

SUBJECT: CONCUSSION MANAGEMENT

The Board of Education recognizes that concussions and head injuries are the most commonly reported injuries in children and adolescents who participate in sports and recreational activities. The physical and mental well-being of our students is a primary concern. Therefore, the Phoenix Central School District adopts the following Policy to support the proper evaluation and management of concussion injuries.

A concussion is a mild traumatic brain injury (MTBI). A concussion occurs when normal brain functioning is disrupted by a blow or jolt to the head or body that causes the head and brain to move rapidly back and forth. Recovery from concussion and its symptoms will vary. Avoiding re-injury and over-exertion until fully recovered are the cornerstones of proper concussion management. Concussions can impact a student's academics as well as their athletic pursuits.

Concussion Management Team (CMT)

In accordance with the Concussion Management and Awareness Act, the School District is authorized, at its discretion, to establish a Concussion Management Team (CMT) which may be composed of the certified athletic director, a school nurse, the school physician, a coach of an interscholastic team, a certified athletic trainer or such other appropriate personnel as designated by the School District. The Concussion Management Team shall oversee and implement the School District's concussion policy and regulations, including the requirement that all school coaches, physical education teachers, nurses and certified athletic trainers who work with and/or provide instruction to pupils engaged in school-sponsored athletic activities complete training relating to mild traumatic brain injuries. Furthermore, every concussion management team may establish and implement a program which provides information on mild traumatic brain injuries to parents and persons in parental relation throughout each school year.

Staff Training/Course of Instruction

Each school coach, physical education teacher, school nurse and certified athletic trainer who works with and/or provides instruction to students in school-sponsored athletic activities (including physical education class and recess) shall complete a course of instruction every two (2) years relating to recognizing the symptoms of concussions or MTBIs and monitoring and seeking proper medical treatment for students who suffer from a concussion or MTBI.

Components of the training will include:

- a) The definition of MTBI;
- b) Signs and symptoms of MTBI;

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- c) How MTBIs may occur;
- d) Practices regarding prevention; and
- e) Guidelines for the return to school and school activities for a student who has suffered an MTBI, even if the injury occurred outside of school.

The course can be completed by means of instruction approved by SED which include, but are not limited to, courses provided online and by teleconference.

Information to Parents

The District shall include the following information on concussion in any permission or consent form or similar document that may be required from a parent/person in parental relation for a student's participation in interscholastic sports. Information will include:

- a) The definition of MTBI;
- b) Signs and symptoms of MTBI;
- c) How MTBIs may occur;
- d) Practices regarding prevention; and
- e) Guidelines for the return to school and school activities for a student who has suffered an MTBI, even if the injury occurred outside of school.

The District will provide a link on its website, if one exists, to the above list of information on the State Education Department's and Department of Health's websites.

Identification of Concussion and Removal from Athletic Activities

The District shall require the immediate removal from all athletic activities of any student who has sustained, or is believed to have sustained, a mild traumatic brain injury (MTBI) or concussion. Any student demonstrating signs, symptoms or behaviors consistent with a concussion while participating in a class, extracurricular activity, or interscholastic athletic activity shall be removed from the class, game or activity and must be evaluated as soon as possible by an appropriate health care professional. Such removal must occur based on display of symptoms regardless of whether such injury occurred inside or outside of school. If there is any doubt as to whether the student has

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sustained a concussion, it shall be presumed that the student has been injured until proven otherwise. The District shall notify the student's parents or guardians and recommend appropriate evaluation and monitoring.

The School District may choose to allow credentialed District staff to use validated Neurocognitive computerized testing as a concussion assessment tool to obtain baseline and post-concussion performance data. These tools are not a replacement for a medical evaluation to diagnose and treat a concussion.

Return to School Activities and Athletics

The student shall not return to physical activity (including athletics, physical education class and recess) until he/she has been symptom-free for not less than twenty-four (24) hours, and has been evaluated and received written authorization from a licensed physician. In accordance with Commissioner's Regulations, the School District's Medical Director will give final clearance on a return to activity for extra-class athletics. All such authorizations shall be kept on file in the student's permanent health record. The standards for return to athletic activity will also apply to injuries that occur outside of school. School staff should be aware that students may exhibit concussion symptoms caused by injuries from outside activities and that these visible symptoms also indicate a removal from play.

The District shall follow any directives issued by the student's treating physician with regard to limitations and restrictions on school and athletic activities for the student. The District's Medical Director may also formulate a standard protocol for treatment of students with concussions during the school day.

In accordance with NYSED guidelines, this Policy shall be reviewed periodically and updated as necessary in accordance with New York State Education Department guidelines. The Superintendent, in consultation with the District's Medical Director and other appropriate staff, may develop regulations and protocols for strategies to prevent concussions, the identification of concussions, and procedures for removal from and return to activities or academics.

Education Law Sections 207; 305(42), and 2854
8 NYCRR 135.4 and 136.5

Guidelines for Concussion Management in the School Setting, SED Guidance Document, June 2012

Adoption Date: 8/27/2012

Concussion Management Regulation

The following concussion management regulation shall be followed for all students in the Phoenix Central Schools that display signs and symptoms of a concussion. This includes interscholastic athletes as well as students in physical education classes. This policy is based on the Concussion Management and Awareness Act that will go into effect on July 1, 2012 for all public schools and charter schools. The items listed below are required for school districts to be in compliance with the law. Some of the items are specifically spelled out in the law and others have been recommended by the State Education Department and the Department of Health and approved by the State Education Department

The Concussion Management Team

The concussion management team shall guide, implement and periodically review the program. The team will include the following individuals:

Director of Physical Education, Athletics and Health services
School Nurse
School Chief Medical Officer (School Physician)
Athletic Trainer
Coach
Advisors/Directors of all extracurricular activities
Such individuals as may be directed by the Superintendent of Schools

Parent and Student Awareness of Concussion Management

A Student and Parent information letter will be sent to all parents with children in the district. Information will be presented during pre-season coach's players meetings and first day of physical education classes.

Concussion Training

Each school coach, physical education teacher, nurse, and athletic trainer will have to complete an approved course on concussion management on a biennial basis (2 yrs.). School coaches and physical education teachers must complete the Center for Disease Control Online Concussion Training for Coaches course.
www.cdc.gov/concussion/HeadsUp/online_training.html.

School nurses and certified athletic trainers must complete the Preventing Concussion course.
<http://preventingconcussions.org>

At the completion of the course, participants will receive a certificate to verify that they have completed the course. A copy of the certificates will be sent to the Director of HPEA to be kept on file.

Removal from Athletics

Require the immediate removal from athletic activities of any pupil that has or is believed to have sustained a mild traumatic brain injury. No athlete demonstrating symptoms of concussion should return to practice or play (RTP) the day of injury. RTP should be on a following day after appropriate neurological testing and the school physician's clearance. Close observation of athlete should continue for a few hours. Parents or guardians of the athlete should be made aware of proper protocol, symptoms to watch for and contact medical personnel if concerned.

On Field Evaluation

During practices and contest, athletes demonstrating signs and symptoms of a concussion should be evaluated by the coach and/or athletic trainer and then if determined to have a possible concussion athlete should not be permitted to continue any activity at which the athlete must follow all protocols and procedures as outlined in this policy. The concussion checklist must be filled out immediately with copies to be provided to the school nurse and Director HPEA.

Physical Education

Physical Education must report to the nurse any student exhibiting the signs and symptoms of a head injury. Any student, including athletes, who were reported to the nurse as exhibiting signs and symptoms of a head injury must be out of physical education class for a minimum of seven days and must have physician's note to return to class as well as clearance from the School Chief Medical Officer.. If the student is on an athletic team must follow the return to play protocol.

Return to Play (RTP)

No pupils will be allowed to resume athletic activity until they have been symptom free for 24 hours and have been evaluated by and received written and signed authorization from a licensed physician. Clearance must also come from the School Chief Medical Officer. Such authorization must be kept in the pupil's permanent health record. Schools shall follow directives issued by the pupil's treating physician, unless otherwise directed by the School Chief Medical Officer.

The cornerstone of proper concussion management is rest until all symptoms resolve and then a graded program of exertion before return to sport. Therefore, once a student has been cleared by the School Chief Medical Officer, a six step program must be followed. The program is broken down into six steps in which only one step is covered a day. The six steps involve the following:

1. No exertional activity until asymptomatic for seven consecutive days.
2. Light aerobic exercise such as walking or stationary bike, etc. No resistance training.
3. Sport specific exercise such as skating, running, etc. Progressive addition of resistance training may begin.
4. Non-contact training/skill drills.
5. Full contact training in practice setting.
6. Return to competition

If any concussion symptoms recur, the athlete should drop back to the previous level and try to progress after 24 hours of rest.

Adopted:8/27/2012