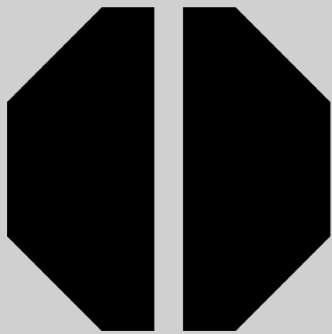


GOVERNMENT OF ONTARIO

CONCUSSION AWARENESS RESOURCE



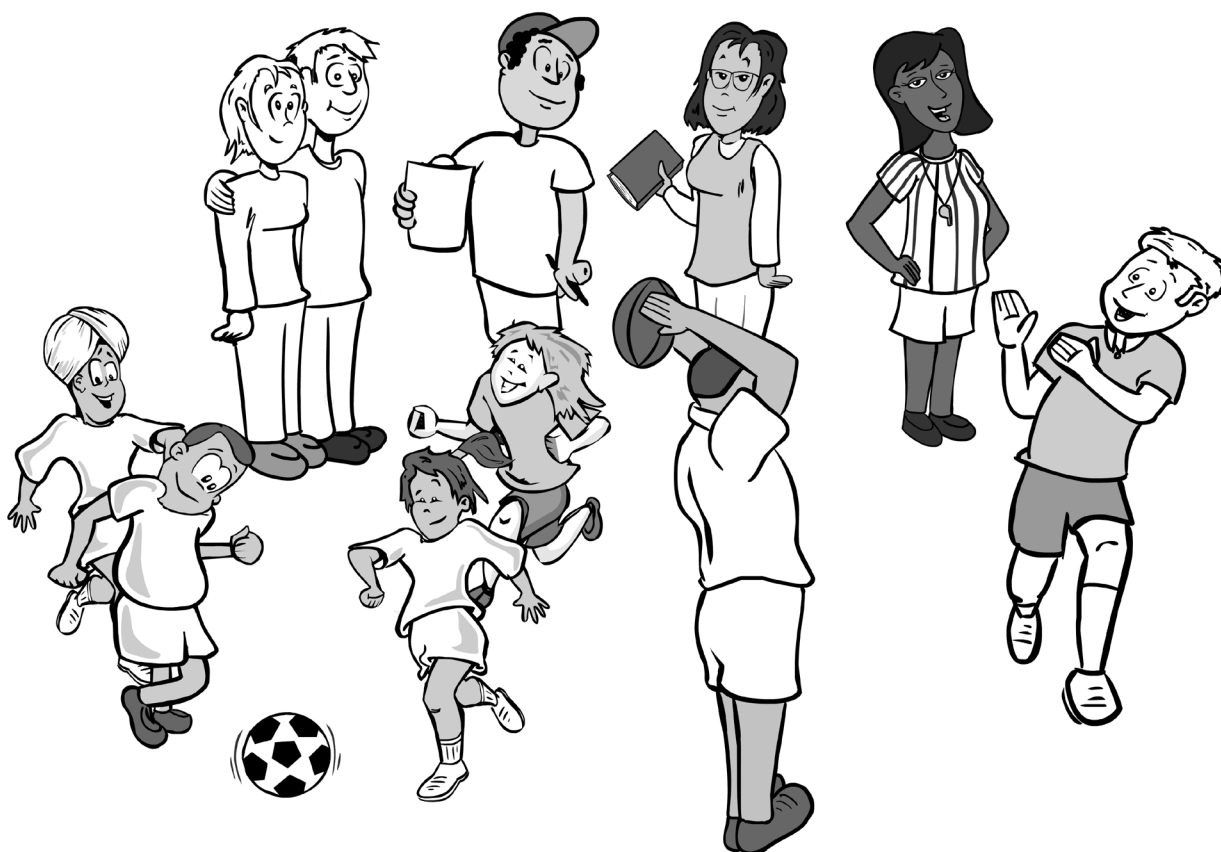
**ROWAN'S
LAW**

E-BOOKLET: AGES 15 AND UP

Ontario 

Preventing injuries is important to keeping people active throughout their lives. Some injuries are easy to see and treat but what about an injury inside the head? Brain injuries, such as concussions, don't show on the outside and are not always obvious. Even when you can't see the injury, a person with a concussion still feels the effects and needs the proper care to get better.

This resource will help you learn more about concussions so you can keep yourself and others active and safe – whether you're an athlete, student, parent, coach, official or educator.



WHAT IS A CONCUSSION?



A concussion is a brain injury. It can't be seen on X-rays, CT scans or MRIs. It may affect the way a person thinks, feels and acts.

Any blow to the head, face or neck may cause a concussion. A concussion may also be caused by a blow to the body if the force of the blow causes the brain to move around inside the skull. Examples include being hit in the head with a ball or falling hard onto the floor.

A concussion is a serious injury. While the effects are typically short-term, a concussion can lead to long-lasting symptoms and even long-term effects, such as memory problems or depression.



PREVENTING A CONCUSSION

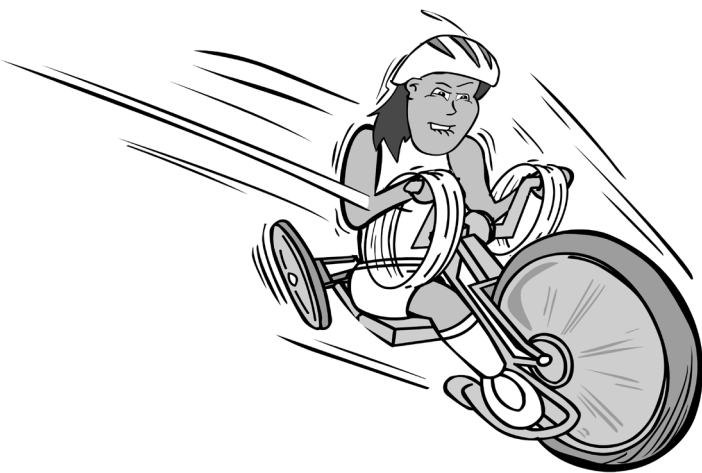
First, educate yourself about concussions.

You should also:

- Ensure you/your athletes use equipment that is in good condition;
- Ensure you/athletes you are supervising wear sports equipment that fits properly;
- Ensure you/your athletes respect the rules of the sport;



- Commit to your sport organization/school's Concussion Code of Conduct and make sure your athletes do too; and
- Promote a safe and comfortable environment for everyone to report injuries. Make sure everyone understands the risks of not speaking up.

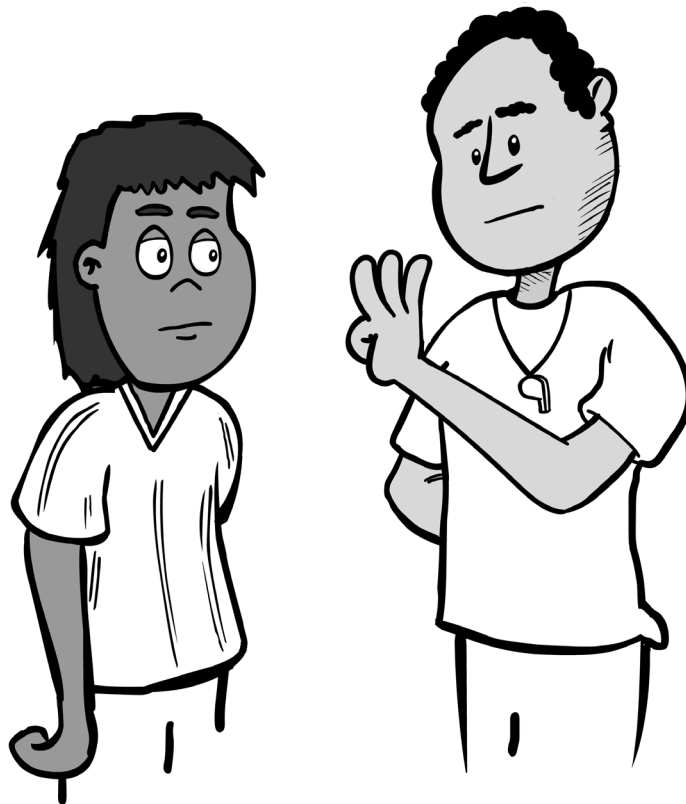


RECOGNIZING A CONCUSSION

▶ HIT. STOP. SIT.

Everyone can help recognize a possible concussion if they know what to look and listen for.

A person with a concussion might have one or more of the signs or symptoms listed below. They might show up right away or hours, even days, later. Just one sign or symptom is enough to suspect a concussion. Most people with a concussion do not lose consciousness.



Common signs and symptoms of a concussion:

PHYSICAL:

- Headache
- Pressure in the head
- Dizziness
- Nausea or vomiting
- Blurred vision
- Sensitivity to light or sound
- Ringing in the ears
- Balance problems
- Tired or low energy
- Drowsiness
- "Don't feel right"

EMOTIONAL:

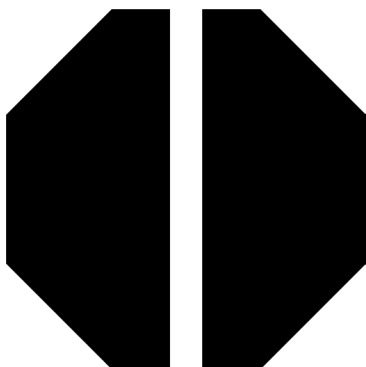
- Irritability (easily upset or angered)
- Depression
- Sadness
- Nervous or anxious

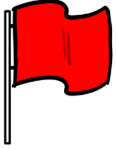
COGNITIVE (THINKING):

- Not thinking clearly
- Slower thinking
- Feeling confused
- Problems concentrating
- Problems remembering

SLEEP-RELATED:

- Sleeping more or less than usual
- Having a hard time falling asleep

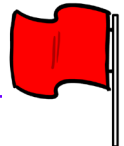




RED FLAGS:

“Red flags” may mean you have a more serious injury. Treat red flags as an emergency and call 911.

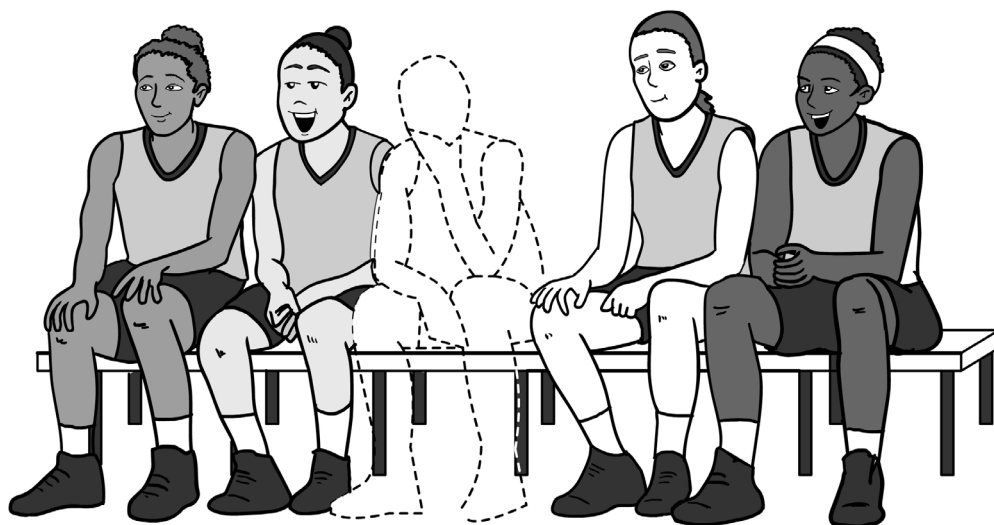
- Neck pain or tenderness
- Double vision
- Weakness or tingling in arms or legs
- Severe or increasing headache
- Seizure or convulsion
- Loss of consciousness (knocked out)
- Vomiting more than once
- Increasingly restless, agitated or aggressive
- Getting more and more confused



WHAT TO DO NEXT?

If you suspect a concussion, remove yourself or the person you are supervising from the activity right away. Continuing to participate puts you or the person with a suspected concussion at risk of more severe, longer-lasting symptoms. Call the parent/guardian (for athletes under 18 years of age) or emergency contact. Don't leave anyone with a suspected concussion alone.

Anyone who has been removed from sport with a suspected concussion should see a physician or nurse practitioner as soon as possible. That person should not return to unrestricted participation in training, practice or competition until they have received medical clearance.



GETTING BETTER

Most people with a concussion get better in one to four weeks. Some people take longer. Each concussion is unique – don't compare one person's recovery to another's.

It's possible for a concussion to have long-term effects. People may experience symptoms, such as headaches, neck pain or vision problems, that last for months, or even years. Some may have lasting changes in their brain that lead to issues such as memory loss, concentration problems or depression. In rare cases, a person who suffers multiple brain injuries without healing in between may develop dangerous swelling in their brain, a condition known as second impact syndrome, that can result in severe disability or death.

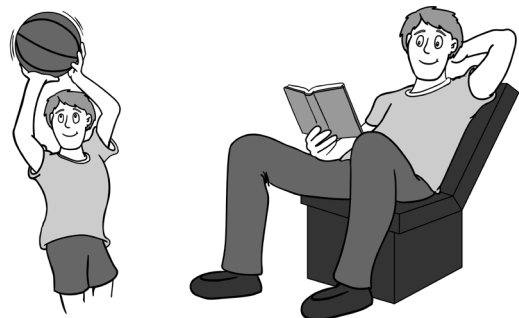
While a person is recovering from a concussion, they shouldn't

do activities that may make their symptoms worse. This may mean limiting activities such as exercising, screen time or schoolwork.

Healing from a concussion is a process that takes patience. Rushing back to activities can make symptoms worse and recovery longer.

Anyone who has a concussion should let others know. This includes parents, all sport teams/ clubs, schools, coaches and educators.

And remember, returning to school comes before returning to unrestricted sport.



RETURNING TO SCHOOL AND SPORT

Athletes and students who are diagnosed by a physician or nurse practitioner as having a concussion must proceed through their sport organization's return-to-sport protocol and/or, where applicable, their school board's return-to-school plan.

Athletes and students should work with their healthcare professional and sport organization/school to establish their individual plans to return to sport as well as return to school.

The Return-to-School Plan (Learning and Physical Activity)

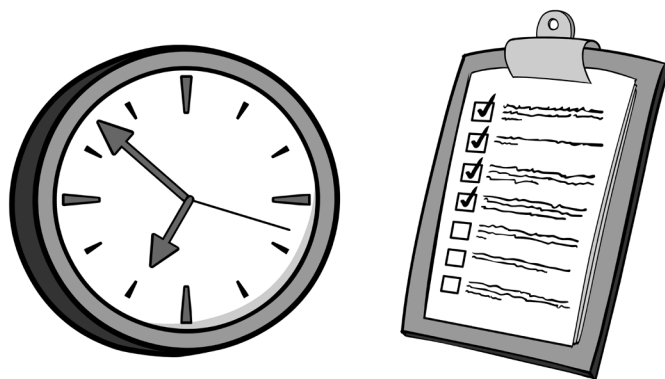
Students in elementary and secondary school will need to follow their school board's return-to-school plan, which supports a student's gradual return to learning and return to physical

activity. Contact the school for more information.

The Return-to-Sport Protocol

Most return-to-sport protocols suggest that athletes should rest for 24 to 48 hours before starting any gradual return to sport.

An athlete must not resume unrestricted participation in training, practice or competition until they have received medical clearance.



The table below provides a list of steps and activities that are commonly found in most return-to-sport protocols and return-to-school plans.

Table: Common Steps in Graduated Return-to-Sport Protocols

Step	Aim	Activities	Goal of Step
1	Symptom-limiting activities	Daily activities that don't make symptoms worse, such as moving around the home and simple chores	Gradual re-introduction of daily school and work activities
2	Light aerobic activity	Light activities that increase the heart rate just a little, such as walking or a stationary bicycle for 10 to 15 minutes	Increase heart rate
3	Sport-specific exercise	Individual physical activity such as running or skating No contact or head impact activities	Add movement
4	Non-contact training, practice, drills	Harder training drills Add resistance training (if appropriate)	Exercise, co-ordination and increased thinking
5	Unrestricted practice	Unrestricted practice - with contact where applicable	Restore confidence and assess functional skills
6	Return to sport	Unrestricted game play or competition	

Medical clearance is always required prior to the athlete's return to unrestricted practice, training or competition.

Check with your sport club and school for the specific steps that you should follow.

An athlete is typically ready to progress to the next step when they can do the activities at their current step without new or worsening symptoms. If at any step symptoms get worse, they should stop and go back to the previous step. Each step should take at least 24 hours to complete. If symptoms do not improve or if the symptoms continue to worsen, the athlete should return to the physician or nurse practitioner.



REMINDER

Remember:

- 1. Recognize signs and symptoms of a concussion and remove** yourself or the athlete from the sport/physical activity, even if you feel OK or they insist they are OK.
- 2. Get yourself/the athlete checked out** by a physician or nurse practitioner.
- 3. Support gradual return** to school and sport.





Rowan Stringer

ROWAN'S LAW

This e-booklet is part of a series of Rowan's Law concussion awareness resources. Rowan's Law was named for Rowan Stringer, a high school rugby player from Ottawa, who died in the spring of 2013 from a condition known as second impact syndrome (swelling of the brain caused by a subsequent injury that occurred before a previous injury healed). Rowan is believed to have experienced three concussions over six days while playing rugby. She had a concussion but didn't know her brain needed time to heal. Neither did her parents, teachers or coaches.

These resources are not intended to provide medical advice relating to health care. For advice on health care for concussion symptoms, please consult with a physician or nurse practitioner.

CONCUSSION RECOGNITION TOOL 5[©]

To help identify concussion in children, adolescents and adults



FIFA®

Supported by



WORLD RUGBY

FEI

RECOGNISE & REMOVE

Head impacts can be associated with serious and potentially fatal brain injuries. The Concussion Recognition Tool 5 (CRT5) is to be used for the identification of suspected concussion. It is not designed to diagnose concussion.

STEP 1: RED FLAGS — CALL AN AMBULANCE

If there is concern after an injury including whether ANY of the following signs are observed or complaints are reported then the player should be safely and immediately removed from play/game/activity. If no licensed healthcare professional is available, call an ambulance for urgent medical assessment:

- Neck pain or tenderness
- Double vision
- Weakness or tingling/ burning in arms or legs
- Severe or increasing headache
- Seizure or convulsion
- Loss of consciousness
- Deteriorating conscious state
- Vomiting
- Increasingly restless, agitated or combative

Remember:

- In all cases, the basic principles of first aid (danger, response, airway, breathing, circulation) should be followed.
- Assessment for a spinal cord injury is critical.
- Do not attempt to move the player (other than required for airway support) unless trained to do so.
- Do not remove a helmet or any other equipment unless trained to do so safely.

If there are no Red Flags, identification of possible concussion should proceed to the following steps:

STEP 2: OBSERVABLE SIGNS

Visual clues that suggest possible concussion include:

- Lying motionless on the playing surface
- Slow to get up after a direct or indirect hit to the head
- Disorientation or confusion, or an inability to respond appropriately to questions
- Blank or vacant look
- Balance, gait difficulties, motor incoordination, stumbling, slow laboured movements
- Facial injury after head trauma

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STEP 3: SYMPTOMS

- Headache
- “Pressure in head”
- Balance problems
- Nausea or vomiting
- Drowsiness
- Dizziness
- Blurred vision
- Sensitivity to light
- Sensitivity to noise
- Fatigue or low energy
- “Don’t feel right”
- More emotional
- More Irritable
- Sadness
- Nervous or anxious
- Neck Pain
- Difficulty concentrating
- Difficulty remembering
- Feeling slowed down
- Feeling like “in a fog”

STEP 4: MEMORY ASSESSMENT

(IN ATHLETES OLDER THAN 12 YEARS)

Failure to answer any of these questions (modified appropriately for each sport) correctly may suggest a concussion:

- “What venue are we at today?”
- “Which half is it now?”
- “Who scored last in this game?”
- “What team did you play last week/game?”
- “Did your team win the last game?”

Athletes with suspected concussion should:

- Not be left alone initially (at least for the first 1-2 hours).
- Not drink alcohol.
- Not use recreational/ prescription drugs.
- Not be sent home by themselves. They need to be with a responsible adult.
- Not drive a motor vehicle until cleared to do so by a healthcare professional.

The CRT5 may be freely copied in its current form for distribution to individuals, teams, groups and organisations. Any revision and any reproduction in a digital form requires approval by the Concussion in Sport Group. It should not be altered in any way, rebranded or sold for commercial gain.

ANY ATHLETE WITH A SUSPECTED CONCUSSION SHOULD BE IMMEDIATELY REMOVED FROM PRACTICE OR PLAY AND SHOULD NOT RETURN TO ACTIVITY UNTIL ASSESSED MEDICALLY, EVEN IF THE SYMPTOMS RESOLVE

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Ontario Sailing

Concussions



Removal from Sport Procedures

We are concerned about the long term health of all our participants. We have instituted a Concussion Management Policy to help protect their health and in compliance with Ontario's Rowan's Law.

The policy is that if any individual suffers any kind of injury where there is potential for there to have been direct or indirect force to the head, neck, face, or upper body and is experiencing or demonstrating any concussion related signs or symptoms, the individual will be removed from activity immediately.

The designated person to make this decision will be the coach and/or regatta host. In the case of a suspected concussion, the individual may not be in a condition to assess themselves or make appropriate decisions. The decision will be made erring on the side of caution in support of the long term health of the participant.

For individuals under 18, all suspected concussions or situations that occurred that potentially could result in a concussion will be reported to their guardian. The guardian should monitor the individual for delayed signs and symptoms for the next 72 hours.

All individuals of any age with a suspected concussion should see to a medical doctor (or nurse practitioner) for medical assessment and diagnosis.

A CONCUSSION is a serious event, but you can recover fully from such an injury if the brain is given enough time to rest and recuperate. Returning to normal activities, including sport participation, is a stage-wise process that requires patience, attention, and caution.

*If diagnosed with a concussion, please turn over for a sailing specific return to sport protocol. Remember that each stage of the return protocol must take a **minimum of one day** but could last longer, depending on the athlete and their specific situation.*

*For more information and Ontario Sailing's full Concussion Policy please go to:
www.ontariosailing.ca/concussion-information/*

Ontario Sailing

Return to Sport Protocol

If you are diagnosed with a concussion, follow the stages to return under medical guidance

STAGE 1: Symptom limited activity – Goal: A gradual reintroduction of activity

After an initial short period of rest of 24-48 hours, light cognitive and physical activity can be initiated as long as they don't worsen symptoms. A physician, preferably one with experience managing concussions, should be consulted before beginning a step-wise return to learn and return to sport strategy.

STAGE 2: Light aerobic exercise – Goal: Increased heart rate

Activities such as walking or stationary cycling. The athlete should be supervised by someone who can help monitor for symptoms and signs. No resistance training or weight lifting. The duration & intensity of the aerobic exercise can be gradually increased over time if no symptoms or signs return during the exercise or the next day.

Symptoms? Return to previous stage and only engage in activities as tolerated. If symptoms persist consult a physician.

No symptoms? Proceed to Step 3 after 24 hours.

STAGE 3: More diverse Cardio– Goal: Add movement

Activities such as light indoor rowing & active yoga can begin at step 3. There should be no jarring motions such as high speed stops or hitting a baseball.

Symptoms? Return to previous stage and only engage in activities as tolerated. If symptoms persist consult a physician.

No symptoms? Proceed to Step 4 after 24 hours.

STAGE 4: Building upon cardio with increased cognitive challenges

Goal: Exercise, coordination, & increased thinking

Activities such as knot tying, boat rigging and resistance training can be added to activities from previous stages.

Symptoms? Return to previous stage and only engage in activities as tolerated. If symptoms persist consult a physician.

No symptoms? The time needed to progress will vary with the severity of the concussion and with the athlete. **Proceed to Step 5 only after medical clearance.**

STAGE 5: On water practice, once cleared by a doctor – Goal: Restore confidence and assess functional skills by coaching staff

Coaches and instructors will allow return to the water in gradually challenging conditions.

Symptoms? Return to previous stage and only engage in activities as tolerated. If symptoms persist consult a physician.

No symptoms? Proceed to Step 6 after minimum of two on water situations without symptoms.

STAGE 6: Competition

Return to sport with normal activities



Concussion Management & Return to Play

Scope

This policy will be enforced for all Ontario Sailing official team activities and all programs with Ontario Sailing staff as instructors or facilitators. The policy applies to all team members, program participants, staff and volunteers of all ages.

Policy

Ontario Sailing is focused on ensuring the wellbeing and safety of all participants, members, volunteers and staff. We recognize the potential severity of a head injury and the commitment and intent behind research to manage concussions. We are committed to educating those involved with Ontario Sailing, creating awareness to help prevent injuries and appropriately managing any suspected concussions and diagnosed concussions.

Ontario Sailing's Concussion Policy is committed to the following actions in regards to concussions:

1. Committed to increasing awareness regarding what concussions are and the potential for serious complications.
2. Enforcing procedures and training that promotes preventative actions to help reduce the number of concussions.
3. Providing procedures that support Ontario Sailing staff, volunteers and athletes in ensuring quick recognition and removal of any individual with a suspected concussion from Ontario Sailing activities.
4. Ensure that following a suspected concussion there are clear steps for both the individual and Ontario Sailing to follow before a return to sport occurs to ensure the focus is on the individual's long-term health.

Note this policy, and associated procedures, complements Ontario Sailing's comprehensive emergency procedures. Due to the potential seriousness of concussions and the need for increased awareness and training around concussions, Ontario Sailing created this additional document specific for concussion management and the associated return to sport procedures.

*Board approved last: Feb 12th 2019
Review date: Feb 2020*

Operational Procedures

Concussion Education and Prevention

Ontario Sailing will conduct annual training for all Ontario Sailing staff who lead programs or coach teams. This educational session will include up to date information on what concussions are, how to recognize potential concussions and best practices on concussion prevention in sailing. Training will also include the contents of this concussion policy including their roles and responsibilities in recognizing and removing athletes/participants who are involved in a situation that potentially could result in a concussion or have a concussion. Additionally, staff will be



Concussion Management & Return to Play

trained on the education components for participants and parents, and the related information in the Athlete Code of Conduct.

Officials will be trained in concussion education as part of their ongoing training. Before each Ontario Sailing event, officials will be reminded of the concussion policy and procedures.

Concussion education resources will be made available to help build awareness among Ontario Sailing participants (and their parents/guardians in cases of minors). During practices and programs, coaches and instructors will remind participants of the need to take care around the boom and masts as well as while moving and setting up boats, also ensuring everything is working properly. Ongoing reminders for participants to be aware of potential situations where head injuries could occur will help build awareness and prevention related to concussions.

Ontario Sailing Team members who engage in dangerous or reckless behaviour that could potentially create a high risk for a concussion causing situation will be subject to disciplinary actions as described in the Athlete Code of Conduct.

Recognition, Removal and Referral – Programs and Practices

If any individual suffers any kind of injury where there is potential for there to have been direct or indirect force to the head, neck or face, and is experiencing or demonstrating any concussion related signs or symptoms, the individual will be removed from activity immediately and rest. The staff in charge of the program or practice will err on the side of caution in their decision making.

Ontario Sailing staff recognize that symptoms may not appear immediately and that concussions can occur in many different situations. In the case of a suspected concussion, the individual may not be in a condition to assess themselves or make appropriate decisions.

For individuals under 18, all suspected concussions or situations that occurred that potentially could result in a concussion will be reported to the guardian. The guardian should monitor the individual for delayed signs and symptoms for the next 72 hours.

All individuals of any age with a suspected concussion will be referred to a medical doctor (or nurse practitioner) for medical assessment and diagnosis as per the Return to Sport Procedures. Additionally upon removal each individual, and their parent/guardian if they are under 18, will be given a handout detailing Ontario Sailing's concussion procedures for removal from sport and return to sport. The Coach will also ensure they are aware of their responsibility to disclose any concussion diagnosis to any other sport organization they are registered with and/or their school.

If a direct force to the head results in immediate injury or any "red flag" signs and symptoms of a concussion, Ontario Sailing's Emergency Procedures in partnership with the facility's location specific Emergency Action Plan will immediately be followed.

(More information on signs and symptoms of a concussion as well as appropriate response needed for various signs can be found in our concussion resources provided to coaches,



Concussion Management & Return to Play

instructors, parents and athletes and available within the Ontario Sailing Emergency Procedures as well as Appendix A of this policy).

Recognition, Removal and Referral – Competition

In addition to the procedures during a practice or program, the following also will be enforced during competition. Under Ontario Sailing's Concussion Policy, all Ontario Sailing Team Members recognize the authority of their on-site coach. In a potential concussion situation, our policy ensures the athlete agrees to waive their rights to the Racing Rules of Sailing - Decision to Race Rule (Decision to Race Rule states - the responsibility for a boat's decision to participate in a race or to continue racing is theirs alone). The coach in attendance at the competition will make the decision for their athlete if they can continue based on a direct or indirect hit to the head.

In competition, coaches, officials and athletes all have a responsibility to communicate openly and honestly about situations where direct or indirect hits to a head occur. If a situation occurs where a concussion is possible, the head coach will communicate with the athlete, officials and parents/guardian as appropriate. Officials will communicate with the athlete's coach if any incident happens on the water away from the coach.

All individuals of any age with a suspected concussion will be removed and referred to a medical doctor (or nurse practitioner) for medical assessment and diagnosis as per the Return to Sport Procedures. Additionally upon removal each individual, and their parent/guardian if they are under 18, will be given a handout detailing Ontario Sailing's concussion procedures for removal from sport and return to sport. The Coach will also ensure they are aware of their responsibility to disclose any concussion diagnosis to any other sport organization they are registered with and/or their school.

If the direct force to the head results in immediate injury or signs of a concussion, Ontario Sailing's Emergency Procedures in partnership with the facility's location specific Emergency Action Plan will immediately be followed.

Reporting

As per Ontario Sailing's Emergency Procedures, any incident resulting in injury or removal from activity will be reported on an Ontario Sailing's Incident Report Form. These are to be submitted (electronic images acceptable) to the Ontario Sailing Executive Director within 24 hours.

The Executive Director, or designate, tracks all incident reports for patterns and trends as well as individual situations.

The coach will keep a copy and update the report to document the athlete's progression to return to sport regularly updating the Executive Director until the incident is closed with the receipt of medical clearance which will be added to the report and securely filed. In documenting the incident and follow up all of Ontario Sailing's Privacy Policy will be followed.



Concussion Management & Return to Play

Participant Disclosure

If an individual discloses, or staff/volunteers become aware through any means, that an individual suffered a possible concussion through other activities they will be unable to participate in Ontario Sailing activities. Discovery or disclosure of a suspected concussion will be reported on an athlete disclosure form to Ontario Sailing's Executive Director within 24 hours, following procedures for incident reporting.

Members of the Ontario Sailing Team who fail to disclose a possible concussion as described in their Code of Conduct may be subject to discipline as described in the Athlete Code of Conduct.

The individual's return to Ontario Sailing activities will be treated the same as individuals who incur concussions during Ontario Sailing activities.

Returning to Sailing

If removed from sailing due to a suspected concussion the athlete may return once they have confirmed to the coach that they have undergone an assessment by a physician or nurse practitioner and have not been diagnosed as having a concussion.

If diagnosed with a concussion, each individual will have their own individualized and medically supervised Return to Sport protocol. The plan is a graduated strategy to ensure the long-term health of the individual. Ontario Sailing is committed to supporting the individual in their recovery and have provided a sailing focused suggested starting Return to Sport Plan. For athletes at any level of education, we work to ensure a Return to Learn strategy be followed before Return to Sport and focus the individual on commencing their educational components first.

Before a participant or athlete is permitted to return to any Ontario Sailing led practice or program after experiencing a concussion, or having reported a concussion, they will need to submit proof of medical clearance that permits them to return to participating in a full range of physical activities.

The written clearance must be provided by a medical doctor or nurse practitioner and submitted to the coach or instructor who will forward to the Executive Director. The clearance will be filed with Ontario Sailing's original copy of the incident report or athlete disclosure.

Due to the unpredictability of sailing, they can rejoin activities on the water once they have medical clearance to return to normal training activities (Step 5 of the Standard Return to Sport Strategy as found in Appendix B).

Once cleared, coaches and instructors will gradually build the activity level to help progress the individual slowly. This will include ensuring the first time on the water is in mild weather conditions with an uncomplicated course. After a few successful on the water outings they will gradually be permitted to experience more extreme weather conditions and increased complications in the sailing course laid out for them.

Competition (Stage 6) will only be permitted once they have demonstrated symptom free completion of a minimum of two on the water training experiences involving a mix of conditions.



Concussion Management & Return to Play

(The time required to complete this may depend on the weather conditions occurring in the location. The coach/instructor will work with the individual focusing on an individualized progression with the individual's long-term health as the priority.)

Last reviewed: August 20th 2019

Operational procedures are not approved by the Board of Directors. Operational procedures are approved by the Executive Director.

Concussion Management & Return to Play

Appendix A – Signs and Symptoms of a Concussion

Pocket CONCUSSION RECOGNITION TOOL™
To help identify concussion in children, youth and adults



RECOGNIZE & REMOVE
Concussion should be suspected **if one or more** of the following visible clues, signs, symptoms or errors in memory, questions are present.

1. Visible clues of suspected concussion
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
- Unsteady on feet / Balance problems or falling over/incoordination
- Grabbing/Clutching of head
- Dazed, blank or vacant look
- Confused/Not aware of plays or events

2. Signs and symptoms of suspected concussion
Presence of any one or more of the following signs & symptoms may suggest a concussion:

<ul style="list-style-type: none"> - Loss of consciousness - Seizure or convulsion - Balance problems - Nausea or vomiting - Drowsiness - More emotional - Irritability - Sadness - Fatigue or low energy - Nervous or anxious - "Don't feel right" - Difficulty remembering 	<ul style="list-style-type: none"> - Headache - Dizziness - Confusion - Feeling slowed down - "Pressure in head" - Blurred vision - Sensitivity to light - Amnesia - Feeling like "in a fog" - Neck Pain - Sensitivity to noise - Difficulty concentrating
--	--

3. Memory function
Failure to answer any of these questions correctly may suggest a concussion.

- "What venue are we at today?"
- "Which half is it now?"
- "Who scored last in this game?"
- "What team did you play last week/game?"
- "Did your team win the last game?"

Any athlete with a suspected concussion should be IMMEDIATELY REMOVED FROM PLAY, and should not be returned to activity until they are assessed medically. Athletes with a suspected concussion should not be left alone and should not drive a motor vehicle.

It is recommended that, in all cases of suspected concussion, the player is referred to a medical professional for diagnosis and guidance as well as return to play decisions, even if the symptoms resolve.

RED FLAGS
if ANY of the following are reported then the player should be safely and immediately removed from the field. If no qualified medical professional is available, consider transporting by ambulance for urgent medical assessment:

- Athlete complains of neck pain
- Increasing confusion or irritability
- Repeated vomiting
- Seizure or convulsion
- Weakness or tingling/burning in arms or legs
- Deteriorating conscious state
- Severe or increasing headache
- Unusual behaviour change
- Double vision

Remember:

- In all cases, the basic principles of first aid (danger, response, airway, breathing, circulation) should be followed.
- Do not attempt to move the player (other than required for airway support) unless trained to so do
- Do not remove helmet (if present) unless trained to do so.

From MacCrory et al. Consensus Statement on Concussion in Sport. Br J Sports Med 47 (5), 2013

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Concussion Management & Return to Play

Appendix B - Return to Sport Protocol

A CONCUSSION is a serious event, but you can recover fully from such an injury if the brain is given enough time to rest and recuperate. Returning to normal activities, including sport participation, is a stage-wise process that requires patience, attention, and caution. Each stage must take a **minimum of one day** but could last longer, depending on the athlete and their specific situation.

If symptoms reappear at any stage, go back to the previous stage until symptom-free for at least 24 hours.

STAGE 1: Symptom limited activity – Goal: A gradual reintroduction of activity

After an initial short period of rest of 24-48 hours, light cognitive and physical activity can be initiated as long as they don't worsen symptoms. A physician, preferably one with experience managing concussions, should be consulted before beginning a step-wise return to learn and sport strategy.

STAGE 2: Light aerobic exercise – Goal: Increased heart rate

Activities such as walking or stationary cycling. The athlete should be supervised by someone who can help monitor for symptoms and signs. No resistance training or weight lifting. The duration and intensity of the aerobic exercise can be gradually increased over time if no symptoms or signs return during the exercise or the next day.

Symptoms? Return to previous stage and only engage in activities as tolerated. If symptoms persist consult a physician.

No symptoms? Proceed to Step 3 after 24 hours.

STAGE 3: More Diverse Cardio – Goal: Add movement

Activities such as pool swimming or throwing can begin at step 3. There should be no body contact or other jarring motions such as high speed stops or hitting a baseball with a bat.

Symptoms? Return to previous stage and only engage in activities as tolerated. If symptoms persist consult a physician.

No symptoms? Proceed to Step 4 after 24 hours.

STAGE 4: Building upon cardio with increased mental challenges

Goal: Exercise, coordination, and increased thinking

Activities such as knot tying, boat rigging and resistance training can be added to activities from previous stages.

Symptoms? Return to previous stage and only engage in activities as tolerated. If symptoms persist consult a physician.

No symptoms? The time needed to progress will vary with the severity of the concussion and with the athlete. Proceed to Step 5 only after medical clearance.

STAGE 5: On water practice, once cleared by a doctor – Goal: Restore confidence and assess functional skills by coaching staff

Coaches and instructors will allow return to the water in gradually challenging conditions.

Symptoms? Return to previous stage and only engage in activities as tolerated. If symptoms persist consult a physician.

No symptoms? Proceed to Step 6 after minimum of two on water situations without symptoms.

STAGE 6: Competition

Return to sport with normal activities

*** Core of document from Parachute Canada (parachutecanada.org/concussion) Revised June 15 2017 with specific to sailing additions.*



Concussion Management & Return to Play

Appendix C – Handout for Removal & Return Procedures

Ontario Sailing Concussions Removal from Sport Procedures



We are concerned about the long term health of all our participants. We have instituted a Concussion Management Policy to help protect their health and in compliance with Ontario's Rowan's Law.

The policy is that if any individual suffers any kind of injury where there is potential for there to have been direct or indirect force to the head, neck, face, or upper body and is experiencing or demonstrating any concussion related signs or symptoms, the individual will be removed from activity immediately.

The designated person to make this decision will be the coach and/or regatta host. In the case of a suspected concussion, the individual may not be in a condition to assess themselves or make appropriate decisions. The decision will be made erring on the side of caution in support of the long term health of the participant.

For individuals under 18, all suspected concussions or situations that occurred that potentially could result in a concussion will be reported to their guardian. The guardian should monitor the individual for delayed signs and symptoms for the next 72 hours.

All individuals of any age with a suspected concussion should see to a medical doctor (or nurse practitioner) for medical assessment and diagnosis.

A CONCUSSION is a serious event, but you can recover fully from such an injury if the brain is given enough time to rest and recuperate. Returning to normal activities, including sport participation, is a stage-wise process that requires patience, attention, and caution.

*If diagnosed with a concussion, please turn over for a sailing specific return to sport protocol. Remember that each stage of the return protocol must take a **minimum of one day** but could last longer, depending on the athlete and their specific situation.*

*For more information and Ontario Sailing's full Concussion Policy please go to:
www.ontariosailing.ca/concussion-information/*



Concussion Management & Return to Play

Ontario Sailing Return to Sport Protocol



If you are diagnosed with a concussion, follow the stages to return under medical guidance

STAGE 1: Symptom limited activity – Goal: A gradual reintroduction of activity

After an initial short period of rest of 24-48 hours, light cognitive and physical activity can be initiated as long as they don't worsen symptoms. A physician, preferably one with experience managing concussions, should be consulted before beginning a step-wise return to learn and return to sport strategy.

STAGE 2: Light aerobic exercise – Goal: Increased heart rate

Activities such as walking or stationary cycling. The athlete should be supervised by someone who can help monitor for symptoms and signs. No resistance training or weight lifting. The duration & intensity of the aerobic exercise can be gradually increased over time if no symptoms or signs return during the exercise or the next day.

Symptoms? Return to previous stage and only engage in activities as tolerated. If symptoms persist consult a physician.

No symptoms? Proceed to Step 3 after 24 hours.

STAGE 3: More diverse Cardio– Goal: Add movement

Activities such as light indoor rowing & active yoga can begin at step 3. There should be no jarring motions such as high speed stops or hitting a baseball.

Symptoms? Return to previous stage and only engage in activities as tolerated. If symptoms persist consult a physician.

No symptoms? Proceed to Step 4 after 24 hours.

STAGE 4: Building upon cardio with increased cognitive challenges

Goal: Exercise, coordination, & increased thinking

Activities such as knot tying, boat rigging and resistance training can be added to activities from previous stages.

Symptoms? Return to previous stage and only engage in activities as tolerated. If symptoms persist consult a physician.

No symptoms? The time needed to progress will vary with the severity of the concussion and with the athlete. **Proceed to Step 5 only after medical clearance.**

STAGE 5: On water practice, once cleared by a doctor – Goal: Restore confidence and assess functional skills by coaching staff

Coaches and instructors will allow return to the water in gradually challenging conditions.

Symptoms? Return to previous stage and only engage in activities as tolerated. If symptoms persist consult a physician.

No symptoms? Proceed to Step 6 after minimum of two on water situations without symptoms.

STAGE 6: Competition

Return to sport with normal activities



**Concussion Code of Conduct
Athlete and Participant**

In recognition of the potential seriousness of a concussion, I, _____,
commit to following the concussion protocols and expectations highlighted below

I will help prevent concussions by:

- Respecting the rules of my sport
- Being committed to fair play and respect for all, including other athletes, coaches, and officials.

I will care for my health and safety by taking concussions seriously, and I understand that:

- A concussion is a brain injury that can have both short and long-term effects.
- A blow to my head, face, neck, or body that causes the brain to move around inside the skull may cause a concussion.
- I don't need to lose consciousness to have had a concussion.
- I have a commitment to concussion recognition and reporting, including if I think I might have a concussion I should stop participating in further training, practice or competition immediately and tell a coach; as well as reporting to my coach if I think another participant has a concussion.
- Continuing to participate in further training, practice or competition with a possible concussion increases my risk of more severe, longer lasting symptoms, and increases my risk of other injuries.

I will not hide concussion symptoms. I will speak up for myself and others.

- I will not hide my symptoms. I will tell a coach, official, parent or another adult I trust if I experience any symptoms of concussion.
- If someone else tells me about concussion symptoms, or I see signs they might have a concussion, I will tell a coach, official, parent or another adult I trust so they can help.
- I understand that if I have a suspected concussion, I will be removed from sport and that I will not be able to return to training, practice or competition until I undergo a medical assessment by a medical doctor or nurse practitioner and have been medically cleared to return to training, practice or competition.
- I have a commitment to sharing any pertinent information regarding incidents of removal from sport with my school and any other sport organization where I am registered.

I will take the time I need to recover, because it is important for my health.

- I understand my commitment to following the return-to-sport process.
- I will respect my coaches, parents, health-care professionals, and medical doctors/nurse practitioners, regarding my health and safety.

By signing here, I acknowledge that I have fully reviewed and commit to this Concussion Code of Conduct.

Athlete: _____

Parent/Guardian (of athletes who are under 18 years of age): _____

Date: _____



Concussion Code of Conduct Designated Person

In recognition of the potential seriousness of a concussion, I, _____, commit to following the concussion protocols and expectations as highlighted below:

I can help prevent concussions through my:

- Efforts to help those around me develop their skills and physical abilities so they can participate to the best of their abilities.
- Respect for the rules of my sport and efforts to ensure that others do too.
- Commitment to fair play and respect for all and ensuring participants respect others and play fair.

I will care for the health and safety of all participants by taking concussions seriously. I understand that:

- A concussion is a brain injury that can have both short and long-term effects.
- A blow to the head, face, neck, or body may cause the brain to move around inside the skull and result in a concussion.
- A person doesn't need to lose consciousness to have had a concussion.
- A sailor with a suspected concussion should stop participating in training, practice or competition immediately.
- I have a commitment to concussion recognition and reporting. This includes supporting sailors and volunteers when they report signs or symptoms of possible concussion, acting on any reports if an individual suspects that another individual may have sustained a concussion and watching my crew and other sailors for any situations where a concussion could be suspected.
- Continuing to participate in further training, practice or competition with a suspected concussion increases a person's risk of more severe, longer lasting symptoms, and increases their risk of other injuries or even death.

I will create an environment where participants feel safe and comfortable speaking up. I will:

- Encourage sailors not to hide their symptoms, but to tell me, an official, or another sailor they trust if they experience **any** symptoms of concussion.
- Lead by example. I will tell an official or administrator and seek medical attention by a physician or nurse practitioner if I am experiencing any concussion symptoms. I will follow the same protocols regarding suspected concussions as any other participant.
- Understand and respect that any sailor with a suspected concussion must be removed from sport and not permitted to return until they undergo a medical assessment by a physician or nurse practitioner and have been medically cleared to return to training, practice or competition.
- Commit to providing opportunities before and after each training, practice and competition to enable participants to discuss potential issues related to concussions.

I will support all participants to take the time they need to recover.

- I understand my commitment to supporting participants through their return-to-sport process.



- I understand the participants will have to be cleared by a medical doctor or nurse practitioner before returning to sailing, including staying off the water.
- I will respect my fellow leaders, administrators, officials, medical doctors/nurse practitioners and any decisions made with regards to the health and safety of participants.

By signing here, I acknowledge that I have fully reviewed and commit to this Concussion Code of Conduct.

Signature

Date



MCC RACING INCIDENT REPORT

INCIDENT # (completed by office)	201		-	
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INCIDENT DETAILS					
LOCATION					
DATE (yyyy-mm-dd)		-		-	
REPORTED TO MCC OFFICIAL					

Use additional sheets and attach, if needed

INCIDENT SUMMARY (Provide complete details overleaf)	
INDIVIDUALS INVOLVED (Name, phone, email, and addresses)	
Could MCC Concussion Code of Conduct/Protocol (Rowan's Law) apply (YES/NO)	
PERSONAL INJURY, IF ANY (If medically related, was person advised to seek medical attention)	
PROPERTY DAMAGE, IN ANY	
APPROXIMATE COST OF REPAIRS, SUBSTITUTE SERVICES OR DEGREE OF DAMAGE?	
DO YOU ANTICIPATE AN INTERRUPTION OF OPERATIONS?	
WHAT ACTIONS WERE TAKEN?	

WHAT FURTHER ACTIONS SHOULD BE TAKEN			
DATE COMPLETED		BY:	

DETAILED DESCRIPTION OF THE INCIDENT (State only the facts that you are sure of at the time. Include a description of the weather, visibility, and any other external factors. Attach drawings, diagrams, and photographs if these will aid in the description. What was done to assist or respond to incident and by whom?)	
DESCRIBE EMERGENCY SERVICES ENAGEMENT (IF APPLICABLE) (When and how, i.e., by 911 or other, what they did and list of names, numbers, and how to contact.)	



MCC Concussion Management Policy

MCC Concussion Management Policy and Concussion Codes of Conduct Information

MCC values the long-term health of all. As such, we have a comprehensive *Concussion Management Policy* that incorporates Concussion Management, Return to Sport and Return to Work, and associated practices and procedures to support all the elements of this *Concussion Management Policy*. While all concussions are a serious medical condition, no matter how, when and who received the injury, as an organizer of competitive amateur sailboat racing in Ontario, the Club's *Concussion Management Policy* needs to comply with [Ontario's Rowan's Law](#). To this end, the MCC Board of Directors adopted the [Ontario Sailing Concussion Management Policy and Concussion Codes of Conduct](#) as they represents good practices around concussions in the sport of sailboat racing and compliance with Rowan's Law, and to promote a consistent concussion policy across yacht and sailing clubs in Ontario.

MCC Concussion Management Policy

The MCC *Concussion Management Policy* addresses the components required by Rowan's Law:

1. **Education and Awareness**
 1. Including [Mandatory Government of Ontario Material](#)
2. Concussion Codes of Conduct
 1. [Covering Athletes and Participants](#)
 2. [Covering Coaches](#) (This includes MCC Mentor Series Instructors)
 3. [Covering Designated Person](#), which is described below and necessary when the competitive athlete or participant is not coached
3. Removal from Sport Protocols
4. Return to Sport Protocols
5. **Tracking and Follow-up** (Tracking and follow-up of actual or suspected concussions is key recovery, Return-to-Sport, and to developing prevention and mitigating improvements.)

The following required material support the MCC Concussion Policy and Concussion Codes of Conduct

1. [Concussion Recognition Tool 5](#) - is readily available to **Coaches** and **Designated Persons** via the above link and on the MCC website. Additional copies available on Race Committee Notice Board in the MCC's Clubhouse.
2. [Procedures for Removal & Return to Sailing Handout](#) - copies are readily available to **Coaches** and **Designated Persons** via the above link and on the MCC website and are to be given those with a concussion or suspected concussion. Additional copies available on Race Committee Notice Board in the MCC's Clubhouse lobby.

With these being adopted as is from the Ontario Sailing Concussion Management Policy



MCC Concussion Management Policy

As noted above, where the participant isn't coached, there will be a **Designated Person**. In the case of events such as MCC Wednesday Racing Series and other racing events, an entry requirement is that the Person in Charge (PIC) of a racing sailboat is the **Designated Person**. This is consistent with their responsibility for those embarked on their vessel. MCC and the organizers of its competitive sailboat racing events will provide support to **Designated Persons** to fulfill their role, before, during and after racing. In situations where the Person in Charge is the **Designated Person** on a crewed sailboat, the Person in Charge needs to appoint a backup Designated Person in case the Person in Charge has a concussion or suspected concussion.

The registration processes for MCC competitive sailboat racing events, including where MCC is a co organizing authority, e.g. AHMEN racing, have as part of the registration submission an acknowledgement that registrants have reviewed the mandatory awareness material, MCC Concussion Policy and that you are agreeing to abide by the appropriate Codes of Conduct.

An important component of reducing the impact of concussions is increased understanding about concussions through education. This includes mandatory concussion awareness and educational material provided by the Government of Ontario that needs to be reviewed annually by those individuals that, by law, need to sign that they have done so.

Education and Awareness Material

1. [Government of Ontario mandatory Awareness Material](#) (Mandatory awareness material is age specific)

Tracking and Follow-up

Tracking and follow-up of actual or suspected concussions is key recovery, Return-to-Sport, and to developing prevention and mitigating improvements. MCC has an Incident Reporting Process to cover concussions and other situations that result injury, damage to equipment and facilities or impairment of services. To comply with the MCC Concussion Policy and Codes of Conduct on reporting or to report any other incident, please complete the MCC Incidence Form (PDF Fillable) email it to the Club, by attaching the completed form or dropping it off at the Club Office.