma to fully access school in a safe, accepting and healthy learning environment as outlined in their Plan of Care, while being aware of confidentiality and dignity of the student along with their well being.

## Requirements

The principal or designate has the responsibility to coordinate communication of information to all school staff and to ensure that appropriate staff and others are familiar with the requirements and expectations of the Halton Catholic District School Board's Asthma Protocol.

All requirements from Bill 20, Ryan's Law (Ensuring Asthma Friendly Schools), 2015 and PPM 161 are to be followed, and include:

1. A communication plan for the dissemination of information on supporting students with asthma to parents, school board staff and others in the community who are in direct contact with students (transportation provider, food service provider, volunteers).
2. Training, at minimum annually and reviewed as appropriate, is to be provided for school staff who have direct contact with student to ensure the safety and well being of the student.

The scope of the training should include the following:

- strategies for preventing risk of student exposure to triggers and causative agents
- strategies for supporting inclusion and participation in school
- recognition of symptoms of a medical incident and medical emergency
- information on school staff supports, in accordance with board policy
- medical incident response and medical emergency response

- documentation procedures
- 3. A requirement that every school administrator/designate will co-create, review, or update, the Plan of Care for a student with asthma, following Board approved procedures, in consultation with the parent(s), school staff (as appropriate), and with the student (as appropriate), along with any notes and instructions from the pupil's health care provider;
- 4. A requirement that every school principal inform employees and others who are in direct contact on a regular basis with a pupil who has medical condition about the contents of the Students Plan of Care.
- 5. A requirement that every school principal ensure that, upon registration, parents/guardians and pupils shall be asked to supply information about asthma.
- 6. A requirement that every school principal maintain a file of current treatment and other information for each pupil with asthma, including a copy of any notes and instructions from the pupils health care provider and a current emergency contact list.
  - Student Plan of Care
  - Request and Consent for the Administration of Asthma Intervention

### **Resources**

School Administrators (or designate) are to be familiar with and use the following resources in developing a school wide comprehensive asthma plan:

- HCDSB Asthma Protocol
- HCDSB Medical Conditions School Administrators Forms and Responsibilities Chart
- HCDSB Medical Conditions Staff Responsibilities Chart
- HCDSB Asthma Protocol - Asthma Avoidance Strategies
- Asthma Video

All School Staff, are to be familiar with, and use, the following resources to support a student in managing their asthma:

- HCDSB Asthma Protocol
- HCDSB Medical Conditions Staff Responsibilities Chart
- HCDSB Asthma Protocol - Asthma Avoidance Strategies
- Asthma Video

Occasional Teachers are to make themselves familiar with the content of the following resources to be used when supporting a students when managing their asthma:

- HCDSB Asthma Protocol
- HCDSB Medical Conditions Staff Responsibilities Chart
- HCDSB Asthma Protocol - Asthma Avoidance Strategies
- Asthma Video

School Custodians are to make themselves familiar with the content of the following resources to be used when supporting a students when managing their asthma:

HCDSB Asthma Protocol - Custodian Checklist

HCDSB Asthma Protocol - Asthma Avoidance Strategies

Parent/Guardians

The school administrator/designate is to provide parents/guardians and students the following resources and information that outlines the responsibilities of the parent/guardian and the students:

- Asthma Parent and Guardian Package (available on the HCDSB website + Parents + Safe, Healthy and Inclusive Schools + Medical Conditions + Asthma)

APPROVED: Regular Meeting of the Administrative Council

AUTHORIZED BY: \_\_\_\_\_  
*Director of Education and Secretary of the Board*