

## **Worcester County Department of Recreation & Parks Concussion Awareness Policy**

Concussion awareness information will be handed out to all Worcester County Department of Recreation & Parks (WCRP) staff members, youth participants, parents/guardians, and volunteer coaches for all WCRP youth sports programs.

Volunteer coaches and parents/guardians will receive a Concussion Training Acknowledgement Form that they will need to sign off on in order for them to coach or for their child to participate in a WCRP youth sports program.

The following steps will be taken when a suspected concussion occurs:

- Volunteer coaches will be instructed that if they suspect that a child is showing signs of a concussion or if a child complains to a coach about symptoms of a concussion that child will be taken out of the game immediately.
- The coach will then notify the parent/guardian of the reported or observed symptoms and also notify the WCRP staff member.
- It is then up to the parent/guardian on how to proceed with their child but the child will NOT be able to return to that day's game.
- Upon returning it is up to the parent to let the volunteer coach or WCRP staff member know that their child can return to play.
- Upon receiving a report of a possible concussion, the WCRP staff member will fill out an Incident Report and specifically state the symptoms that were reported.
- Make sure that the parent/guardian or volunteer coach signs the Incident Report as the witness.
- If the WCRP staff member is a Program Monitor, they will turn the Incident Report into the Program Manager.
- The Program Manager will then follow the proper procedure for handling Incident Reports.

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