KENAI PENINSULA BOROUGH SCHOOL DISTRICT

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To: Elementary, Middle and High School Administrators, Athletic Directors, and Coaches
From: John O'Brien, Director of Secondary Education & Student Activities
RE: Concussion Guidelines and Education and Requirements (BP/AR 6145.22)
Date: July 1, 2012

Alaska State law requires school districts to ensure that all coaches are trained in concussion awareness, provide clear guidelines for response to suspected/actual concussions, formalize "return to play" procedures, and educate parents and athletes on concussion awareness.

KPBSD and KPSAA has established and adopted the following expectations for all KPBSD schools and coaching staff:

1) All coaches (paid and volunteer) who work with KPBSD athletes must take the CDC/NFHS "Free online training for Coaches of High School Sports" course before their first practice with athletes. This course is applicable to students of all ages. They will need to print off the certificate of completion before they log off and provide a copy to the AD. AD's will then send completed certifications to Human Resources, who have a district google doc to keep track of coaches who have completed the training. AD's and administrators will have access to view the doc. The course can be found by going to the CDC page entitled Heads Up: Concussion in High School Sports or at: http://www.nfhslearn.com/electiveDetail.aspx?courseID=15000.

   Refresher Training: All coaches will receive subsequent training at least every three years. Coaches will complete refresher training in conjunction with their Sports First Aid certification three year renewal, even if the renewal date occurs sooner than three years following initial concussion training. The Superintendent or designee may require refresher training more often if it is determined to be necessary on an individualized or group basis

2) A copy of the ASAA "A Parent's Guide to Concussion in Sports" must be provided to parents and athletes. They will sign the ASAA Parent and Student Acknowledgement and Consent form confirming they were provided the information about concussions. These forms can be found on the ASAA or KPSAA sites for printing and distribution. You are to keep copies in the AD office files along with other paperwork.

3) This applies to all sports including intramurals, not just football and hockey. Please remind your football coaches that full contact should not take place until after the third practice.

4) When a concussion is suspected or confirmed, guidelines are set forth in the new ASAA Return to Play form (please replace all former KPBSD Return to Play forms with this one) which can be found in the KPSAA handbook and online at the KPSAA web page.

Please go over these expectations with your coaching staff

If you have any questions or concerns regarding concussions please contact John O'Brien at (907) 714-8884.