**CODE OF PRACTICE FOR ASTHMA**

This code of practice specifies the following responsibilities of the parent/carer and staff at the nursery.

Parents/Carers are asked to:

* Inform their child’s key person if their child suffers from Asthma, however mildly, they will then inform the General Manager (Chelsea Cunningham) and Deputy Manager (Hannah Parker)
* Fill out a Child’s Individual Health Care Plan stating when and how the child’s inhalers should be taken
* Inform the staff if their child is particularly wheezy at any time and is likely to use their inhaler more frequently than usual and when to administer it
* Have a clear label with the child’s name on the original box
* Take responsibility for checking that the inhalers are working and not empty and in date

It is the responsibility of Baby Bears Day Care to:

* Have a clearly labelled box, stored in the front office, with the child’s inhaler and spacer in for all to access when needed
* To be aware and inform parents when a child is using his/her inhaler more frequently than usual.
* To keep a written record of when a child uses their inhaler, this is signed by the parent at the end of the session on a medication form for record keeping purposes
* To ensure the child’s individual Health Care Plan is always up to date and has the relevant information on it at all times.