

THE CORPORATION OF THE MUNICIPALITY OF MAGNETAWAN

BY-LAW NO. 2018 - 04

Being a By-law to adopt a concussion prevention and management policy.

WHEREAS the Municipality of Magnetawan recognizes that concussions are serious injuries which require appropriate follow-up measures to reduce the risk of potential additional injury;


AND WHEREAS the Council of the Municipality of Magnetawan deems it desirous to establish a policy to increase staff and volunteer awareness of concussions, their signs and symptoms and how to handle such injuries;

NOW THEREFORE the Council of the Corporation of the Municipality of Magnetawan enacts as follows:

1. **THAT** the Magnetawan Concussion Prevention & Management Policy shall be adopted in the form attached hereto as Schedule 'A' and forming part of this by-law;
2. **AND THAT** this Policy shall come into effect as of the date of passing of this by-law.

READ A FIRST, SECOND, AND THIRD TIME, passed, signed and the Seal of the Corporation affixed hereto, this 10th day of January, 2018

**THE CORPORATION OF THE
MUNICIPALITY OF MAGNETAWAN**



Mayor



Clerk-Administrator

SCHEDULE 'A' to BY-LAW 2018-04

MAGNETAWAN CONCUSSION PREVENTION & MANAGEMENT POLICY

January 10th 2018

POLICY STATEMENT

The Municipality of Magnetawan recognizes concussions are serious injuries which require appropriate follow-up measures to reduce risk of potential additional injury.

PURPOSE

This policy encompasses all positions within the Corporation of the Municipality of Magnetawan. This policy sets out to provide awareness of the potential seriousness of concussions, and to familiarize staff with the signs and symptoms of concussions along with general guidelines for how to handle a suspected concussion.

DEFINITIONS

Team Member: Any employee, staff member, or volunteer who is representing the Corporation of the Municipality of Magnetawan.

Concussion: a clinical diagnosis that must be made by a medical doctor. It may be caused either by a direct blow to the head, face, or neck. It can also be caused by a blow to the body that transmits a force to the head that causes the brain to move rapidly within the skull. Concussions can cause changes in how the brain functions, leading to symptoms that can be physical (e.g. headache, dizziness), cognitive (e.g. difficulty concentrating or remembering), emotional/behavioral (e.g. depression, irritability) and/or related to sleep (e.g. drowsiness, difficulty falling asleep). Concussions cannot be seen on routine x-rays, CT scans or MRIs.

Concussions can occur even if there has been no loss of consciousness (in fact most concussions occur without a loss of consciousness).

A repeat concussion that occurs before the brain recovers from the first can increase the chance for long term effects and can lead to Second Impact Syndrome – a rare condition that causes pain and severe brain swelling and often catastrophic results.

Signs and Symptoms: Individuals may experience a wide variety of signs and symptoms. Sometimes they are experienced immediately; however, they may appear several days after the incident:

- Headache or “pressure” in head
- Nausea or vomiting
- Balance problems or dizziness
- Double or blurry vision
- Sensitivity to light and/or noise

- Feeling sluggish, hazy or groggy
- Concentration or memory problems
- Confusion
- Just not “feeling right” or is “feeling down”

Seek immediate medical attention if any of the following signs or symptoms are present:

- Drowsiness or cannot be awakened
- Convulsions or seizures
- One pupil larger than the other
- Slurred speech
- Headache that gets worse and doesn’t go away
- Unusual behaviour
- Weakness, numbness, or decreased coordination
- Repeated vomiting or nausea
- Difficulty recognizing people or places
- Loss of consciousness (even brief)
- Increasing confusion, restlessness, or agitation

RESPONSIBILITIES

The Municipality of Magnetawan will create a concussion awareness strategy by doing the following:

- Conduct ongoing awareness training and provide education to members of the public using municipal recreation services, which may include flyers and information brochures;
- Provide training to municipal staff and volunteers on signs and symptoms of concussions, advising potential concussion sufferers to seek medical attention and how to document these potential injuries; and,
- Complete an annual assessment of current recreation programs and implement concussion prevention measures, as required.

GUIDELINES

If a Team Member witnesses another Team Member or patron hit their head against a hard surface, the Team Member will immediately remove the individual from any activity (if applicable). Team Members who witness or are made aware of an incident are required to report the incident as soon as possible to their supervisor/manager and complete an incident report within the applicable timelines as outline on the form. If a concussion is suspected, advise the individual to seek medical attention or depending on the severity of the injury, call an ambulance.

TRAINING

New Team Members will receive concussion training during orientation. An information poster will be placed on the Health and Safety Boards in the respective workplaces. This policy will be made available to all Team Members on the “T” drive.

REFERENCES

Government of Ontario, Ministry of Tourism, Culture and Sport website:

http://www.health.gov.on.ca/en/public/programs/concussions/docs/mtns_concussion_guide_en.pdf

REVIEW CYCLE

This policy shall be reviewed on an annual basis.