

CONCUSSIONS

Background

Head trauma is a serious matter and the consequences of concussions have a direct effect on the educational progress of those diagnosed with one. The management of students with concussions is a shared responsibility between staff, parents/guardians, students, coaches and medical professionals.

Definition

Concussion - a brain injury which results in a temporary disruption of normal brain function. A concussion occurs when the brain is rocked back and forth or twisted inside the skull as a result of a blow to the head or body. Concussion signs and symptoms include, but are not limited to: headache, appears to be dazed or stunned, ringing in the ears, fatigue, slurred speech, nausea or vomiting, dizziness, loss of balance, blurry vision, sensitive to light or noise, memory loss or confusion.

Prevention and Minimizing Risk of Concussion

Education is the prime factor in supporting the prevention of a concussion. Any time a student/athlete is involved in physical activity there is a chance of sustaining a concussion. Therefore, it is important to take a preventative approach to avoid or minimize the risk of concussions.

Prior to any activity where there is an inherent risk of concussion, school staff (includes administration staff, teaching staff, support staff, coaches, volunteers, etc.) must meet with participants to provide instruction on strategies for preventing and minimizing the risk of sustaining a concussion or other head injuries.

Procedures:

1. The Superintendent will:

- 1.1 perform a regular review of Administrative Procedure 318 - Concussions to ensure guidelines align with current best practice recommendations;
- 1.2 ensure that information in Administrative Procedure 318 - Concussions is shared with the greater school community, including organizations that use the school facilities, such as community sports organizations and licensed child-care providers operating in schools of the Board; and
- 1.3 share concussion prevention, identification and management information with students and their parents/guardians.

2. The Principal will:

- 2.1 ensure staff, volunteers, parents/guardians, and students are aware of Administrative Procedure 318 - Concussions and understand their roles and responsibilities;
- 2.2 ensure that Administrative Procedure 318 - Concussions is followed by all school staff (including occasional staff/support staff) parents/guardians, students, and volunteers;
- 2.3 facilitate attendance and/or completion of concussion in-servicing/training for staff and coaching volunteers, and repeat as necessary;
- 2.4 ensure that Administrative Procedure 318 - Concussions documentation is readily available to all school staff and volunteers;
- 2.5 ensure that all incidents are recorded and reported in the online Public School Works Student Accident module;
- 2.6 for any student diagnosed with a concussion, prior to returning to school, ensure that the student has clearance from a medical practitioner;
- 2.7 alert appropriate staff about students with a suspected or diagnosed concussion;
- 2.8 work as closely as possible with students, parents/guardians, staff, volunteers, and health professionals to support concussed students with their recovery and academic success;
- 2.9 for students who are experiencing difficulty in their learning as a result of a concussion, coordinate the development of an Individual Learning Plan with the teacher, Learning Support Teacher and Student Services; and

- 2.10 attempt to obtain parental/guardian cooperation in reporting all non-school related concussions.

3. School Staff will:

- 3.1 attend and complete concussion training as provided;
 - 3.1.1 be able to recognize signs, symptoms and respond appropriately in the event of a suspected concussion;
 - 3.1.2 seek clarity or support if unsure.
- 3.2 be familiar with the resources:
 - 3.2.1 *Concussion Guide for Teachers*
 - 3.2.2 *Concussion Guide for Coaches and Trainer*
- 3.3 if a concussion is suspected,
 - 3.3.1 remove the student from the activity immediately;
 - 3.3.2 advise parent/guardian.
- 3.4 when a concussion has occurred, follow medical practitioner's treatment plan and follow *Return to Learn/Return to Physical Activity* (Link is provided at the end of this document); and
- 3.5 ensure that occasional teaching staff is updated on concussed student's condition.

4. Parent/Guardians will:

- 4.1. reinforce concussion prevention strategies with the child (e.g. following rules of fair play, playground safety rules, wearing properly fitted helmets, using equipment safely);
- 4.2. understand and follow parent/guardian roles and responsibilities in the Administration Procedure 318 - Concussions
- 4.3. in the event of a suspected concussion, ensure child is assessed as soon as possible by medical doctor/nurse practitioner;
- 4.4. be responsible for advising the school of a concussion;
- 4.5. collaborate with school to manage suspected or diagnosed concussion appropriately;
- 4.6. follow physician/nurse practitioner recommendations to promote recovery;
- 4.7. cooperate with school to facilitate concussion diagnosis and treatment and support their child's progress;
- 4.8. report non-school related concussion to the Principal.

5. Students will:

- 5.1. learn about concussions, including prevention strategies, signs and symptoms (immediate, delayed or reoccurring);
- 5.2. immediately inform school staff of suspected or diagnosed concussions occurring during or outside of school;
- 5.3. inform school staff if they experience any concussion related symptoms (immediate, delayed or reoccurring);
- 5.4. follow concussion management strategies as per medical doctor/nurse practitioner;
- 5.5. communicate concerns and challenges during recovery process with teacher, staff, parents/guardians, and health care providers.

References

[Concussion Guide for Teachers](#)

[Concussion Guide for Parents and Caregivers](#)

[Concussion Guide for Coaches and Trainers](#)

[Return to Learn / Return to Physical Activity Plan](#)