

## Davis School District Policy and Procedures

**Subject:** 5S-303 Athlete & Student Concussion and Traumatic Head Injury Policy  
**Index:** Student Services – *Student Health*  
**Adopted:** October 18, 2011

### 1 PURPOSE & PHILOSOPHY

Medical management of sports-related concussions and traumatic head injuries continues to evolve. In order to effectively and consistently manage these injuries, this policy has been developed to aid in ensuring that concussed students are identified, treated and referred appropriately, receive appropriate follow-up medical care during the school day, and are fully recovered prior to returning to activity.

### 2 POLICY

- 2.1. This policy applies to students participating in:
  - 2.1.1. recess, field days, or elementary school activities;
  - 2.1.2. physical education classes offered by the District; and
  - 2.1.3. extra-curricular activities sponsored by the District or statewide athletic associations or both groups jointly.
- 2.2. Schools shall provide a written copy of this policy to parents of students participating in sporting events (as defined in this policy), and obtain a signed statement from the parent acknowledging that the parent has read, understands, and agrees to abide by the concussion and traumatic head injury policy.
- 2.3. "Sporting events" for purposes of this policy means any of the following athletic activities that is organized, operated, managed, or sponsored by the District (i) a game; (ii) a performance; (iii) a practice; (iv) a sports camp; (v) a physical education class; (vi) a competition; (vii) a tryout; (viii) recess, field days, and elementary school activities.

### 3 RECOGNITION

It is the responsibility of the Director of Risk Management and the Healthy Lifestyles Supervisor to ensure that employees and agents of Davis School District have appropriate training about recognizing and responding to concussions and traumatic head injuries, consistent with the employee's/agent's responsibilities for supervising students participating in sporting events.

#### 3.1. Signs and Symptoms

A concussion or traumatic head injury is an injury to the head arising from blunt trauma, an acceleration force, or a deceleration force, with one of the following observed or self-reported conditions attributable to the injury:

- 3.1.1. transient confusion, disorientation, or impaired consciousness;
- 3.1.2. dysfunction of memory;
- 3.1.3. loss of consciousness; or
- 3.1.4. signs of other neurological or neuropsychological dysfunction, including:
  - [a] seizures;
  - [b] irritability;
  - [c] lethargy;
  - [d] vomiting;

- [e] headache;
- [f] dizziness, or
- [g] fatigue.

3.2. Employees and agents are not expected to be able to diagnose a concussion or traumatic head injury. That is the role of a qualified health care professional. However, employees/agents must be aware of the signs, symptoms and behaviors of a possible concussion or traumatic head injury, and implement the appropriate protocol as outlined in this policy.

#### **4 REMOVAL**

If a student exhibits signs, symptoms, or behaviors consistent with a concussion or is suspected of having a concussion or brain injury, the employee or agent supervising the student must take action to immediately remove the student from the sporting event until cleared by an appropriate health care professional. Continuing to participate in physical activity after a concussion or traumatic head injury can lead to worsening symptoms, increased risk for further injury, and even death.

#### **5 NOTIFICATION AND TRANSPORTATION**

##### **5.1. Parent Notification**

School personnel shall notify the student's parent as soon as reasonably possible of the following:

- 5.1.1. the student has been injured;
- 5.1.2. depending on the injury, an emergency vehicle will pick the student up at the event and transport him/her or, if the student is symptomatic but stable, the student may be picked up at the event and transported by the parent;
- 5.1.3. if the student is transported by the parent, the parent should be advised to contact the student's primary care provider, or seek care at the nearest emergency department, on the day of the injury; and
- 5.1.4. a medical evaluation by a qualified health care professional is required before the student will be allowed to participate in any District sporting event.

##### **5.2. Parent Cannot be Reached**

In the event that a student's parent cannot be reached, and the student is able to be sent home rather than directly to an emergency medical provider, school personnel shall:

- 5.2.1. ensure that the student will be with a responsible adult who is capable of monitoring the student before allowing the student to go home;
- 5.2.2. continue efforts to reach the parent; and
- 5.2.3. not permit the student with a suspected concussion or traumatic head injury to drive home.

##### **5.3. Emergency Medical Response**

The following situations indicate a medical emergency and require an emergency medical response by school personnel in conjunction with parent notification:

- 5.3.1. Any student with a witnessed loss of consciousness of any duration should be transported immediately to the nearest emergency department via emergency vehicle.

- 5.3.2. Any student who has symptoms of a concussion, and who is not stable (i.e., condition is worsening), should be transported immediately to the nearest emergency department via emergency vehicle.
- 5.3.3. A student who exhibits any of the following symptoms should be transported immediately to the nearest emergency department, via emergency vehicle:
  - [a] deterioration of neurological function;
  - [b] decreasing level of consciousness;
  - [c] decrease or irregularity in respirations;
  - [d] any signs or symptoms of associated injuries, spine or skull fracture, or bleeding;
  - [e] mental status changes: lethargy, difficulty maintaining arousal, confusion or agitation; or
  - [f] seizure activity.

## 6 RETURN TO ACTIVITY

### 6.1. Medical Provider Clearance

Before a student suspected of suffering a concussion or traumatic head injury may be allowed to participate in any District sporting event, the student's parent shall provide a written statement from a qualified health care provider stating that:

- 6.1.1. the student is symptom free and medically cleared to resume participation in the District's sporting event; and
- 6.1.2. the qualified health care provider has, within three years before the day on which the written statement is made, successfully completed a continuing education course in the evaluation and management of a concussion or traumatic head injury.

### 6.2. Step-wise Return to Activity

Once medical clearance has been given, the student will be progressed back to full activity following the step-wise process. School personnel shall carefully monitor the student's progression through each of the steps.

Step 1: Complete cognitive rest. This may include staying home from school or limiting school hours. Activities requiring concentration and attention may worsen symptoms and delay recovery.

Step 2: Return to school full-time.

Step 3: Light non-impact aerobic activity.

Step 4: Moderate non-impact aerobic activity.

Step 5: Non-contact training drills in full equipment. Weight training can begin.

Step 6: Full contact practice or training.

Step 7: Full participation.

6.2.1. Progression is individualized, and will be determined on a case-by-case basis under the supervision of appropriate school personnel. Factors that may affect the rate of progression include:

- [a] previous history of concussion or traumatic head injury;
- [b] duration and type of symptoms;
- [c] age of the student; and
- [d] whether the District sporting event involves the potential of collision or contact.

- 6.2.2. The student should spend one to two days at each step before advancing to the next. If post-concussion/traumatic head injury symptoms occur at any step, the student must stop the sporting event and the treating health care provider must be contacted. Depending upon the specific type and severity of the symptoms, the student may be told to rest for 24 hours and then resume activity at a level one step below where he or she was at when the symptoms occurred.
- 6.2.3. The step-wise progression and resumption of sporting activity could be considerably simplified for a student injured during recess for example, as compared to a student injured at an athletic event or formal athletic practice.

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#### **DEFINITIONS**

**“Agent”** means a coach, representative, or volunteer.

**“Qualified health care provider”** means a health care provider who is licensed under Title 58, Occupations and Professions; and may evaluate and manage a concussion or traumatic head injury within the health care provider’s scope of practice.

**“Sporting event”** is defined in Section 2.3 of this policy.

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#### **REFERENCES**

**Utah Code Ann. §§ 26-53-101 et seq.** – Protection of Athletes with Head Injuries Act.

**Utah Administrative Code R277-614** – Athletes and Students with Head Injuries.

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#### **FORMS AND RELATED DOCUMENTS**

[Acknowledgement of Head Injury Policy Review \(secondary\)](#)

[Acknowledgement of Head Injury Policy Review \(elementary\)](#)

[Statement from Managing Health Care Provider](#)

[Heads Up Concussion in High School Sports – A Fact Sheet for Athletes](#)

[Heads Up Concussion in High School Sports – A Fact Sheet for Parents](#)

[Heads Up Concussion in Youth Sports – A Fact Sheet for Athletes](#)

[Heads Up Concussion in Youth Sports – A Fact Sheet for Parents](#)

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**ACKNOWLEDGMENT OF  
CONCUSSION AND TRAUMATIC HEAD INJURY POLICY REVIEW**

Required under Utah Code §26-53-201

**Elementary Students**

I, \_\_\_\_\_ the parent of \_\_\_\_\_,  
*Print Parent Name* *Print Student or Students' Names*

have read, understand, and agree to abide by the Davis School District policy about concussions and traumatic head injuries for the purposes of “sporting events”<sup>1</sup> sponsored by the District for the 2011-2012 school year.

\_\_\_\_\_  
*Signature of Parent*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
<sup>1</sup>“Sporting event” means any of the following athletic activities that is organized, operated, managed, or sponsored by the District: (i) a game; (ii) a performance; (iii) a practice; (iv) a sports camp; (v) a physical education class; (vi) a competition; (vii) a tryout; (viii) recess, field days, and elementary school activities.

**DAVIS SCHOOL DISTRICT**  
**Athlete & Student Concussion and Traumatic Head Injury**  
**Managing Health Care Provider Statement**

Patient/Student \_\_\_\_\_ School of Attendance \_\_\_\_\_

The above named patient/student is under my care for the treatment of a concussion or traumatic head injury.

1. I certify this patient/student is medically cleared and ready to progress back to full activity in the following sporting event(s)<sup>1</sup> \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
2. Additional recommendations, if any \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
3. I certify that within the three years before the day on which this statement is signed, I have successfully completed a continuing education course in the evaluation and management of a concussion or traumatic head injury.

Managing Health Care Provider

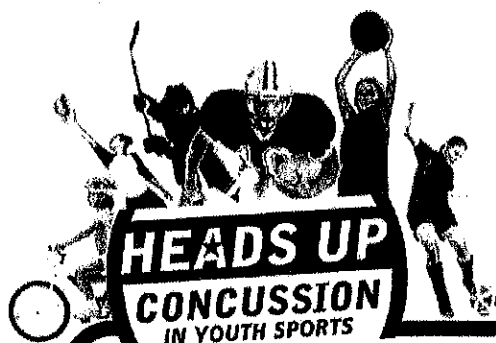
Name of Provider \_\_\_\_\_ Office Address \_\_\_\_\_

Office Phone: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_ E-mail \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
<sup>1</sup>“Sporting event” means any of the following athletic activities that is organized, operated, managed, or sponsored by the District (i) a game; (ii) a performance; (iii) a practice; (iv) a sports camp; (v) a physical education classes; (vi) a competition; (vii) a tryout; (viii) recess, field days, and elementary school activities.



## A Fact Sheet for PARENTS

### WHAT IS A CONCUSSION?

A concussion is a brain injury. Concussions are caused by a bump or blow to the head. Even a "ding," "getting your bell rung," or what seems to be a mild bump or blow to the head can be serious.

You can't see a concussion. Signs and symptoms of concussion can show up right after the injury or may not appear or be noticed until days or weeks after the injury. If your child reports any symptoms of concussion, or if you notice the symptoms yourself, seek medical attention right away.

### WHAT ARE THE SIGNS AND SYMPTOMS OF A CONCUSSION?

#### Signs Observed by Parents or Guardians

*If your child has experienced a bump or blow to the head during a game or practice, look for any of the following signs and symptoms of a concussion:*

- Appears dazed or stunned
- Is confused about assignment or position
- Forgets an instruction
- Is unsure of game, score, or opponent
- Moves clumsily
- Answers questions slowly
- Loses consciousness (even briefly)
- Shows behavior or personality changes
- Can't recall events 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 blurry vision
- Sensitivity to light
- Sensitivity to noise
- Feeling sluggish, hazy, foggy, or groggy
- Concentration or memory problems
- Confusion
- Does not "feel right"

### HOW CAN YOU HELP YOUR CHILD PREVENT A CONCUSSION?

Every sport is different, but there are steps your children can take to protect themselves from concussion.

- Ensure that they follow their coach's rules for safety and the rules of the sport.
- Encourage them to practice good sportsmanship at all times.
- Make sure they wear the right protective equipment for their activity (such as helmets, padding, shin guards, and eye and mouth guards). Protective equipment should fit properly, be well maintained, and be worn consistently and correctly.
- Learn the signs and symptoms of a concussion.

### WHAT SHOULD YOU DO IF YOU THINK YOUR CHILD HAS A CONCUSSION?

- 1. Seek medical attention right away.** A health care professional will be able to decide how serious the concussion is and when it is safe for your child to return to sports.
- 2. Keep your child out of play.** Concussions take time to heal. Don't let your child return to play until a health care professional says it's OK. Children who return to play too soon—while the brain is still healing—risk a greater chance of having a second concussion. Second or later concussions can be very serious. They can cause permanent brain damage, affecting your child for a lifetime.
- 3. Tell your child's coach about any recent concussion.** Coaches should know if your child had a recent concussion in ANY sport. Your child's coach may not know about a concussion your child received in another sport or activity unless you tell the coach.

*It's better to miss one game than the whole season.*