

Kolbe Catholic College

Concussion Procedures for Parents and Carers



Introduction

Kolbe Catholic College is a school which operates with the consent of the Catholic Archbishop of Melbourne and is owned, operated and governed by Melbourne Archdiocese Catholic Schools Ltd (MACS).

Purpose

Kolbe Catholic College has an obligation to manage the health, safety and wellbeing for all students whilst under their care and supervision.

This document provides guidance to parents if their child has sustained a concussion; whether it's in or out of school activities (including at home or on the weekend).

Parents and carers have a responsibility for following these procedures and notifying the school, when required.

Definition

Concussion

Concussion is a brain injury caused by a knock to the head or anywhere on the body, where the force is transmitted to the head. It can also be caused by a fall. Concussion involves temporary neurological impairment. The symptoms may evolve over the hours or days following the injury.

Concussion Officer

Kolbe Catholic College have several dedicated concussion officers across both campuses, who have been trained to identify and manage concussions.

Return-To-School process for parents and carers

If a concussion of a child is suspected, they must visit their GP for an assessment. If a concussion has been confirmed, the parent/carer must complete the following steps:

- Notify the school that their child has sustained a concussion.
- Obtained a medical certificate stating that it's a confirmed concussion, but are fit to return to school.

Once this has been received and confirmed:

- The student will not participate in any contact or physical school activities for less than **21 days** from the date of concussion.

Staff responsibilities for managing student wellbeing

With the assistance of First Aid, the respective Director of Students will discuss strategies with the parent/carer to be able to have their child return to school as safely and as timely as possible. This may include a 21-day concussion safety plan.

Further Information

If you have any further questions, please contact your child's Director of Students.

Related Documents

- [SACCSS: Concussion Policy and Procedures](#)
- [AIS: Concussion in Australian Sport](#)
- [The Royal Children's Hospital Melbourne: Head Injury](#)