

Draft Concussion Policy for December 20, 2011 meeting – 2<sup>nd</sup> vote

5000 Students and Instruction

5700 Health and Safety

5709 Concussion

The Melrose School Committee recognizes that head injuries sometimes occur during extracurricular activities such as the athletics program and that such injuries can have serious medical consequences for the injured student if appropriate and immediate actions are not taken. Furthermore, the Committee recognizes that the district must do what is prudent and in compliance with state law and regulation to reduce the likelihood of head injuries in the first place.

Therefore, and in accordance with 201 CMR 006, the Committee directs the Superintendent to form a Head Injury Committee composed of a school administrator, school nurse, school and/or team physician, athletic director, certified athletic trainer, guidance counselor, and teacher to develop procedures and review them every two years. These procedures shall address:

Responsibilities of the Athletic Director, coaches, athletic trainer, and school nurse;

- Maintenance of records;☐
- Documentation of physical examination consistent with 105 CMR 200.100(B)(3);☐
- Review of medical information;☐
- Training requirements for students, their parents, and coaches;☐
- Pre---participation requirements;☐
- How to identify a head injury or suspected concussion;☐
- How to report head injuries and to whom the report should be made;☐
- Parental notification of head injuries;☐
- Medical clearance protocol to resume participation after an injury;☐
- Conditions for exclusion from participation if necessary; and☐
- Protocol for graduated reentry to the activity once medical clearance has been given.

The School Committee also directs the Superintendent to designate the Athletic Director or other school personnel with administrative authority to be responsible for the implementation of the procedures developed by the Head Injury Committee. In accordance with 105 CMR 201.00, the Athletic Director shall affirm on school or district letterhead by January 1, 2012 to the Department of Public Health that this policy has been developed and that the procedures, once developed by the Head Injury Committee, will be reviewed every two years thereafter. These procedures shall be incorporated into the Middle and High School Student Handbook.