



POLICY SECTION: SCHOOLS
 SUB-SECTION: HEALTH
 POLICY NAME: CONCUSSION POLICY
 POLICY NO: S.26

Date Approved: November 23, 2014	Date of Next Review: 2023	Dates of Amendments: November 20, 2014
<p>Cross References:</p> <ul style="list-style-type: none"> • S.P.07 Athletic Activities Within the Physical and Health Education Program • S.S.09 Code of Conduct • Education Act, §. 217 • Policy Program Memorandum 15 • Occupational Health and Safety Act • Ontario School Board Insurance Exchange • The Ontario Physical and Health Education Association (OPHEA) Safety Guidelines • Rowan's Law (Concussion Safety), 2018, S.O. 2018, c. 1 - Bill 193 • Policy/Program Memorandum No. 158: School Board Policies on Concussion • Concussion Web-portal • Parachute Canada Pocket Concussion Recognition Tool 		
<p>Appendix</p> <p>Appendix A- The TCDSB Protocols for Concussions</p> <p>Appendix B - The TCDSB Concussion Protocol</p>		

Purpose:

The Toronto Catholic District School Board's (TCDSB) mission is to provide a safe and welcoming learning and working environment that is an example of Catholic community. A concussion can have a significant impact on a student's health and their ability to learn **cognitive and physical abilities**. Per PPM 158 this policy ensures, all students are afforded an appropriate standard of care, that



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all students, and the best opportunity to be ready to learn. **Rowan's Law requires that school boards establish a protocol that describes the Board's concussion code of conduct. The TCDSB Protocols for Concussions (attached at Appendix B) will ensure that students, parents and staff are informed about the risk of concussions and the steps to be taken, to prevent, detect and manage concussions in schools**

Scope and Responsibility:

This policy supports student health and well-being, and in the implementation of the protocol, extends to staff members, volunteers, students and their family members. The Director of Education is responsible for this policy and the Concussion Protocol. Superintendents, Principals and Teachers supervising students are responsible for ensuring the procedures are followed.

Alignment with MYSP:

Strengthening Public Confidence
 Fostering Student Achievement and Well-Being
 Providing Stewardship of Resources

Financial Impact:

~~Financial Impact: Generally there is no financial impact with this policy to the TCDSB. All student costs associated with concussion must be reflective of the Ministry of Education's Guidelines for Fees for Learning Materials and Activities. Should the Protocol not be followed, there is potential liability to the Board should significant harm come to the student as a result of not following the protocol.~~



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Legal Impact:

~~Legal Impact: A primary goal of the school concussion policy is the safety of students to prevent and manage a concussed student as he/she proceeds to return to learn and play. This policy will reduce the risk of legal liability to the TCDSB in the event a student suffers a concussion during a Board sanctioned event. This policy will also reduce liability to the TCDSB while managing the return to learn and to play of a student who has sustained a concussion outside of a TCDSB activity.~~

Policy:

The Toronto Catholic District School Board's (TCDSB) mission is to provide a safe learning and working environment for all of its students and Board employees. As such, the TCDSB is committed to prevent and address concussions that occur at the schools and all Board offices. TCDSB Concussion protocol will align with **current** legislation. **The TCDSB will provide concussion awareness education to all students, staff, parents and volunteers and** The school staff will take every precaution in order to prevent concussions and mild traumatic brain injuries in the workplace and school environment. School personnel will ensure that the Ontario Physical and Health Education Association (OPHEA) Safety Guidelines are adhered to prior to engaging in any athletic endeavor.

Regulations:

1. The Director of Education through the Health and Physical Education Department (HPE) shall develop maintain and **revise as required** a



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concussion protocol that implements the policy and protocol. The protocol shall include the following:

- a. **Concussion Education that will:**
 - i. **focus on awareness**
 - ii. **empower students to speak up if a concussion is suspected.**
 - iii. **Include strategies for sharing information on the seriousness of concussions, on concussion prevention, identification and management with students, parents, board employees, administrators, educators, school staff, volunteers, doctors and nurse practitioners and community-based organizations.**
 - b. Guidelines to help prevent the occurrence of a concussion.
 - c. Measures and procedures for recognizing that a concussion has taken place
 - d. Guidelines to direct the appropriate level of response depending on the signs and symptoms that are prevalent at the time of a suspected concussion. ~~Means of summoning immediate assistance to the concussed student or Board employee~~
 - e. Protocol for return to play and for return to learn
 - f. **A concussion code of conduct that outlines rules of behavior to minimize concussions while playing sport.**
2. The TCDSB Health and Physical Education Department shall provide appropriate in-servicing to school administration in the implementation of the concussion protocol.
 3. The TCDSB Health and Physical Education Department will distribute to all **Administrators**, Athletic Representatives and Department Heads of Physical



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Education the **current** OPHEA Safety Guidelines **that provide guidelines to reduce the incidences of concussions.** ~~which will alert staff to and prevention of concussions.~~

4. The TCDSB Health and Physical Education Department will provide coaches appropriate orientation to the Concussion Protocol through a standing item at Athletic Representatives Regional Meetings in September of each school year.
5. Each School Principal will in-service school staff annually, in September, on the Concussion Protocol.
6. **Each School Principal will post the most current** Pocket Concussion Recognition Tool (produced by Parachute Canada), distributed by the TCDSB Health and Physical Education Department. **The tool** shall be posted in all gymnasiums and a copy kept in the main office area, to assist with concussion identification.
7. All cases of suspected concussion will be addressed by the school principal or designate in consultation with the appropriate medical authorities who will be notified in the event that a concussion has been suspected. ~~Once a concussion has been determined by a medical practitioner, then the concussion protocol will take effect.~~
8. In the event of suspected or confirmed concussion, schools will follow the collective team approach, as found within the Timeline of TCDSB Concussion Protocol.



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Definitions:

Concussion:

~~A concussion is a brain injury that cannot be seen on routine x-rays, CT scans, or MRIs. It affects the way a person may think and remember things and can cause a variety of symptoms and signs.~~ **A concussion is a traumatic brain injury that causes changes in how the brain functions, leading to signs and symptoms that can emerge immediately or in the hours or days after the injury. It is possible for symptoms to take up to 7 days to appear.** You do NOT need to lose consciousness to have a concussion.

Metrics: Evaluation and Metrics:

1. The School Concussion Protocol will be reviewed ~~within the policy review cycle~~ **annually** to ensure compliance with legislation and any new TCDSB policies.
2. Survey Data is received annually from schools regarding the number of concussions and the outcome.