

## CONCUSSION EMERGENCY ACTION PLAN

### Definition - CONCUSSION

A concussion is a traumatic brain injury that interferes with normal brain function. Concussions can range from mild to severe and can disrupt the way the brain normally works. Concussions can occur in any organized or unorganized recreational activity and can result from a fall or from students colliding with each other, the ground, or with obstacles. Although concussions can result in a loss of consciousness, a majority of them occur without a loss of consciousness.

UNCONSCIOUS STUDENT (or where there was any loss of consciousness)	CONSCIOUS STUDENT
<ul style="list-style-type: none"> <li>● Stop all activity immediately – assume there is a concussion</li> <li>● Call 911</li> <li>● Assume there is a possible neck injury – only if trained, immobilize the student before emergency medical personnel arrive</li> <li>● DO NOT remove athletic equipment unless there is difficulty breathing</li> <li>● Stay with the student until emergency medical personnel arrive</li> <li>● Contact the student’s parent/ guardian/ emergency contact to inform them of the incident</li> <li>● Monitor and document any changes. and communicate with parents using <a href="#">Form 314-3 Concussion – Observed signs or Symptoms</a></li> <li>● If the student regains consciousness, encourage him/ her to remain calm and still</li> <li>● Do not administer medication (unless needed for other condition (i.e.) insulin for diabetes)</li> <li>● Complete <a href="#">315-1 Student Accident Report</a></li> </ul>	<ul style="list-style-type: none"> <li>● Stop all activity immediately</li> <li>● When the student can be safely moved, remove him/her from the current activity or game</li> <li>● Conduct a concussion assessment of the student using the <a href="#">Pocket Concussion Recognition Tool</a> and communicate with parents using <a href="#">Form 314-2 Concussion - No observed signs or symptoms</a> OR <a href="#">Form 314-3 Concussion – Observed Signs or Symptoms</a> as appropriate.</li> <li>● Follow steps regarding signs and symptoms</li> <li>● Complete <a href="#">315-1 Student Accident Report</a></li> </ul>
IF SIGNS ARE OBSERVED OR SYMPTOMS REPORTED	
<ul style="list-style-type: none"> <li>● 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</li> <li>● Contact the student’s parent/ guardian/ emergency contact to inform them:                             <ul style="list-style-type: none"> <li>○ Of the incident;</li> <li>○ That they need to come and pick up the student;</li> <li>○ That the student needs to be examined by a medical doctor as soon as possible that day.</li> </ul> </li> <li>● Monitor and document any changes in the student. If any signs or symptoms worsen, call 911</li> <li>● Do not administer medication (unless needed for other condition (i.e.) insulin for diabetes)</li> <li>● Stay with the student until his/ her parent/ guardian/ emergency contact arrives</li> <li>● The student CAN NOT leave the premises without parent/ guardian/ emergency contact supervision</li> </ul>	
IF SIGNS ARE NOT OBSERVED OR SYMPTOMS NOT REPORTED	
<ul style="list-style-type: none"> <li>● A concussion is not suspected – precautionary removal from physical activity is recommended</li> <li>● The student’s parent/ guardian/ emergency contact must be contacted and informed of the incident</li> </ul>	