

Loomis Chaffee is committed to supporting students who have sustained diagnosed concussions and who, with consultation of medical professionals, need to separate themselves from the school for a period of time in order to focus on their health and recovery. As a school, we have adopted the following procedures, so as to keep the best interests of the student in mind while providing for a medical leave specific to a diagnosed concussion.

LC CONCUSSION LEAVE POLICY

The purpose of Concussion Leave is to temporarily protect students from having to meet the day-to-day academic expectations of the school and to allow them time to recover. Additionally, the Concussion Leave ensures a student's readiness for return to full academic study by instituting an incremental resumption of demonstrated academic work. Concussion Leave, as with any Medical Leave, is declared by the student's dean, in consultation with the Health Center and the school's clinicians.

ASSESSMENT

- The initial step is in the Health Center's assessment of the student immediately after an event that may have resulted in a concussion. Boarding students may be diagnosed with a concussion by the school's APRN. Day students with symptoms will be advised to seek care with their own providers for concussion diagnosis. All students with a concussion will see the APRN daily.
- Students with severe or worsening symptoms, or for whom symptoms are not resolving over a reasonable period of time, may be advised to take Concussion Leave. The student's ability to attend classes and participate in self-care will be primary factors in determining the need for Concussion Leave, but other factors such as testing periods at the end of a term may also impact this decision.

LEAVE

- The goal of concussion medical leave is for the student to focus on their wellness and recovery.
- The family is responsible for facilitating whatever communication is necessary between the school and the student's home medical providers. This may include providing them with a form to complete and/or the contact information for the school's Health Center, its Medical Director/physician or psychiatrist as directed by the class dean.
- The student's academic dean will work with teachers to make sure that the student has appropriate academic assignments available for when cleared to return to academic work.
- While on leave, the student is not to return to campus without the permission of their class dean. Travel plans should not be made, or should be flexible, until final clearance is confirmed.

RETURN TO ACADEMIC WORK

- Before a student may return to campus, they must follow these protocols for Return to Learn (RTL).
- Prior to the conclusion of the leave, the student's clinician(s) should complete and return the Loomis Chaffee Concussion Medical Leave Clearance Form to the Health Center (health_center@loomis.org or fax 860-688-1557), indicating the student is cleared for resumption of academic work, and ultimately return to school. The APRN will review this with the Medical Director and alert the academic dean. This process takes place during the Monday – Friday work week.
- Once cleared, RTL protocols are put in place **at home before the student returns to school**, ensuring an incremental resumption of academic activity prior to the full return to school. These protocols involve monitored periods of work time in which care should be given so that if a student experiences headaches or other concussion symptoms, the student halts their work until those symptoms recede, and must recheck with their clinician for further guidance. Students who struggle to complete the RTL may need additional cognitive rest or therapies.
- Students who have been on Concussion Leave for two weeks or less must follow a two-day return-to-work monitored protocol; for each additional week of leave one day is added to the protocol, as follows, to a total of no more than four days of monitored work:
 - Day 1—the student may begin completing reading assignments for no more than 20 minutes at a time, with an equal amount of break time between reading periods. The student should not exceed 60 minutes of reading time on Day 1.
 - Day 2—the student may begin completing other class assignments in addition to readings, for no more than 30 minutes at a time, again with equally long breaks between work periods. The student should not exceed 90 minutes of reading/work time on Day 2.
 - Day 3—the student may increase the total work time to 120 minutes, again with breaks between work periods that equal the total work time.
 - Day 4—the student may increase the total work time to 150 minutes, with breaks.

RETURN TO SCHOOL

- The student remains on leave until the school's Medical Director, after consultation with the student's clinician(s), recommends that the student return. The class dean, in consultation with the student's parents and academic dean after RTL protocols are followed, must be confident that the student can function academically, medically and socially and the school has the capacity to meet those needs. **Students are typically on leave for a minimum of 7 days.**
- Students may return from medical leave during the academic day. To ensure a smooth transition back to the school environment, returns on the weekend are discouraged. The student's first stop on campus must be the Health Center.

- Upon return, the student may be required to take the SWAY test in order to resume academic testing and athletics. This will depend on the type of clinician providing their care at home and is at the discretion of our Medical Director.
- The student will be required to meet with a member of the counseling department. Students are required to meet with counseling at least twice more in the three weeks following their return.
- After the student returns, their progress will be periodically reviewed by the academic dean, class dean, and advisor to ensure that the appropriate supports are in place.

RETURN TO SPORT / AFTERSCHOOL ACTIVITIES

- Students should not return from concussion medical leave until they can participate in a full academic day, as well as their afterschool activity. Any restrictions must be listed on the Concussion Medical Leave Clearance Form and will be reviewed prior to approval of leave return. Return to Sport protocols will be supervised by the Athletic Trainers office.

Notes:

1. Sometimes a student misses so much school that they cannot earn credit for an academic year. When a student misses more than five weeks of school (half a term) medical withdrawal may be required. Fortunately, most Concussion Leaves end with the student going on to complete the year successfully.
2. Occasionally a student must resume Concussion Leave after their return if the symptoms of their concussion make attending to academic responsibilities too difficult. In such cases the class dean and academic dean work with the student and their teachers to make an amended plan for return.
3. Communication between doctors (student's clinician to the school's physician) must be made during the Monday to Friday work week.
4. Auditing classes is not possible during or following a Concussion or Medical Leave. Students are required to meet their academic obligations, however amended, once cleared to return to school.