

administrative guidelines

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PROCEDURES FOR MANAGING CONCUSSIONS AND HEAD INJURIES IN STUDENT ATHLETIC ACTIVITIES

I. DISTRIBUTION OF CONCUSSION AND HEAD INJURY INFORMATION

- A. Prior to the start of a school-sponsored sport /organized youth athletic activity season, a designated school administrator will provide a concussion and head injury information sheet to all coaches of each organized athletic activity.
- B. It shall be the responsibility of the head coach of the athletic activity to distribute the concussion and head injury information sheet to each student that desires to participate in a school-sponsored sport or other District-organized athletic activity. For students participating in WIAA-sanctioned, school-sponsored sports, this information shall be disseminated to and discussed prior to the 1st day of organized activity. Head Injury and concussion information sheets are also available to coaches, parents, and athletes in the school's main office.
- C. Students may not participate in a school-sponsored sport or other District-organized youth athletic activity, including any training sessions or practices, unless he/she returns the concussion and head injury information sheet to the coach/supervisor signed by the student and his/her parent or guardian, if the student is under the age of 19. Signed information sheets will be submitted to the coach/supervisor of the activity and then stored with the designated school administrator along with other required documentation.

II. REMOVAL OF STUDENT WITH CONCUSSION OR HEAD INJURY FROM ATHLETIC ACTIVITY PARTICIPATION

- A. In the event a student suffers a head injury during an athletic event or practice, and the coach/supervisor or a health care provider determines that the student shows signs, symptoms, or behavior consistent with a concussion or head injury, then the student shall be removed from the athletic event or practice.

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Symptoms Observed by Coaches or Other

Appears dazed or stunned
Is confused about assignment or position
Forgets plays
Is unsure of game, score, opponent
Moves clumsily
Answers questions slowly
Loses consciousness
Shows behavior or personality changes
Can't recall event prior to hit or fall
Can't recall events after hit or fall

Symptoms Reported by Athlete

Headache or pressure in head
Nausea or vomiting
Balance problems or dizziness
Double or blurred vision
Sensitivity to light or noise
Feeling sluggish, hazy, foggy or groggy
concentration or memory problems
Confusion
Does not feel right

If a health care provider is on site and available, he/she may be asked to help make this determination

If a health care provider is not on site and available to assess the student's symptoms or injury, this general assessment will be performed by the coach. It is not the responsibility of the coach to determine the severity of the student's injury, only to take appropriate and timely actions to safeguard the student. When in doubt, the student should be removed from participation.

Contest officials, like coaches and health care providers, have the same responsibility to initiate the removal of athletic participants if suspected of a concussion or head injury.

- B. First aid will be provided to a student who has been removed from any activity under these procedures. The student shall not be left alone and must be carefully observed to be sure the symptoms do not worsen. In the event that symptoms worsen, Emergency Medical Services or 911 shall be called.
- C. Every time a student is removed from an activity under these procedures, the coach/supervisor of the activity or the school contracted athletic trainer shall be responsible for maintaining regular communication with the student's parent or guardian regarding the student's injury and progress toward recovery.

III. RETURN TO PLAY

- A. No student who is removed from an activity related to a possible concussion or other head injury will be allowed to return to play or practice on the same day as the injury occurred.

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- B. A student who has been removed from a game, event or practice due to a concussion or other head injury may not participate in a WIAA-sanctioned, school-sponsored sport or in any other District-organized athletic activity until he/she is evaluated by a health care provider and receives written clearance to participate in activity from the health care provider.
- C. In the event a student suffers a concussion or other head injury, and at the point that the student no longer has symptoms and has been cleared to return to participate by a health care provider, the coach/supervisor or Athletic Trainer will implement a return to play protocol. The athletic trainer will proceed with activities in a step-wise fashion to allow the brain to re-adjust to exertion.

Approved: 8/21/12