

**STUDENT CONCUSSIONS AND OTHER TRAUMATIC BRAIN INJURIES  
DURING EXTRACURRICULAR ACTIVITIES**

**Comment [JA1]:** Policy updated to reflect amendments to Va. Code § 22.1-271.5 by HB 1930.

**Definitions**

**Traumatic Brain Injury:** a disruption in the normal function of the brain that can be caused by a bump, blow, or jolt to the head, or penetrating head injury.

**Concussion:** a type of traumatic brain injury that is characterized by an onset of impairment of cognitive and/or physical functioning and is caused by a blow to the head, face, or neck, or a blow to the body that causes a sudden jarring of the head (i.e., a helmet to the head, being knocked to the ground). A concussion can occur with or without a loss of consciousness, and proper management is essential to the immediate safety and long-term future of the injured individual.

**Licensed Healthcare Provider:** a physician, physician assistant, osteopath, or athletic trainer licensed by the Virginia Board of Medicine; a neuropsychologist licensed by the Board of Psychology; or a nurse practitioner licensed by the Virginia State Board of Nursing.

**Return-to-Learn:** instructional modifications that support a controlled, progressive increase in cognitive activities while the student recovers from a brain injury allowing the student-athlete to participate in classroom activities and learn without worsening symptoms and potentially delaying healing.

**Return to Play:** to participate in a non-medically supervised practice, game, or athletic competition.

**I. The Alexandria City Public Schools Concussion Management Team**

**Comment [JA2]:** This content will be included in Regulation JJAC-R.

- ~~• The Alexandria City Public Schools Concussion Management Team (“CMT”) shall be appointed by the Superintendent of Schools and shall consist of a school administrator, an athletic administrator, a licensed healthcare provider, a coach, a parent or guardian of a student athlete, a student athlete, and any such other person the Superintendent determines will assist the CMT in its actions. A current roster of CMT members are listed in Regulation JJAC R.~~
- ~~• The CMT shall develop concussion training materials for school personnel, volunteers, student athletes, and parents/guardians of student athletes. Those materials may address the proper fitting and maintenance of helmets. The CMT shall also develop concussion reporting, management, and review protocols for the school division. The CMT shall maintain a record of all incidents where a student athlete has been removed from a game, competition, or practice because he or she has been suspected of sustaining a concussion.~~
- ~~• The CMT shall meet at least once per semester and shall evaluate the Division’s training materials, concussion reporting, management, and review protocols annually.~~

~~II. Required Concussion Training for School Personnel and Volunteers:~~

**Comment [JA3]:** This content will be included in Regulation JJAC-R.

- ~~• Every Coach, Assistant Coach, School Staff Member, Adult Volunteer, or other person serving in a coaching or advisory role over student athletes during games, competitions, or practices shall receive training in the signs and symptoms of sports related concussions, strategies to reduce the risk of concussions, how to seek proper medical treatment for concussions, and the process by which a concussed student athlete may safely return to practice or competition. Each school and the CMT shall maintain a written record of the names and dates of completion for all persons completing the school's concussion training.~~
- ~~• Each school shall ensure that no person is allowed to coach or advise a student athlete in any practice, game, or competition who has not completed the school's concussion training within the previous twelve months.~~

~~III. Distribution of Training Materials to Student Athletes and Parent/Guardian:~~

- ~~• Prior to participating in any extracurricular physical activity, each student athlete and the student athlete's parent or guardian shall review concussion training materials developed by the CMT and sign a statement acknowledging receipt of such information. The concussion training materials shall describe the short and long term health effects of concussions.~~
- ~~• The signed statements acknowledging the receipt of concussion training materials shall be valid for one calendar year and will satisfy the concussion training requirements for all of a student athlete's extracurricular physical activities for a calendar year.~~

~~IV. Removal from Extracurricular Physical Activities:~~

**Comment [JA4]:** This content will be included in Regulation JJAC-R.

- ~~• A student athlete suspected by a student athlete's coach, athletic trainer, or team physician of sustaining a concussion or brain injury in a practice, game, or competition shall be removed from the activity immediately, evaluated, and if necessary referred for further treatment. A student athlete who has been removed from play, evaluated, and suspected to have sustained a concussion or other brain injury shall not return to play that same day.~~
- ~~• In determining whether a student athlete removed from play is suspected of having sustained a concussion, an appropriately licensed healthcare provider or other properly trained individual shall evaluate the student athlete at the time of removal, utilizing a standardized concussion sideline assessment instrument (e.g., Sideline Concussion Assessment Tool (SCAT II, SCAT III, ChildSCAT3), the Standardized Assessment of Concussion (SAC), or the Balance Error Scoring System (BESS)).~~
- ~~• The determination of whether a student athlete removed from play is suspected of having sustained a concussion shall be the sole determination of the licensed healthcare provider~~

~~or other properly trained individual conducting the concussion sideline assessment. Such determination is final and may not be overruled by another licensed healthcare provider or other properly trained individual, coach, assistant coach, school staff member, or other person serving in a coaching or advisory role, the student athlete, or the parent or guardian of the student athlete.—~~

- ~~• The coach of a student athlete may elect not to return the student athlete to play, even if after the concussion sideline assessment it is determined that the student athlete is no longer suspected of having sustained a concussion.—~~

#### ~~V. Return to Play Protocol~~

- ~~• No student athlete shall be allowed to return to extracurricular physical activities, which includes the student athlete's practices, games, or competitions, until the student presents a written medical release from the student athlete's licensed healthcare provider. The written medical release shall certify that (i) the provider is aware of the current medical guidance on concussion evaluation and management; (ii) the student athlete no longer exhibits signs, symptoms, or behaviors consistent with a concussion at rest or with exertion; and (iii) that the student athlete has successfully completed a progressive return to sports participation program. The length of a progressive return to sports participation program shall be determined by the student athlete's licensed healthcare provider but shall last a minimum of five calendar days.—~~
- ~~• The coach of a student athlete may elect not to allow a student athlete to return to extracurricular physical activities, even after the production of a written medical release from the student athlete's licensed healthcare provider, if the coach observes signs and symptoms of sports related concussions. If the student athlete's coach makes such a decision, the coach shall communicate the observations and concerns to the student athlete's parent or guardian within one day of the decision not to allow such student athlete to return to extracurricular physical activities.—~~

#### ~~VI. Return to Learn Protocol~~

- ~~• School personnel shall be alert to cognitive and academic issues that may be experienced by a student who has suffered a concussion or other head injury, including (i) difficulty with concentration, organization, and long term and short term memory; (ii) sensitivity to bright lights and sounds; and (iii) short term problems with speech and language, reasoning, planning, and problem solving.—~~
- ~~• School personnel shall accommodate the gradual return to full participation in academic activities by a student who has suffered a concussion or other head injury as appropriate, based on the recommendation of the student's licensed healthcare provider as to the appropriate amount of time that such student needs to be away from the classroom.—~~

#### ~~VII. Helmet Replacement and Reconditioning~~

**Comment [JA5]:** This content has been revised below.

**Comment [JA6]:** This content has been revised below.

**Comment [JA7]:** This content will be included in Regulation JJAC-R.

- ~~All helmets used in school physical activities must conform to the National Operations Committee on Standards for Athletic Equipment (NOCSAE) and certified as conforming by the manufacturer at the time of purchase.—~~
- ~~Reconditioned helmets that have been purchased must be recertified as conforming to the NOCSAE by the reconditioner.—~~

#### **VIII. Athletic Activities Conducted by Non-School Organizations on School Property**

**Comment [JA8]:** This content has been revised below.

~~The school division may provide this policy and the Virginia Board of Education's Guidelines for Policies on Concussions in Student Athletes to organizations sponsoring athletic activity for student athletes on school property. The school division does not enforce compliance with the policy or Guidelines by such organizations.~~

#### **Generally**

In order to participate in any extracurricular physical activity, each student-athlete and the student-athlete's parent or guardian must review, on an annual basis, information on concussions provided by the school division. After having reviewed materials describing the short- and long-term health effects of concussions, each student-athlete and the student-athlete's parent or guardian must sign a statement acknowledging receipt of such information, in a manner approved by the Board of Education.

#### **Return to Play Protocol**

A student-athlete suspected by that student-athlete's coach, athletic trainer, or team physician of sustaining a concussion or brain injury in a practice or game is removed from the activity at that time. A student-athlete who has been removed from play, evaluated, and suspected to have a concussion or brain injury does not return to play that day or until the student-athlete is:

- Evaluated by an appropriate licensed health care provider as determined by the Board of Education; and
- In receipt of written clearance to return to play from such licensed health care provider.

The licensed health care provider evaluating student-athletes suspected of having a concussion or brain injury may be a volunteer.

#### **Return to Learn Protocol**

School personnel are alert to cognitive and academic issues that may be experienced by a student who has suffered a concussion or other head injury, including:

- Difficulty with concentration, organization, and long-term and short-term memory;
- Sensitivity to bright lights and sounds; and
- Short-term problems with speech and language, reasoning, planning, and problem solving.

School personnel accommodate the gradual return to full participation in academic activities of a student who has suffered a concussion or other head injury as appropriate, based on the recommendation of the student's licensed health care provider as to the appropriate amount of time that such student needs to be away from the classroom.

**Procedures**

The Superintendent is responsible for developing, and biennially updating, procedures regarding the identification and handling of suspected concussions in students. These are included in Regulation JJAC-R: Guidelines for Concussion Management in Alexandria City Public Schools.

**Athletic Activities Conducted by Non-School Organizations on School Property**

The school division may provide this policy and Regulation JJAC-R to organizations sponsoring athletic activity for student-athletes on school property. The school division does not enforce compliance with the policy by such organizations.

Adopted: July 1, 2011  
Amended: December 18, 2014  
Affirmed: June 11, 2015  
Amended: June 22, 2017  
Amended:

Legal Refs.: Code of Virginia, 1950, as amended, ~~§ 22.1-271.5, 22.1-271.6~~

~~Virginia Board of Education Guidelines for Policies on Concussions in Student Athletes (Adopted January 22, 2015)~~

Cross Refs.: JJAC-R ACPS Guidelines for Concussion Management in Alexandria City Public Schools Guidelines  
KG Community Use of School Facilities  
KG-R Community Use of School Facilities Regulations and Application  
KGB Public Conduct on School Property