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## HEAD INJURY POLICY

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### RATIONALE

CBC Fremantle acknowledges that a common goal shared by all Catholic schools is that students should learn about their value as human persons from the time they enter the College community. This principle influences every level of the College's life so that students learn about their own dignity and value as a human person. The care and attention they receive from all within the College should help them realise this fundamental principle.

### SCOPE

This policy encompasses all students while at school and when participating in any school-sponsored event.

CBC Fremantle is committed to ensuring the safety of students while at school and when participating in any school-sponsored events. CBC Fremantle is aware that head injuries can happen to any student, not just an athlete.

The aim of this policy is to ensure that all students with a head injury receive timely and appropriate advice and care to enable them to safely return to everyday activities and sport. CBC Fremantle has developed procedures to address head injuries that occur during the school day and during school sponsored events.

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### *Definitions*

#### **Head Injury**

A head injury is a knock to the head that may cause pain, cuts, swelling and/or bruising. Most head injuries are not serious but occasionally they can be and may result in trauma or damage to the brain.

#### **Concussion**

Concussion is a traumatic brain injury, induced by biomechanical forces to the head, or anywhere on the body which transmits an impulsive force to the head. It causes short-lived neurological impairment, and the symptoms may evolve over the hours or days following the injury.

CBC Fremantle recognises that educating key individuals, including students, parents, carers, teachers, coaches about prevention and early recognition of concussions remains the most important components of improving the care of students with concussion.

The College has a shared responsibility for the wellbeing of students in partnership with parents and carers.

This policy is to be read in conjunction with the [PCH Head Injury Fact Sheet](#).

The objectives of this policy and its procedures is to provide coaches, staff, parents, carers and volunteers with appropriate information and resources to:

- understand what concussion is and why it is important, particularly for children
- recognise concussion
- manage a suspected concussion
- manage return to participation after concussion
- know where to get more information about concussion.



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### Obligations of Legal Guardians

- If there are any signs of concussion (see Appendix 1A), the legal guardian ensures the student is assessed by a medical practitioner.
- The legal guardian informs CBC Fremantle through student services of the medical practitioner's assessment of the head injury.
- If a student is concussed outside of school activities, the school is notified of the concussion.
- If a student is diagnosed with concussion, the legal guardian supports CBC Fremantle's Management of Concussion Guidelines.

### Obligations of Students

- Students who have received any head injury respect the decision of the staff member who has a duty of care.
- Students with diagnosed concussion follow the CBC Fremantle Head Injury Policy and Management of Concussion guidelines.

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### Obligations of College Staff

- The concept of duty of care requires that a staff member must take reasonable care to avoid acts or omissions which they can reasonably foresee would be likely to injure the student and take steps to remove those dangers.
- As soon as practicable refer the injured student to the nearest first aid post or medical facility for assessment. If in doubt, call an ambulance 000.
- Complete “Safety Incident Form” for head injury.
- Report directly (in person or by phone) to the most appropriate person responsible for the care of the student.
- If the head injury is sport related, inform the Head of Sport and the Head of Physical Education.
- Hand over must be to another adult who has a duty of care for the student, with a verbal explanation of the circumstances of the injury accompanied by any written documentation.
- Confirmation that the student will be monitored for any changes to his condition is essential.
- In handover to the appropriate adult, it is recommended that the student sees a medical practitioner for a concussion assessment.
- The medical report must be provided to Student Services who will inform the Head of House, Head of Sport and Head of Physical and Health Education of the doctor’s assessment of the head injury.

The Principal is required to ensure that all staff are aware of and comply with the CBC Fremantle Head Injury Policy.

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### *Procedures*

In the early stages of a head trauma, it is often not clear whether you are dealing with a concussion or there is a more severe underlying structural head injury. For this reason, the most important steps in initial management include:

#### *Non-Sporting related head injury*

1. Recognising a head injury
2. Follow CBC Fremantle Accident Management Procedures
3. Recognise a suspected concussion (see Appendix 1A)
4. Remove from activity
5. Transfer to Student Services

#### *Sport related head injury*

1. Recognising a head injury
2. Follow CBC Fremantle Accident Management Procedures
3. Recognising a suspected concussion (see Appendix 1A)
4. Removing the player from the game
5. Referring the player to a medical doctor for assessment.
6. Where there is no medical doctor present to assess the player, or the diagnosis of concussion cannot be ruled out at the time of injury, the player must **NOT** be allowed to return to play in the same match / training session.
7. If there is any doubt about whether an athlete is concussed, that athlete should not be allowed to return to sport until cleared by a medical practitioner.
8. **If in doubt, sit them out!**

In the case of a concussion a student will be required to be managed as per the CBC Fremantle's Management of Concussion Guidelines.

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### APPENDIX 1A

Most head injuries are not serious but occasionally they can be and may result in damage to the brain. It is recommended that you seek medical attention immediately if any of the following develop as a result of trauma to the head

Any one or more of the following visual clues can indicate a possible concussion:

- Loss of consciousness or responsiveness
- Lying motionless on ground/slow to get up
- Vomiting
- Seizure or convulsion
- Unsteady on feet/balance problems or falling over/incoordination
- Grabbing/clutching of head
- Dazed, blank or vacant look
- Confused/not aware of plays
- Facial injury

Symptoms reported by the player that should raise suspicion of concussion include:

- Headache
- Nausea or feel like vomiting
- Blurred vision
- Balance problems or dizziness
- Feeling “dinged” or “dazed”
- “Don’t feel right”
- Sensitivity to light or noise,
- More emotional or irritable than usual
- Sadness, nervous/anxious
- Neck pain
- Feeling slowed down, feeling like in a fog
- Difficulty concentrating or difficulty remembering



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### RELATED DOCUMENTS

- CBC Fremantle Student Pastoral Care Policy
- EREA Child Protection Policy
- PCH Head Injury Fact Sheet  
<https://pch.health.wa.gov.au/-/media/Files/Hospitals/PCH/General-documents/Patients-and-Families/Health-facts/Head-injury.pdf>
- THE MANAGEMENT OF SPORT-RELATED CONCUSSION IN AUSTRALIAN FOOTBALL With Specific Provisions for Children and Adolescents (Aged 5-17 Years)  
[THE MANAGEMENT OF SPORT-RELATED CONCUSSION IN AUSTRALIAN FOOTBALL \(afl.com.au\)](https://www.afl.com.au)
- CBC Fremantle Management of Concussion Guidelines
- CBC Fremantle Accident Management Procedures