

## Return to School Plan: Information for Parents/Guardians

This sample tool is intended to provide information for parents/guardians to assist with their understanding of the Return to School Plan and their role in supporting their child/ward in their successful progression.

The **Return to School plan** is intended to support a student's individual and gradual Return to Learn (RTL) and Return to Physical Activity (RTPA). It does not replace medical advice.

# 1. How do I monitor/track my child's/ward's progress through the Return to School plan?

Use the approved school board form or the <u>Sample Return to School Plan – Stages 1 to 3 Form</u> and the <u>Sample Return to School Plan – Stages 4 to 6 Form</u> to monitor/track progress. This tool provides information about:

- the activities permitted at each RTL and RTPA stage,
- when your child/ward can progress to the next stage, and
- when medical clearance is required

## 2. How long should my child/ward spend at each stage?

Progression through each stage is individual. Although each stage must take a minimum of 24 –hours, the length of time needed to complete each stage will vary based on the severity of the concussion and the individual student's progress.

- Stage 1- Activities of Daily Living and Relative Rest is the same for RTL and RTPA. These should start at the same time and should not take more than one to two days to complete.
- It is common and ok for the progression through the rest of the RTL and RTPA stages to occur at different rates.

#### 3. What do I do if my child's/ward's symptoms return or worsen?

#### During stages 1-3 (prior to medical clearance):

- it is common and ok for a student's symptoms to **return or worsen mildly and briefly**, as long as the symptoms do not last for more than an hour and the student can tolerate them.
- If the symptoms last longer than an hour and/or the student cannot tolerate the symptoms, then:
  - For **RTL**: the student should take a break, and the activities should be adapted.
  - For RTPA: the student should stop the activity and try again the next day at the same Stage.

**During Stages 4– 6 (after medical clearance):** Concussion-related symptoms should not return. If they do, the student should return to **RTPA - Stage 3** (i.e., avoid any activity that puts the student at risk of falling or experiencing another impact to the head, neck, or body) and be reassessed by a medical doctor or nurse practitioner.

### 4. When can my child/ward return to school?

After **Stage 1** a student should **Return to School** as soon as they can tolerate the school environment, even if they are not symptom-free. (This can be as early as **Stage 2** and should not be later than **Stage 3**.)

## 5. What do I do when my child/ward is ready to return to school?

When your child/ward is ready to return to school, communicate this to the school principal/designate. This can be done through a school-approved form or using the <u>Sample Return to School Plan – Stages 1 to 3</u>

<u>Form</u>. The Principal/Designate will organize a meeting that is intended to support a student's successful transition back to school. This meeting often includes, members of the school staff, parents/guardians, student (as appropriate), and other members as needed.

Note: Medical clearance is not required for your child/ward to return to school.

# 6. Once my child/ward returns to school how will I know when they are ready to progress to the next Return to Learn and Return to Physical Activity Stage?

During each stage, the parents/guardians and school (teacher/designated staff lead) will monitor student progress. When your child/ward is ready to progress to the next stage you and/or the school (teacher/designated staff lead) will communicate this (using approved school board form or the <a href="Sample">Sample</a> Return to School Plan – Stages 1 to 3 Form and the Sample Return to School Plan – Stages 4 to 6 Form)

### 7. When does my child/ward require medical clearance?

Your child/ward continues to progress at **Stage 3** until they:

- are symptom-free from concussion-related symptoms at rest and at full physical exertion, and
- have completed all the RTL Stages

To progress to **RTPA – Stage 4** written medical clearance by a medical doctor or nurse practitioner is required (e.g., school board approved form or the **Sample Medical Concussion Clearance Form**).

## 8. What do I do if my child/ward experiences concussion symptoms after medical clearance?

If your child/ward experiences concussion symptoms after medical clearance, you should:

- for RTL: if your child/ward received medical clearance, you should have them re-assessed.
- for RTPA: your child/ward should return to RTPA Stage 3 for symptoms to resolve. Your child/ward will need to be re-assessed for medical clearance by a medical doctor or nurse practitioner again before moving to RTPA Stage 4.

# 9. When does my child/ward finish their Return to Learn and Return to Physical Activity Plans?

Your child/ward will complete their RTL and RTPA Plans after successful completion of:

- RTL Stage 4: if they are not participating in any physical activity at school. Note: in this case they are
  not required to complete any RTPA Stages.
- RTL Stage 4 and RTPA Stage 5: if they are participating in curricular and intramural physical activities.
- RTL Stage 4 and RTPA Stage 6: if they are participating in interschool athletics