

CONCUSSION EMERGENCY ACTION PLAN

If a student receives a bump, blow or jolt to the head, face, neck or body that may have resulted in a concussion, the individual (i.e.) teacher/coach responsible for that student must take immediate action as follows:

UNCONSCIOUS STUDENT (or where there was any loss of consciousness)	CONSCIOUS STUDENT
<ul style="list-style-type: none"> • Stop all activity immediately – assume there is a concussion • Call 911 • Assume there is a possible neck injury – only if trained, immobilize the student before emergency medical personnel arrive <ul style="list-style-type: none"> • DO NOT remove athletic equipment unless there is difficulty breathing • Stay with the student until emergency medical personnel arrive • Contact the student’s parent/ guardian/ emergency contact to inform them of the incident • Monitor and document any changes. Use form 314-1 Concussion – Monitoring / Medical Exam • If the student regains consciousness, encourage him/ her to remain calm and still • Do not administer medication (unless needed for other condition (i.e.) insulin for diabetes) • Complete 315-1 Student Accident Report 	<ul style="list-style-type: none"> • Stop all activity immediately • When the student can be safely moved, remove him/her from the current activity or game • Conduct a concussion assessment of the student using the <i>Pocket Concussion Recognition Tool</i> and document it on form 314-1 Concussion – Monitoring / Medical Exam • Follow steps regarding signs and symptoms • Complete 315-1 Student Accident Report

IF SIGNS ARE OBSERVED OR SYMPTOMS REPORTED

- A concussion should be suspected – do not allow the student to return to play in the activity, game or practice that day – even if the student states that he/she is feeling better
- Contact the student’s parent/ guardian/ emergency contact to inform them:
 - Of the incident
 - That they need to come and pick up the student
 - That the student needs to be examined by a medical doctor as soon as possible that day
- Monitor and document any changes in the student. If any signs or symptoms worsen, call 911
- Do not administer medication (unless needed for other condition (i.e.) insulin for diabetes)
- Stay with the student until his/ her parent/ guardian/ emergency contact arrives
- The student CAN NOT leave the premises without parent/ guardian/ emergency contact supervision

IF SIGNS ARE NOT OBSERVED OR SYMPTOMS NOT REPORTED

- A concussion is not suspected – precautionary removal from physical activity is recommended
- The student’s parent/ guardian/ emergency contact must be contacted and informed of the incident

IF IN DOUBT, SIT THEM OUT