

Walla Walla Public Schools

ADMINISTRATIVE PROCEDURE

No. P-3422

Page 1 of 2

STUDENT CONCUSSIONS AND HEAD INJURIES

ATHLETICS

Concussion and Head Injury Management

A. *Athletic Director or administrator in charge of athletics duties*

- a. Update: Each spring, the athletic director, or the administrator in charge of athletics if there is no athletic director, shall review any changes that have been made in forms required for concussion and head injury management by consulting with the WIAA or the WIAA Web site. If there are any updated forms, they will be adopted and used for the upcoming school year.

B. *Coach Training*: All coaches shall undergo training in head injury and concussion management at least once every year through the CDC's *Head's Up Online Training Course for Coaches*. A copy of certificate of completion for each coach will be kept on file with the athletic director.

C. *Parent Information Sheet*: On a yearly basis, a concussion and head injury information sheet shall be signed and returned by the youth athlete and the athlete's parent and/or guardian prior to the youth athlete's initiating practice or competition. This information sheet may be incorporated into the parent permission sheet which allows students to participate in extracurricular athletics.

D. *Coach's Responsibility*: A youth athlete who is suspected of sustaining a concussion or head injury in a practice or game shall be immediately removed from play.

E. *Return to Play after Concussion or Head Injury*: A student athlete who has been removed from play may not return to play until the athlete is evaluated by a licensed health care provider trained in the evaluation and management of concussion and receives written clearance to return to play from that health care provider and completes district gradual return to play protocol. The health care provider may be a volunteer.

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Page 2 of 2

ACADEMICS

Concussion and Head Injury Management - Return to Learn

A. *Athletic Trainers*

- a. Each year the district athletic trainers will review the district concussion policy and procedures and, if applicable, make necessary changes based on updates in legislature.
- b. Athletic trainers will lead Return to Learn concussion training with building principals prior to each school year.
- c. Athletic trainers will work with building principals to provide Return to Learn education and materials for teachers and will work with teachers, counselors, and principals for implementing Return to Learn programs for students returning from concussions or traumatic brain injury.

B. *Building Principal*

- a. Principals will be aware that concussions can happen to any student, at any time, regardless of athletic participation or lack thereof and shall be educated on how to effectively manage a Return to Learn program for students suffering academic impairment due to a concussion or traumatic brain injury.
- b. Each school year the principal will review the district concussion policy and procedures and attend training with the district's athletic trainers

C. *Parent Involvement in Return to Learn:* Parents will report noticed deficits in cognitive function in their children to athletic trainer if competing in school sports/principal if not in sports and counselor in order to develop an accommodation plan.

D. *Teachers* will support the recovering student in keeping up with academic demands in a way that does not overstress their cognitive functions and will utilize an individualized plan that prioritizes academic work and uses appropriate, temporary, evolving accommodations that allow the student to progress as symptoms improve.

E. *Counselors* will work with teachers, parents, and the student to develop an accommodation plan that helps the student return to cognitive activity.

F. *Special Considerations:*

- a. Students enrolled in PE or band must receive written clearance by a licensed health care provider trained in the recognition and management of concussions prior to their return to these classes. The athletic trainer will have final say in return to these classes if the student is a student athlete under their care.
- b. Students who have symptoms return or worsen during the school day should report to the school nurse and be sent home if possible.

Revised: April 2015