

# Franklin Public Schools Concussion Management Plan

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The Concussion Management Plan serves as a standard for concussion management.

The following components will be outlined as part this concussion management plan:

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## **Section 1: 2011 Wisconsin Act 172**

Because of the health risks associated with concussion and other head injuries and the frequency at which such injuries occur in youth athletic activities, the Wisconsin Legislature has enacted a state law that is intended to ensure that coaches, parents and athletes are provided with important concussion-related information and that athletes receive appropriate attention when a concussion occurs or is suspected. A “youth athletic activity” is defined as an organized activity in which participants are engaged in an athletic game or competition against another team, club or entity, or practice or preparation for an organized athletic game or competition against another team or entity. This includes school-sponsored sports as well as other organized youth athletic activities in the schools or community that meet the definition. A “youth athletic activity” does not include an activity that is incidental to a nonathletic program. ***See School Board Policy: #5222: Concussion and Head Injury.***

### **Concussion Overview: What is a Concussion?**

A concussion is a type of traumatic brain injury, or TBI, caused by a bump, blow, or jolt to the head that can change the way your brain normally works. Concussions can also occur from a fall or a blow to the body that causes the head and brain to move quickly back and forth. This affects the way an individual thinks, acts, behaves, and the physical skills needed to function on a daily basis. Each concussion is unique to each person, but there are some common signs and symptoms to be aware of to determine if an individual has a concussion.



- A concussion is a brain injury and all are serious.
- Most concussions occur without loss of consciousness.
- Recognition and proper response to concussions when they first occur can help prevent further injury or even death.

### **What are the Signs and Symptoms of a Concussion?**

Once a concussion is sustained, more signs and symptoms can develop in the next 24 hours, even in the next week. The severity and side effects of this brain injury will vary depending on the individual. Concussion symptoms may appear mild, but can lead to lifelong problems mentally, physically and psychologically if not managed correctly. A person can have signs and symptoms of a concussion without the loss of consciousness. Symptoms of a concussion can last for less than 1 day or up to 3 weeks or more. Most of the time, images taken with a CT, MRI or CAT scan appear normal and do not show the physiologic changes that occur to the brain with a concussion. Image studies are done to rule out other head injuries, such as skull fractures.

Signs	Symptoms
<p>Appears dazed or stunned</p> <ul style="list-style-type: none"> <li>○ Is confused about assignment or position</li> <li>○ Forgets an instruction</li> <li>○ Is unsure of game, score, or opponent</li> <li>○ Moves clumsily</li> <li>○ Answers questions slowly</li> <li>○ Loses consciousness (<i>even briefly</i>)</li> <li>○ Shows mood, behavior, or personality changes</li> <li>○ Can't recall events <i>prior</i> to hit or fall</li> <li>○ Can't recall events <i>after</i> hit or fall</li> </ul>	<ul style="list-style-type: none"> <li>○ Headache or “pressure” in head</li> <li>○ Nausea or vomiting</li> <li>○ Balance problems or dizziness</li> <li>○ Double or blurry vision</li> <li>○ Sensitivity to light</li> <li>○ Sensitivity to noise</li> <li>○ Feeling sluggish, hazy, foggy, or groggy</li> <li>○ Concentration or memory problems</li> <li>○ Confusion</li> <li>○ Does not “feel right” or is “feeling down”</li> </ul>

### When in Doubt, Sit Them Out.

There is nothing that truly prevents a concussion. Measures can be taken to reduce the risk of a concussion occurring. **The biggest way to prevent concussion is to know the signs and symptoms and educate other parents and coaches about concussions.** When an athlete knows when something is wrong and comes forward at the first sign of a concussion instead of continuing to play, the recovery time, magnitude of the brain injury, and the potential for long-term after effects of the brain injury are reduced.

Educating the athletes and the people around those athletes about concussion is a huge prevention technique. **Teach an athlete that it is not smart to play with a concussion.** It's important to teach athletes, parents, coaches, aunts, uncles etc. that putting pressure on an athlete to return too early from a concussion is not helping the athlete; it's making it worse. If an individual has a concussion, his/her brain needs time to heal. By making sure an athlete returns sign and symptom-free and performs a gradual return-to-play progression, a repeat concussion can be prevented.

Also keep track of concussions. If an individual has multiple concussions, and each subsequent concussion took less force to produce, that is a warning sign that the brain was not given enough time to heal before that person returned to play.

Properly fitting equipment is another way to reduce the risk of concussion. However, it should be noted that helmets do NOT prevent a concussion. Helmets prevent facial injuries and skull fractures. The second most important way to reduce the risk of concussion is proper technique for hitting or contact. For example, if athletes lead with their head when making a tackle, then they are at a significantly higher risk for a concussion and/or a neck injury. ***WI State Law and Franklin School District require an immediate removal from activity and medical evaluation of an individual suspected of having a head injury.***

### Section 2: Concussion Education

a.) Background Information: At the beginning of an individual sport season, student-athletes and/or parent/guardian, shall be presented with the Concussion Management Plan and will be required to review the Plan with a parent or guardian. Additional resources are also available including materials from the CDC at: <http://www.cdc.gov/concussion>, and the Department of Public Instruction at: <http://dpi.wi.gov/search/node/concussion> resources.



b.) Consent: All student-athletes and their parents/guardians will sign a statement or certify electronically where available, that they have received and reviewed the Concussion Management Plan which requires the student-athlete to accept responsibility for reporting his/her injuries and illness to the coaching/athletic training staff, parents, or other health care personnel including any signs and symptoms of a concussion. The student-athlete will be prohibited from participating in any practices or participating in any athletic activity until this agreement is signed. **See Appendix A: Concussion Management Plan Agreement.**

c.) Training: It is required that each year the schools' administrative staff, coaches, Licensed Athletic Trainers, school nurse and other appropriate personnel, shall review the Concussion Management Plan as well as any new information found on the CDC website at: <http://www.cdc.gov/concussion>. Annually, each coach is prohibited from working with any student athlete until he/she submits a signed acknowledgment of having received education about the signs, symptoms, and risks of sports related concussions. **See Appendix B: Coaches Acknowledgment of Concussion Education.** All coaches will be required to complete an online course indicated on concussions prior to working with student-athletes. The "Concussion in Sports: What You Need to Know" on-line course is available free of charge after registering at <http://www.nfhslearn.com>. It is an expectation that all coaches utilize the CDC pocket guide on the field to assist them in recognizing a possible concussion.

All school personnel, who as part of their job responsibilities is to provide any level of care to students in the school healthroom, will be required to participate in mandatory training regarding the recognition of the signs and symptoms of a concussion. As determined by Franklin Public Schools, repetition of the training may be required in subsequent years.

### **Section 3: Pre-Season Concussion Assessment**

a.) Optimally a concussion history should be included as part of all of the student/athlete's pre-participation physical health examinations with their health care professional.

b.) Neurocognitive Testing: Pre-season Impact Baseline for concussions is required of high school athletes. Franklin Public Schools has chosen to partner with Midwest Orthopedic Specialty Hospital for this purpose. Neurocognitive testing may be administered by the school's Licensed Athletic Trainer or other designated school personnel trained in test administration.

c.) It is recommended that every two years, high school student-athletes complete a baseline assessment prior to the beginning of the school year or their individual sports seasons as appropriate.

### **Section 4: Concussion Action Plan**

a.) Concussion or Head Injury Sustained during Organized Athletic Activities

1. When a student-athlete shows any signs, symptoms or behaviors consistent with a concussion, the athlete shall be removed immediately from practice or competition and evaluated by school personnel or other credentialed health care professional with specific training in evaluation and management of concussion.

2. Immediate referral of Emergency Medical Services (911) should be provided for any of the following “Red Flag Signs or Symptoms.”



- Loss of Consciousness
- Seizure Like Activity
- Slurring of Speech
- Paralysis of limb(s)
- Unequal pupils or dilated and non-reactive pupils
- At any point where the severity of the injury exceed the comfort level of the on-site medical personnel.

3. Where possible, the athlete shall be evaluated on the sideline by the Licensed Athletic Trainer or other appropriate health care professional that is credentialed in utilizing SAC (Sideline Assessment of Concussion Tool) or the SCAT2 (Sports Concussion Assessment Tool version 2).

4. Parents/guardians and the school principal will be notified in writing if the student-athlete displays any signs or symptoms consistent with a concussion. **See Appendix C: Parent/Guardian and School Official Notification**

5. A student-athlete displaying any sign or symptom consistent with a concussion shall be withheld from practice and shall not return to the activity until receiving clearance from a physician or credentialed health care provider trained in concussion management.

6. A student-athlete with a concussion shall provide his/her coach and school principal with information from their physician or credentialed health care provider in concussion evaluation, regarding their level of impairment as it relates to classroom participation and Return to Play. School personnel will convene to determine any necessary classroom accommodations. **See Appendix D: Concussion- Return to School and Play Recommendations**

#### **7. Return to Play: Wisconsin’s Sidelined for Safety Act 172**

Under this act, if an individual is removed from the activity, he/she “may not participate in a youth athletic activity until he or she is evaluated by a health care provider and receives a written clearance to participate in the activity from the health care provider.” For the entire Act 172, please visit the Wisconsin Legislature site at <https://docs.legis.wisconsin.gov/2011/related/acts/172> .

Once an individual is sign and symptom free for at least 24 hours and a physician or medical professional trained in concussion management has evaluated and cleared the athlete, a stepwise return to play progression can get started. Below is a the Return to Play Progression to be completed under the supervision of a medical professional:

- STEP 1. Sign and Symptom free for at least 24 hours
- STEP 2. 15-20 minutes of light stationary biking, elliptical or treadmill jogging.
- STEP 3. 45-60 minutes of strenuous activity such as sport specific drills with cones or ladders.
- STEP 4. Non-Contact drills in uniform. Ok to try weight lifting if appropriate.

STEP 5. Full practice with contact  
STEP 6. Full Game.



**Returning to play before an individual is sign and symptom free can result in Post-concussive Syndrome 2<sup>nd</sup> Impact Syndrome, or possibly Death. Returning too soon from a concussion can also leave an individual more susceptible to further concussions.**

b.) Concussion or Head Injuries Sustained Outside of Organized Athletic Activities:

Any staff member who receives a report from a student or parent that a concussion has occurred needs to refer it to the school administrator immediately. If a student reports a head injury or is observed sustaining a head injury at school, he/she must be immediately assessed and treated if appropriate. When the student sustains any type of head injury, the student's parent(s)/guardian will be contacted and provided important concussion-related information (**See Appendix E: Head Injury Notification**) and asked to provide the school with follow-up information regarding a confirmed concussion. If a concussion is confirmed, school personnel will meet to determine any necessary classroom accommodations.

## Section 5: Additional Resources

- Wisconsin Department of Public Instruction ([http://sped.dpi.wi.gov/sped\\_tbi-conc-resources](http://sped.dpi.wi.gov/sped_tbi-conc-resources) )
- Centers for Disease Control and Prevention (<http://www.cdc.gov/concussion/sports/index.html>)
- WI Sports Concussion Collaborative (<http://www.wisportsconcussion.org/>)
- WI Interscholastic Athletic Association (<http://wiaawi.org/index.php?id=430>)
- National Federation of State High School Associations (<http://www.nfhslearn.com/>)
- Milwaukee Journal Sentinel – Dr. Walters Interview (<http://www.jsonline.com/multimedia/video/?bctid=1465030068001>)



**Student/Athlete and Parent/Guardian  
Concussion Management Plan Agreement**  
(Signatures required prior to participation)

In accordance with **Wisconsin’s Sideline for Safety Act 172**, we the undersigned, student/athlete and parent/guardian, have read the Franklin Public Schools Concussion Management Plan and have been informed of the signs, symptoms, and risks of a sport-related concussion.

The student/athlete and parent/guardian agree to accept responsibility for reporting any signs and symptoms of a concussion to the coaching/athletic training staff, or other health care personnel.

The student/athlete and parent/guardian, acknowledge, understand, and agree to abide by the fact that students are prohibited from any participation until this form is completed and returned to the appropriate school personnel.

By signing below we, student/athlete and parent/guardian, acknowledge and understand our responsibility to abide by and consent to all Franklin School District concussion protocols.

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*Printed name of student/athlete* *Signature* *date*

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*Printed name of parent/guardian* *Signature* *date*

**Return to:** Athletics & Activities Department, School Office or Recreation Department Office



## **Coaches Acknowledgment of Concussion Education Franklin School District**

In accordance with Wisconsin's Sidelined For safety Act 172, I acknowledge having completed an on-line course about the signs, symptoms, and risks of sport related concussion and understand that I am prohibited from working with students until this form is completed and returned to the School's Athletic Office, School Office or Recreation Dept. Office.

I acknowledge my responsibility as a Franklin School District coach regarding Wisconsin's Sidelined for Safety Act 172 and agree to abide by all conditions therein and to follow Franklin School District concussion protocols.

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Print Name	Sign Name	Date
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Return to: Athletics & Activities Department, School Office or Recreation Dept. Office



## Parent/Guardian and School Official Notification of Signs or Symptoms of Concussion Injury of a Student Athlete

*(To be completed upon observation of **injury that shows signs or symptoms of a concussion** or later report of injury that shows signs or symptoms of a concussion)*

Student Athlete: \_\_\_\_\_

Date of Injury: \_\_\_\_\_

Activity: \_\_\_\_\_

Description:



A sideline assessment has been conducted by a credentialed health care provider in concussion evaluation.  
See **Concussion- Return to School and Play Recommendations**

Credentialed Health Provider Name: \_\_\_\_\_

Credentialed Health Provider Signature: \_\_\_\_\_

***\*It is always recommended that you follow up with your own physician.***



A concussion assessment has NOT been conducted by a credentialed health care provider in concussion evaluation and you are required to see your own physician and/or a credentialed health care provider in concussion evaluation. You will not be allowed to participate in athletic practices or games until this evaluation is completed and you return the **Concussion- Return to School and Play Recommendations** form.

Coach or School Personnel Name: \_\_\_\_\_

Coach of School Personnel Signature: \_\_\_\_\_

Cc: (yellow) Athletics & Activities Department, School office or Recreation Dept. Office  
(pink) School or School Recreation Nurse

# Concussion Management

*WI State Law and Franklin School District require an immediate removal from activity and medical evaluation of an individual suspected of having a head injury.*

The important part of concussion management is rest. **Rest is the most important thing after a concussion because it helps the brain heal.** Like any muscle, if the brain is used when it is hurt, it will increase the injury. Therefore it is important to limit the amount of stimulation the brain receives while an individual has a concussion or other head injury. If the symptoms of a concussion are ignored or an individual tries to “tough it out”, this will often make the concussion worse and prolong healing. It also increases the likelihood of a repeat concussion once the individual returns to play.

Things to avoid while recovering from concussion include reading, computer usage, texting, any type of activity that raises the heart rate. Sustaining another concussion before an individual is healed from the first one may result in brain swelling, permanent brain damage, and/or death.

It is recommended in some cases that if an individual sustains a concussion he/she may want to miss school until the signs and symptoms decrease to a manageable level, and then slowly and gradual return back to normal daily activities such as work and school. In the case of young adults, the medical professional can provide documentation for schools to help with lost class time, learning difficulties, recovering grades and returning to regular classes.

If individuals experience signs and symptoms again, symptoms get worse, or new ones appear, then they are pushing themselves too hard. This is an indication that the brain is not healed yet and needs more time and rest to recover. If an individual has a medical condition such as chronic headaches or migraines, recovering from a concussion may take longer. **Rest and time are the keys to healing properly from a concussion.**

**Appendix D: Concussion- Return to School and Play Recommendations**

**Concussion- Return to School and Play Recommendations**

This form or an equivalent from must be completed by a physician or credentialed health care provider in concussion management. Under **Wisconsin’s Sideline for Safety Act 172**, if an individual is removed from the activity, he/she “*may not participate in a youth athletic activity until he or she is evaluated by a health care provider and receives a written clearance to participate in the activity from the health care provider.*”

Student Athlete Name: \_\_\_\_\_ Date of Assessment: \_\_\_\_\_

Date of Re-evaluation: \_\_\_\_\_

Physician or Credentialed Health Provider: \_\_\_\_\_

Physician or Credentialed Health Provider Signature: \_\_\_\_\_

You have **Not** been diagnosed with a concussion.  No reported symptoms

**You have been diagnosed with a concussion.** Today the following symptoms are present (circle).

	<b>Physical</b>	<b>Thinking</b>	<b>Emotional</b>	<b>Sleep</b>
Headaches	Sensitivity to light	Feeling mentally foggy	Irritability	Drowsiness
Nausea	Sensitivity to noise	Problems concentrating	Sadness	Sleeping more than usual
Fatigue	Numbness/Tingling	Problems remembering	Nervousness	Sleeping less than usual
Visual problems	Vomiting	Feeling more slowed down	Feeling more emotional	Trouble falling asleep
Balance Problems	Dizziness			

It is recommended you **contact your physician.**

**Returning to School** (check)

Return to normal school activities.

Prior to returning to school, the student-athlete’s parent or guardian must contact the Elementary School Principal or HS or Middle School Associate Principal.

**Gradual Return to Play Plan** (circle)

1. No physical activity
2. Low levels of physical activity (i.e., ). This includes walking, light jogging, light stationary biking, light weightlifting (lower weight, higher reps, no bench, no squat).
3. Moderate levels of physical activity with body/head movement. This includes moderate jogging, brief running, moderate-intensity stationary biking, moderate-intensity weightlifting (reduced time and/or reduced weight from your typical routine).
4. Heavy non-contact physical activity. This includes sprinting/running, high-intensity stationary biking, regular weightlifting routine, non-contact sport-specific drills (in 3 planes of movement).
5. Full contact in controlled practice.
6. Full contact in game play.

Cc: (yellow) Athletics & Activities Department, School office or Recreation Department/ (pink) School or School Rec. Nurse



## Head Injury Notification

Dear Parent/Guardian -

This is to inform you that your child, \_\_\_\_\_  
 was sent to the health room today, \_\_\_\_\_ at \_\_\_\_\_ am/pm  
 reporting a head injury. Your teacher/child described the injury as follows:

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### Head Injury Information

Although no evidence of serious injury was found at this time, it is necessary for you to contact your doctor if any signs or symptoms of a concussion become present.

**What are the Signs and Symptoms of a Concussion?**

If a concussion is sustained, more signs and symptoms can develop in the next 24 hours, even in the next week. The severity and side effects of this brain injury will vary depending on the individual. Concussion symptoms may appear mild, but can lead to lifelong problems mentally, physically and psychologically if not managed correctly. A person can have signs and symptoms of a concussion without the loss of consciousness. *For more information about concussions, refer to the Franklin Public Schools Board Policy # 5222: Concussion and Head Injury and the Franklin Public Schools Concussion Management Plan found on the District website.*

Signs	Symptoms
<ul style="list-style-type: none"> <li>○ Is confused about assignment or position</li> <li>○ Appears dazed or stunned</li> <li>○ Forgets an instruction</li> <li>○ Is unsure of game, score, or opponent</li> <li>○ Moves clumsily</li> <li>○ Answers questions slowly</li> <li>○ Loses consciousness (even briefly)</li> <li>○ Shows mood, behavior, or personality changes</li> <li>○ Can't recall events prior to hit or fall</li> <li>○ Can't recall events after hit or fall</li> </ul>	<ul style="list-style-type: none"> <li>○ Headache or "pressure" in head</li> <li>○ Nausea or vomiting</li> <li>○ Balance problems or dizziness</li> <li>○ Double or blurry vision</li> <li>○ Sensitivity to light</li> <li>○ Sensitivity to noise</li> <li>○ Feeling sluggish, hazy, foggy, or groggy</li> <li>○ Concentration or memory problems</li> <li>○ Confusion</li> <li>○ Does not "feel right" or is "feeling down"</li> </ul>

*\*If your child had been diagnosed with at concussion, please contact your school administrator.*

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*Health Room*

**FRANKLIN PUBLIC SCHOOLS**

**BOARD POLICY 5222**

**CONCUSSION AND HEAD INJURY**

A concussion is a type of traumatic brain injury, or TBI, caused by a bump, blow, or jolt to the head that can change the way your brain normally works. Concussions can also occur from a fall or a blow to the body that causes the head and brain to move quickly back and forth. The District acknowledges that accidents can occur and has developed this policy along with a Concussion Management Plan to ensure staff, students and parents/guardians are fully educated and informed of school district protocol.

**Concussion or Head Injury Sustained during Organized Athletic Activities:**

Each participant and coach at the beginning of any organized athletic activity in which participants, a majority are under 19 years of age, are engaged in an athletic game or competition against another team, club or entity, or practice or preparation for an organized athletic game or competition against another team, must be provided concussion and head injury information. All student athletes and their parents/guardians will sign an agreement in which the student-athlete accepts the responsibility for reporting their injuries and illness to the coaching/athletic training staff, parents or other health care personnel including signs and symptoms of concussions.

No person may participate in an organized athletic activity unless the person returns the concussion and head injury agreement signed by the person (e.g., student athlete) and, if he/she is under age 19, by his/her parent/guardian. If the person does not return the signed agreement, he/she cannot participate in the organized athletic activity.

An athletic coach, athletic trainer, or official involved in organized athletic activity, or health care provider is required to remove a person from an organized athletic activity if he/she determines that person exhibits signs, symptoms, or behavior consistent with concussions or head injury, or if the coach, athletic trainer, official or health care provider suspects the person has sustained a concussion or head injury.

A person who has been removed from an organized athletic activity may not participate in an organized athletic activity until he/she is evaluated by a physician or a medical professional certified in concussion management and receives a written clearance to participate in the activity.

Any athletic coach, athletic trainer, or official involved in an athletic activity, or volunteer who fails to remove a person from a organized athletic activity under the provisions of Wisconsin Act 172 is immune from civil liability for any injury resulting from that omission unless it constitutes gross negligence or willful and wonton misconduct.

**Concussion or Head Injuries Sustained Outside of Organized Athletic Activities:**

Any staff member who receives a report from a student or parent that a concussion has occurred needs to refer this information to the school administrator immediately. If a student reports a head injury or is observed sustaining a head injury at school, he/she must be sent to the healthroom where the injury will be assessed and treated if appropriate. When the student shows signs, symptoms or behaviors consistent with a concussion, the student's parent(s)/guardian will be contacted and provided important concussion-related information.

LEGAL REF: Wisconsin Act 172  
Adopted: November 14, 2012

The Franklin Public School District prohibits discrimination or harassment against pupils on the basis of sex, race, religion, national origin, ethnicity ancestry, color, creed, pregnancy, marital or parental status, sexual orientation, arrest or conviction record, physical, mental, emotional, or learning disability or handicap or any other category protected by state, federal or local law in any curricular, extracurricular, pupil services, recreational or other programs or facets of the district's operations.

The Franklin Public School District prohibits discrimination in employment or harassment on the basis of age, race, color, national origin, ethnicity, ancestry, sex, sexual orientation, pregnancy, religion, creed, marital status, veteran status, arrest or conviction record, disability or any other category protected by state, federal, or local law.

