

CAMDEN ROCKPORT SCHOOLS POLICY**MANAGEMENT OF CONCUSSIONS AND OTHER HEAD INJURIES****LIST OF DEFINITIONS**

The following definitions below are only for the purposes of this policy.

Concussion: A concussion is a type of traumatic brain injury—or TBI—caused by a bump, blow, or jolt to the head or by a hit to the body that causes the head and brain to move rapidly back and forth. This sudden movement can cause the brain to bounce around or twist in the skull, creating chemical changes in the brain and sometimes stretching and damaging brain cells.

Concussion Management Team: A Concussion Management Team (CMT), appointed by the Superintendent or Principal, may include, but is not limited to the following: school administrator, school nurse, athletic administrator, school counselor, and school physician or local concussion specialist (doctor). This team may be combined with another existing student support team within the school or school administrative unit. The team shall oversee and implement this policy and related protocols/plans for concussive head injuries based on the currently accepted best practices. The team, under direction of the superintendent, shall identify the school personnel who shall be trained in concussion signs and symptoms and the school activities covered by this policy.

Graduated school reentry: Graduated school re-entry is a gradual and coordinated return to school activities following a concussion. It is an individualized written plan developed by the Concussion Management Team or designee with input from the student, parents, and medical provider. The re-entry plan should be based upon the CDC Acute Concussion Evaluation Care Plan published by the CDC.

https://www.cdc.gov/headsup/pdfs/providers/ace_care_plan_school_version_a.pdf

Medical clearance: Medical clearance must include a written statement from a licensed medical provider (physician, nurse practitioner, or physician's assistant) to diagnose a concussion, who is trained in the treatment and management of concussions in a pediatric population. The statement should set forth the specific details regarding what a student can do academically and with regards to athletics. This statement must also address what steps the school/student should take if the student becomes symptomatic while at school.

The Board recognizes that concussions and other head injuries are potentially serious and may result in significant brain damage and/or death if not recognized and managed properly. The Board further acknowledges that a student may suffer a concussion during any activity during the school day or outside of school. The Board adopts this policy to promote the safety of students participating in school-sponsored extracurricular athletic activities, including but not limited to interscholastic sports.

No matter where they occur, they affect a student's health. It is important that staff and

parents communicate to one another whenever and wherever a concussion occurs so that the school can take proper measures to assist a student with a concussion. Any staff member who witnesses a concussion or learns of a concussion should make sure to report that information to the school nurse.

COGNITIVE CONSIDERATIONS

School personnel will be trained to recognize and be alert to cognitive and academic issues that may be experienced by students who have suffered a concussion or other head injury, including but not limited to difficulty with concentration, organization, long-and-short term memory and sensitivity to bright lights and sounds, and accommodate a gradual return to full participation in academic activities as appropriate, based on the recommendations of the student's health care provider and appropriate designated school personnel (e.g., 504 Coordinator).

TRAINING

Prior to the beginning of each sports season, athletics-related school personnel (including coaches and volunteers) identified by the District's Concussion Management Team (CMT) must be made aware of this school policy and protocols related to the management of concussive injuries. They must also participate in concussive awareness training prior to assuming their coaching responsibilities. This training will include recognizing signs and symptoms that may suggest a concussive or other head injury and the use of graduated school reentry protocols. The training must be consistent with such protocols as may be identified or developed by the Maine Department of Education (DOE) and include instruction in the use of such forms as the DOE/MPA may develop or require. The athletics coaches will take the online training course offered by the CDC unless the State of Maine department of education mandates a different training course. <https://www.cdc.gov/headsup/resources/training.html>

Coaches shall be required to undergo refresher training every year or when protocols and/or forms have been revised.

Prior to the beginning of each school year, non-athletics related school personnel (for example, PE teachers, school nurses) identified by the District's CMT, must be made aware of this school policy and protocols related to the management of concussive injuries. This training will include recognizing the signs and symptoms that may suggest a concussive or other head injury and must be consistent with protocols as may be identified or developed by the Maine Department of Education (DOE).

STUDENT AND PARENT INFORMATION

Annually, at the beginning of each sport season (Fall, Winter and Spring), students and parents of students who will be participating in school-sponsored athletic activities will be provided the Parent and Athlete Concussion Information Sheet from the CDC. This form must be signed by the athlete and the guardian.

https://www.cdc.gov/headsup/pdfs/custom/HeadsUpConcussion_Parent_Athlete_Info.pdf

Parents will also be provided the Camden Rockport Schools' protocols for

- a. removal from the activity when a student is suspected of having sustained a concussion or other head injury,
- b. evaluation, and
- c. medical clearance to return to participation in the activity ("return to play").
- d. graduated school reentry protocols.

The student and his/her parent(s) must sign a statement acknowledging that they have received and read this information before the student will be allowed to participate in any school- sponsored athletic activity.

MANAGEMENT OF CONCUSSIVE AND OTHER HEAD INJURIES

It is the responsibility of all school personnel trained in the signs, symptoms, and behaviors related to concussion or head injury, to act in accordance with this policy when a student may be exhibiting signs, symptoms and behaviors associated with a concussion or other head injury.

- Any student suspected of having sustained a concussion or other head injury during a school or school-sponsored athletic or extra-curricular activity including but not limited to competition, practice or scrimmage, must be removed from the activity immediately and evaluated by a qualified school personnel.
- Any student suspected of having sustained a concussion or other head injury is prohibited from further participation in any school activities until he/she is evaluated by the school nurse or other school personnel trained in such evaluation, ~~such as an athletic trainer~~ who is able to determine if referral to a licensed health care provider is necessary.
- The student and his/her parent(s)/guardian(s) will be informed of the referral to a licensed health care provider for an evaluation for possible concussion or brain injury before the student is allowed to begin the graduated school reentry plan.
- No student is permitted to return to the activity or to participate in any other school activity on the day of the suspected concussion.
- If referral to a licensed medical provider is necessary, the student will require written medical clearance from a licensed medical provider qualified and trained in concussion management. The provider must use the CDC Acute Concussion Evaluation Care Plan. The school recognizes that occasionally children with more severe concussions may require a more detailed return to school guideline. In that case a letter with specific recommendations would be acceptable.
https://www.cdc.gov/headsup/pdfs/providers/ace_care_plan_school_version_a.pdf
- School personnel should be alert to cognitive and academic issues that may be experienced by a student who has suffered a concussion or other head injury, including but not limited to: difficulty with concentration, organization, long-and-short term memory, and sensitivity to bright lights and sounds.
- School personnel shall accommodate a graduated school reentry protocol for return to full participation in all academic activities as appropriate, based on the recommendation of the student's concussion trained health care provider and appropriate designated

school personnel (e.g. 504 Coordinator, school nurse).

- No student is permitted to return to full participation in extra-curricular activities until fully returned to his/her academic program.
- The school reserves the right to deny full participation in sports if the coach or school nurse feels that the student has persistence of symptoms which would preclude participation. In that case the parent will be notified and encouraged to share these concerns with the licensed medical provider.
- If at any time during the gradual return to school process the student exhibits signs, symptoms of concussion the student must be evaluated by qualified personnel. With regards to academic return, it may be expected that the student may have some mild symptoms of concussion. How to proceed, given the severity of symptoms, should be specifically addressed in the return to school plan. If the child is experiencing a level of symptoms that is unexpected the child should be evaluated by the nurse and the parents notified. With regards to sports, the student must be free of symptoms to be allowed to initiate a gradual return to sports or engage in sports. If the coach/trainer feel that the patient is exhibiting signs of concussion the student will be removed from the athletic activity. The parent will be notified and the medical provider will need to issue another letter of clearance.

If at any time during the return to play program signs or symptoms of a concussion are observed, the student must be removed from the activity and referred to his/her health care provider for re-evaluation.

DATA

The board recognizes how serious concussions are and the need for improved understanding of concussions in our schools and their impact on learning and school attendance. The school administrative unit will track the number of concussions, activity associated with the injury, number of school days missed, and other information determined necessary by the Concussion Management Team. The CMT will review this data and make recommendations to the Board as needed.

The Superintendent will appoint a concussion management team including a school administrator to be responsible, under the administrative supervision of the Superintendent, to make recommendations related to implementation of this policy. The concussion management team will include the Athletic Director and school nurse and may include one or more principals or assistant principals, the school physician and such other school personnel or consultants as the Superintendent deems appropriate. Staff will refer to Concussion Management Protocol for the management of all student concussions.

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