

## Policy Type: Student Policy

### Title: Head Injury and Concussion Policy

**Effective:** As listed below

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#### Purpose

Custom Class Charter School (“Custom Class” or the “School”) is committed to protecting the health and safety of students by establishing clear procedures for identifying, responding to, and managing suspected concussions and head injuries. When a student shows any signs, symptoms, or behaviors consistent with a concussion or head injury, the student shall be **removed immediately from all learning and physical activity** and the student’s parent(s) or guardian(s) shall be notified as soon as possible.

This policy applies to all school-sponsored activities, including in-person learning, Family Service Center activities, athletics, extracurricular programs, and any other school-related events.

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#### Policy

##### 1. Identification and Immediate Response

Any student who exhibits signs, symptoms, or behaviors consistent with a concussion or head injury shall be **removed immediately** from activity, class, play, or participation. The student shall not return to activity on the same day.

Signs and symptoms may include, but are not limited to:

- Headache or pressure in the head
- Dizziness or balance problems
- Nausea or vomiting
- Sensitivity to light or noise

- Confusion, disorientation, or memory difficulty
  - Slurred speech
  - Changes in behavior, mood, or consciousness
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## 2. Medical Emergencies

The following situations constitute a **medical emergency** and require immediate activation of emergency medical services (EMS) and transport to the nearest emergency department:

- Any student with a **witnessed loss of consciousness (LOC)** of any duration;
- Any student with concussion symptoms who is **not stable**, including worsening condition;
- Deterioration of neurological function;
- Decreasing level of consciousness;
- Decrease or irregularity in respirations;
- Signs or symptoms of associated injuries, including suspected spine or skull fracture or internal bleeding;
- Mental status changes, including lethargy, difficulty maintaining arousal, confusion, or agitation;
- Seizure activity;
- Unequal or non-reactive pupils; or
- Vomiting brought on by trauma.

In such cases, the student may be spine-boarded if appropriate and transported by emergency vehicle.

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## 3. Stable but Symptomatic Students

A student who is symptomatic but medically stable may be released **only to a parent or guardian** for transport to a healthcare provider.

If a parent or guardian cannot be reached immediately and the student is otherwise able to be sent home, Custom Class shall ensure that the student is released only to a **responsible adult** who:

- Is capable of monitoring the student; and
- Understands the home care instructions provided.

School personnel shall continue reasonable efforts to contact the parent or guardian.

If there is **any uncertainty** regarding the student's condition, or if appropriate monitoring cannot be ensured, the student shall be referred to an emergency department for evaluation.

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#### **4. Supervision Until Transfer of Care**

A designated school representative (including an administrator, Family Service Center staff member, or supervising teacher) shall accompany and remain with the student until the student is transferred to the care of a parent, guardian, responsible adult, or emergency medical personnel.

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#### **5. Return to Activity**

A student diagnosed with a concussion or head injury shall be **withheld from all school-related activities for the remainder of the day**.

A student may not return to physical activity or school-sponsored activities until:

- The student is symptom-free; **and**
  - The School receives written clearance from a licensed healthcare provider trained in concussion management, consistent with Utah law and School procedures.
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#### **6. Documentation and Communication**

Custom Class shall document:

- The observed signs or symptoms;
- The actions taken by School personnel;
- Notifications made to parents or guardians; and
- Medical recommendations or clearance received.

Documentation shall be maintained in accordance with student record retention and privacy requirements.

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## **Certification**

The undersigned officers and/or Board of Directors of Custom Class Charter School certify that this Head Injury and Concussion Policy was duly adopted as of the date below and replaces all previous Head Injury and Concussion policies.

Signature:

Matthew J. Middione – Board Chair

Signature:

Douglas Reed – Board Vice Chair

**Effective Date:** As listed above

**Revised Date:**

**References:**

Utah Administrative Code R277-614-4