

Management of Concussion and other Head Injuries Resource Guide

Flow Chart for Managing Gradual Return to School

Key individuals are informed:

- Parent informs school of a concussion that took place outside of school.
- If parent is unaware of the concussion, the school nurse or coach informs them.
- The school nurse informs teacher(s) about the student's concussion.
 - Tools available: sample letters1.2.3

Information sheet provided to the student about what they should know.

• Tool available: tips for students

The school identifies a concussion management point person to coordinate the gradual return to learn process.

This can be a guidance counselor, school nurse, or athletic trainer. If resources are available, the school may establish a concussion management team.

The Concussion management Point Person, with advice from other school staff, medical providers, and caregivers, develops written plan for the student that includes:

- Step by step instructions with guidance on gradual return to classroom studies
- Time frame for physical and cognitive rest
- Classroom accommodations or modifications
- Frequency of assessments by the school nurse, school physician, neuropsychologist, or athletic trainer
- A plan for communication and coordination among school personnel and between the school, the parent, and the student's medical provider

On-going academic and student assessments are shared with the student's medical provider.

 Tools available: Symptom monitoring sheet, Post-concussion academic monitoring tool.

Student gradually increases participation in academics as symptoms subside.

If after 4 weeks, the student is not better:

- The student and parent should consider pursuing a comprehensive, multidisciplinary assessment to develop a treatment and rehabilitation plan.
- The school is advised to establish a more formal concussion management team, and explore education plan options.