

## Head Injury and Concussion Guidelines

### Annual Education:

Teachers and volunteer coaches receive annual concussion training, including:

- Signs and symptoms of concussion
- What to do if student has a head injury at school
- How the brain recovers after a concussion
- Typical accommodations needed at school after a concussion, including a 504 plan if symptoms are ongoing.
- All athletic coaches will complete the Heads Up! online concussion training for coaches.
- At the start of each school year, information will be available about the nature and risks of concussions to youth athletes and their parents or guardians.
- Parents will receive information about the risk of concussion for students participating in athletic events during registration and on the athletics department webpage.

### Possible Head Injury at School:

1. If a student has a potential head injury during regular school hours, teachers are instructed to notify Health Services.
  - a. Health Services will assess the student using the guidelines from the CDC's Concussion Signs and Symptoms Checklist.
  - b. If the student is deemed to have a possible head injury, parents will be contacted. The CDC's Concussion Fact Sheet for Parents will also be emailed to parents for reference.
2. If the potential injury takes place after regular school hours, staff and coaches are instructed to notify Health Services staff as soon as possible.
  - a. Health Services will make note of the event in the school health record and contact the parents of the student for follow-up as needed.

### Supporting Students Post-Concussion at School:

1. Parents should notify the Licensed School Nurse if their child has been diagnosed with a concussion.
2. Parents will provide in writing a note from a Licensed Health Care Provider listing any accommodations/restrictions needed at school.
3. The school will follow all restrictions as listed by the Licensed Health Care Provider.
4. The school will consider all accommodations listed by the Licensed Health Care Provider and will discuss with the parents what accommodations will be provided at school.
5. Health Services will communicate with all the student's teachers the restrictions and accommodations to be provided to the student. If the physical or mental impairment caused by

the concussion substantially limits a major life activity, the school will schedule a Section 504 meeting to determine whether the student qualifies for Section 504 services.

- a. Health Services will also send teachers a copy of the CDC's "Helping Students Recover from a Concussion: Classroom Tips for Teachers" to provide teachers with additional information and guidelines. These guidelines are to help support the student's recovery, but will not take the place of the student's specific accommodation plan.
6. All restrictions will remain in place until student is cleared by the Licensed Health Care Provider. School staff, in consultation with the parents, will determine how long any accommodations must be provided.
7. Parents should provide updates on the progress of their child to Health Services in a timely manner.
8. Updates and changes in accommodations will be communicated to teachers, coaches, and administration by Health Services.
9. The student's parents will be in regular communication with the Academic Director to review the student's tolerance to homework, in-class assignments, and testing.
10. Adjustments to academic work will be determined in collaboration with the student, parents, teachers, and the Academic Director.
11. The same guidelines will be followed in regards to accommodations for recess, physical education, and after school athletic sports participation. Participation in athletics will also follow the guidelines listed below:
  - a. The school will follow the CDC's Return to Play guidelines. A student with a diagnosed concussion will not be allowed back to sports "play" until they are fully engaged in the classroom and managing their academics. The beginning steps of the Return to Play guidelines (walking and light movement) can usually be done concurrently since the blood flow is good for concussion recovery. Serious physical activity and team involvement needs to wait until academic recovery has been achieved.
  - b. As a general rule, students must be able to participate fully in gym class before they can return to participation in the school's after school athletic program, unless specifically directed by the Licensed Health Care Provider.
  - c. Before returning to play, including practices, the student must no longer exhibits signs, symptoms, or behaviors consistent with a concussion, and the student must be evaluated by a provider trained and experienced in evaluating and managing concussions and the provider must give the student written permission to again participate in the activity.