

This is an Appendix in the First Aid Policy and the Supporting Pupils at School with Medical Conditions Policy and Procedure

ENGAYNE MEDICAL PROCEDURES

APPENDIX 1

All records are kept on Medical Tracker.

Paper copies can be made if the electronic system is not working.

Asthma Pumps – Each child has their own asthma bag which is kept in year group boxes. When a child uses their asthma pump please complete the following;

- Check the form which is kept in the child's individual asthma bag.
- Watch the child taking the puffs noting how many they took (it is normally two).
- Child will then sit and rest for a few minutes and as long as they feel ok, can then return to class
- Record on medical tracker

Emergency Medication – The school holds AAI's (adrenaline auto injectors) for emergency use in children who are at risk of anaphylaxis but their device is not working. This is a back-up device and not a replacement for a pupils own AAI. These will only be used for children with prescribed AAI's with parental consent.

Asthma Pumps – The school holds asthma pumps for use in children who have a prescribed inhaler at school but their device is not working. Parental permission needs to be given.

Medicines administered – When a child visits the medical room to take their medicine (ensure a form 3b has been completed by the parent/carer).

Medical Emergencies – If a child has a medical emergency please ensure the child is dealt with immediately, call for help and check the HCP/One-Page Profiles. Get someone to call 999.