

## **Return to Learn Protocol**

### **Concussion Management Team (CMT)**

- Student's Health Care Professional (Doctor)
- Student's Parents
- Athletic Trainers
  - Justin Rethorst (New West) - Wednesdays
- Activities Director - Ryan Province
- K-12 Principal - Jeff Kenton
- K-12 Assistant Principal - Jenette Meyer
- Elementary and High School Library - Julie Wiese
- School Nurse - Jackie Cornelius
- School Counselor - Stephanie Flint
- Student's Teachers

### **Secondary Core Team**

- Athletic Director
- K-12 Principal
- School Nurse
- School Counselor

### **Elementary Core Team**

- K-12 Principal
- School Nurse
- School Counselor
- Elementary Teacher

### **Weekly Meeting**

The Core Team will meet on an as-needed basis depending upon whether or not there is a student who is in the concussion protocol. If a student(s) is in the concussion protocol, weekly meetings will be held to discuss each student's status as needed.

### **Concussion Management Team Plan**

1. Concussion occurs
2. Parents are notified, a concussion home instructions sheet and a post concussion symptoms checklist will be sent home. (Parents are encouraged to have the student complete the symptoms test daily before attempting to go to school)
3. CMT are notified via email with the word "Concussion" in the subject line.
4. Student return to learn paperwork is organized for implementation.
5. Students who present with multiple, moderate to severe symptoms are encouraged to stay home.
6. Upon student arrival back to school, they will check in with their respective concussion team leader (AD for Secondary Students and K-12 Principal for Elementary Students) at 7:45am. If their team leader is gone that day, they will need to check in with the Counselor.
7. CMT members will document on colored "Concussion Management in the Classroom " sheets any cognitive, physical, behavioral symptoms reported by the student based on the post-concussion symptom checklist. Based on these symptoms, any needed academic accommodations are made. These sheets will be given to the student at the 7:45 AM meeting each morning and the student will return these sheets (colored sheet) to the Team leader at his/her daily after school meeting.
8. Team leaders will communicate any accommodations that are advised to teachers and follow progress until accommodations are no longer needed.
9. Students will check in daily with the Team Leader right after school.
10. It is crucial to include the parent and student in the discussion of the student's progress.
11. CMT agrees the student is symptom free and function in the classroom is "back to baseline" and no accommodations are needed.
12. Return to Play progression can now begin for those that are athletes, coordinated by AT's.

**Return to Academic Progression**

Steps	Progression	Description
1	HOME - Cognitive and Physical Rest	<ul style="list-style-type: none"><li>• Stay at home</li><li>• No Driving</li><li>• Limited mental exertion - computer, texting, video games, homework</li></ul>
2	HOME - Light Mental Activity	<ul style="list-style-type: none"><li>• Stay at home</li><li>• No Driving</li><li>• Up to 30 minutes mental exertion</li><li>• No prolonged concentration</li></ul>

**Progress to Step 3 when a student handles up to 30 minutes of sustained mental exertion without worsening symptoms.**

3	SCHOOL - Part Time Maximum accommodations, shortened day/schedule, built-in breaks	<ul style="list-style-type: none"><li>• Provide quiet place for scheduled mental rest</li><li>• Lunch in quiet place for scheduled mental rest</li><li>• No significant classroom or standardized testing</li><li>• Modify rather than postpone academics</li><li>• Provide extra time, help, and modified assignments</li></ul>
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**Progress to Step 4 when the student handles 30-40 minutes of sustained mental exertion without worsening of symptoms.**

4	SCHOOL - Part Time Moderate accommodations, shortened day/schedule	<ul style="list-style-type: none"><li>• No standardized testing</li><li>• Modified classroom testing</li><li>• Moderated decrease of extra time, help, and modifications of assignments</li></ul>
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**Progress to Step 5 when student handles 60 minutes of mental exertion without worsening of symptoms**

5	SCHOOL - Full Time Minimal accommodations	<ul style="list-style-type: none"><li>• No standardized testing, routine tests are OK</li><li>• Continued decrease of extra time, help, and modification of assignments</li><li>• May require more support in academically challenging subjects</li></ul>
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**Progress to Step 6 when the student handles all class periods in succession without worsening of symptoms AND receives medical clearance for full return to academics and athletics.**