

Self-review checklist

Effective documentation and actions for planning include:

- ✓ scoping visit to activity or area to identify potential hazards, such as long grass and pollen, which are asthma triggers
- ✓ identifying individuals with asthma
- ✓ up-to-date asthma information from parents and whānau
- ✓ identifying first-aid helpers
- ✓ checking the asthma emergency kit is up-to-date
- ✓ ensuring children and young people have their medication and the expiry dates are checked
- ✓ copies of asthma action plans that are accessible to staff and helpers at all times
- ✓ a copy of the completed RAMS form, which is available to all staff and helpers
- ✓ key cell-phone numbers and contacts
- ✓ communicating trip intentions ahead of time to provide opportunities for specific asthma “risk” input from parents and students.

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