Suffolk Asthma Friendly School Criteria

**Criteria for AFS**

1. The school must have an asthma policy that is updated annually
2. The school must have an up-to-date register of asthmatic pupils
3. The school must have access to Asthma Care Plans for all asthmatic pupils
4. The school must have access to an Emergency Asthma Kit that is accessible on site
5. All staff must have undergone asthma training
6. The school must have at least 1 Asthma Champion

**Audit Questions and mapping to AFS standards**

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| **AFS Criteria** | **Audit Question** | **Bronze** | **Silver** | **Gold** |
| The school must have an asthma policy that is updated annually | The school has an asthma policy | Yes | Yes | Yes |
| The school asthma policy includes how to recognise and manage asthma exacerbations in school. | Yes | Yes | Yes |
| The school asthma policy is stored in an easily accessible location for all staff, and they are aware of how to access the policy and their responsibilities. | Yes | Yes | Yes |
| The school asthma policy is provided to parents, and they are made aware of its existence and their responsibilities. | Yes | Yes | Yes |
| The school asthma policy is reviewed at least annually and any issues in its implementation are always addressed (include date of last review) | Yes | Yes | Yes |
| The school must have an up-to-date register of asthmatic pupils | There is a register of all pupils with long term medical conditions including asthma. (include number of students on asthma register) | Yes | Yes | Yes |
| The asthma register is stored in an easily accessible location for all staff including sports and after school club staff. | Yes | Yes | Yes |
| The asthma register is reviewed and updated at least termly, or when a pupil’s asthma status has changed whichever is sooner | Yes | Yes | Yes |
| There is a system for identifying pupils who regularly miss lessons / activities due to poorly controlled asthma. | Yes | Yes | Yes |
| There is a system for recording the usage of inhalers and other medications which includes the date, time, pupil, medication administered, doses administered, and staff member administering or supervising the administration. | Yes | Yes | Yes |
| The school must have access to Asthma Care Plans for all pupils with asthma | All pupils with asthma have an asthma care plan that is accessible to students and staff (include number of pupils on asthma register and number with individual asthma care plans) | 50% | 70% | 90% |
| The school reminds parents/guardians to ensure that the pupil’s asthma care plan is updated at least annually. | Yes | Yes | Yes |
| There are procedures in place to obtain and document parental consent to use school’s emergency or the pupil’s own inhalers and follow the asthma care plan if needed.  | Yes | Yes | Yes |
| All asthma medications are stored safely and easily accessible. | Yes | Yes | Yes |
| The school has a general asthma care plan that can be used for pupils who do not have an individual asthma care plan | Yes | Yes | Yes |
| The school must have access to an Emergency Asthma Kit that is accessible on site | Spare emergency inhalers and (disposable) spacers are available in school (Guidance of Use of Emergency inhalers in school) | Yes | Yes | Yes |
| There is a system to notify parents whenever there is an attempt to administer inhalers or medications even if the pupil refuses. This does not include planned administration e.g before sporting activities. | Yes | Yes | Yes |
| All school staff must have undergone asthma training | Asthma training is provided annually to all staff members. (Include percentage of staff who have completed training) | 50% | 70% | 85% |
| The school keeps a record of all staff who have completed training. | Yes | Yes | Yes |
| The school must have at least 1 asthma champion | Name and contact of each asthma champion | Yes | Yes | Yes |