

RETURN TO LEARN (RTL) AND RETURN TO PHYSICAL ACTIVITY (RTPA) FOR SUSPECTED/DIAGNOSED CONCUSSIONS

This form is to be used by parents/guardians to track and to communicate to the school a student's progress through the stages of Return to Learn (RTL) and Return to Physical Activity (RTPA) Plan following a diagnosed concussion. Each stage must last a minimum of 24 hours. A student moves forward to the next stage when activities at the current stage are tolerated.

A student should be encouraged to 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). While the Return to Learn and Return to Physical Activity stages are inter-related they are not interdependent after Stage-1. Students do not have to go through the same stages of Return to Learn and Return to Physical Activity at the same time.

During Stages 1-3 (prior to medical clearance) it is common and acceptable for a student's symptoms to return or worsen mildly and briefly as long as these symptoms **do not last for more than an hour**. If a student's concussion-related symptoms worsen for longer than an hour or they cannot tolerate their symptoms, the student should:

- For RTL, take a break, and the activities should be adapted.
- For RTPA, stop the activity and try again the next day at the same stage

If symptoms return during Stages 4-6, student must return to Stage 3-Return to Physical Activity (RTPA) and see a medical doctor/nurse practitioner for re-assessment.

STUDENT NAME: _____ DATE: _____

STUDENT IS AT HOME

Stage 1 – Activities of Daily Living and Relative Rest is the responsibility of the parents/guardians of the concussed student under home supervision and should not take more than 1-2 days. Stage 1 is the same for Return to Learn (RTL) and Return to Physical Activity (RTPA).

STAGE/ STEP	DESCRIPTION	NOTES AND DOCUMENTATION REQUIRED
Return to Learn (RTL) & Return to Physical Activity (RTPA) - Stage 1 Activities of Daily Living and Relative Rest	Goal: 24 – 48 hours of relative cognitive rest. Encourage gentle activity. Sample activities permitted if tolerated by student: • Moving around home and light walking • Short games/activities (card games, puzzles, crafts) • Social interaction with family/friends Activities that should be minimized at this stage: • Screen time (e.g., phone, TV, computer/tablet) • Video games • Reading • Avoid sports Cannot attend school for at least 24 hours from initial injury.	Student may progress to stage 2 if: • diagnosed with a concussion by a medical doctor or nurse practitioner and: • it has been at least 24 hours since the initial injury. NOTE: • Resting completely for more than 2 days is not suggested and a complete absence for more than one week is not recommended. • Students should Return to School as soon as they can tolerate the school environment even if not symptom free. Parents/Guardians ☐ The student will be returning to school at Return to Learn-Stage 2 and Return to Physical Activity-Stage 2. Note: If your student is not returning to school after Stage 1 they should complete the activities from Return to Learn-Stage 2 and Return to Physical Activity-Stage 2 at home, and return to school when they are ready to progress to Return to Learn-Stage 3 and Return to Physical Activity-Stage 3.

Parent/Guardian communicates to school principal (by completing Appendix A7) that the student has completed Stage 1-Activities of Daily Living and Relative Rest and is ready to return to school and begin the school part of the Return to Learn (RTL) and Return to Physical Activity (RTPA) Plan.

STUDENT IS AT SCHOOL

Return to Learn: Once the student has completed Stage 1 and is able to return to school, one school staff (i.e., designated member of the collaborative team appointed by the school Administrator or designate) needs to serve as the point of contact for the collaborative team members.

Return of Concussion Symptoms: During Return to Learn-Stages 1-3 or Return to Physical Activity-Stages 1-3, if new or returning symptoms occur for longer than an hour or they cannot tolerate their symptoms, the student should:

- For Return to Learn, take a break, and the activities should be adapted.
- For Return to Physical Activity, stop the activity and try again the next day at the same stage.

If symptoms return during Stages 4-6, student must return to Return to Physical Activity-Stage 3 and see a medical doctor/nurse practitioner for re-assessment.

Collaborative Team Approach: The Return to Learn (RTL) To Return to Physical Activity (RTPA) Plan should be developed by a collaborative team approach lead by the school Administrator or designate, with ongoing communication and monitoring by all members.

Collaborative Team Members: Concussed student, parent/guardian of the student, school staff working with the student, and medical doctor/nurse practitioner (if available).

The Return to School Plan, including the Return To Learn (RTL) and Return To Physical Activity (RTPA) Plan, is the responsibility of the parents/guardians of the concussed student and the school.

The school part of the plan begins with:

- A meeting with the principal/designate to provide information on:
 - the school part of the Return to Learn and the Return to Physical Activity Plan (Appendix A6)
 - Collaborative Team participants and parent/guardian role on the team
- A student assessment to determine possible strategies and/or approaches for student learning.

STAGE/STEP	DESCRIPTION	NOTES AND DOCUMENTATION REQUIRED
Return To Learn – Stage 2 School activities (as tolerated) (Completed as partial days in-school or at home)	Goal: Increase tolerance to cognitive activities and school environment. Activities permitted if tolerated by student: • Gradual reintroduction of light cognitive (thinking/memory/knowledge) activities and school environments. Take frequent breaks. • Accommodations (e.g., access to breaks, additional time to complete work, dim lighting) may be required for cognitive activities and/or to help the student to tolerate the school environment. • Reading, short periods of schoolwork/activities with frequent breaks • Continue social interactions with peers/family (preferably done at school) • Limited screentime building up as tolerated (tv/computer/phone) Activities that are not permitted at this stage: Avoid activity that puts student at risk of falling or impact to head, neck or body until medically cleared.	Student moves to Return to Learn-Stage 3 when they can tolerate Return to Learn-Stage 2 activities. It is okay for symptoms to worsen mildly and briefly. If a student's concussion-related symptoms return or worsen for more than an hour: • the student should take a break; • activities should be adapted. Student may need accommodations to tolerate: • cognitive activities (e.g., access to breaks, extra time to complete work); • the school environment (e.g., permission to wear sunglasses in class if required or a quiet place to eat lunch). a) For students who completed Return to Learn-Stage 2 at home: <u>Parents/Guardians</u> ☐ Student will be returning to school at Return to Learn-Stage 3. ☐ Appendix A7 sent back to school. b) For students who completed Return to Learn-Stage 2 at school: <u>School</u> ☐ Student is ready to progress to Return to Learn-Stage 3. ☐ Appendix A7 sent out to parents. <u>Parents/Guardians</u> ☐ Student is ready to progress to Return to Learn-Stage 3. ☐ Appendix A7 sent back to school
Return To Physical Activity – Stage 2 Light to moderate effort aerobic activity/exercise (completed at home or at school)	Goal: increase heart rate and gradually increase intensity of aerobic activities/exercises with low risk of head impacts. All activities should be supervised. Supervised activities permitted as tolerated by student: • Gradual reintroduction of light aerobic activity/exercise • Low impact aerobic circuits, slow to medium paced • Gradually increase intensity to moderate effort (walking/swimming at a pace that causes some increase in breathing/heart rate but not affecting ability to carry on a conversation comfortably.) • Light resistance training (bands, light weights) Activities that are not permitted at this stage: Activity with risk of falling or impact to head/neck.	Student moves to Return to Physical Activity-Stage 3 when: • student has been at Return to Physical Activity-Stage 2 for one day or more; and • can tolerate Stage 2 activities (even if symptoms worsen mildly and briefly). a) For students who completed Return to Physical Activity-Stage 2 at home: <u>Parents/Guardians</u> ☐ Student will be returning to school at Return to Physical Activity-Stage 3. ☐ Appendix A7 sent back to school. b) For students who completed Return to Physical Activity-Stage 2 at school: <u>School</u> ☐ Student is ready to progress to Return to Physical Activity-Stage 3. ☐ Appendix A7 sent out to parents. <u>Parents/Guardians</u> ☐ Student is ready to progress to Return to Physical Activity-Stage 3. ☐ Appendix A7 sent back to school.

STAGE/STEP	DESCRIPTION	NOTES AND DOCUMENTATION REQUIRED
Return To Learn – Stage 3 Part-time or full-time at school with accommodations (as needed)	Goal: Continue to increase tolerance for cognitive activities and exposure to school environment. Gradual increase of time spent on activities/types of activities, and reduction of concussion related accommodations. Activities permitted if tolerated by student: - Continued progression of cognitive activities (e.g. schoolwork) and exposure to school environment (interacting with family/friends, exposure to noise/lighting) as tolerated. - Increased screentime as tolerated (tv/computer/phone). Activities that are not permitted at this stage: Avoid activity that puts student at risk of falling or impact to head, neck or body until fully recovered and have been medically cleared.	Student progresses to Return to Learn-Stage 4 when they can tolerate full days of cognitive activities and the school environment without accommodations for concussion. NOTE: If a student’s concussion-related symptoms return or worsen for more than an hour, the student should take a break, and the activities should be adapted. Student may need accommodations to tolerate cognitive activities (e.g., access to breaks, extra time to complete work); and the school environment (e.g., permission to wear sunglasses in class if required or a quiet place to eat lunch). School ☐ Student is ready to progress to Return to Learn-Stage 4. ☐ Appendix A7 sent home to parent/guardian. Home ☐ Student is ready to progress to Return to Learn-Stage 4. ☐ Appendix A7 sent back to school.
Return To Physical Activity – Stage 3 Individual movement skills/sport-specific activities with low risk of inadvertent head impact	Goal: Continue to increase intensity of aerobic activities/exercise and introduce activity/sport-specific movements and changing directions. Activities should be supervised/monitored. Activities permitted if tolerated by student: Add individual movement skills/sport-specific activities (e.g., passing to a wall/partner, throwing/catching drills). Activities that are not permitted at this stage: Avoid activity that puts student at risk of falling or impact to head, neck or body until medically cleared.	Student progresses to Return to Physical Activity-Stage 4 when: - are symptom-free from concussion-related symptoms at rest and at full physical exertion; - have completed the Return to Learn Stages; and - have written medical clearance from a medical doctor or nurse practitioner. NOTE: If concussion related symptoms return during Return to Physical Activity-Stages 4-6, student must return to Return to Physical Activity-Stage 3 and be reassessed by a medical doctor or nurse practitioner. School ☐ Student is ready to progress to Return to Physical Activity-Stage 4. ☐ Appendix A7 sent home to parent/guardian. Home ☐ Student is ready to progress to Return to Physical Activity-Stage 4. ☐ Written medical clearance form is attached. ☐ Appendix A7 sent back to school.

During Stages 4, 5, or 6 (after medical clearance) a student's concussion-related symptoms should not return. If they do, the student should return to **Return to Physical Activity–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.

STAGE/STEP	DESCRIPTION	NOTES AND DOCUMENTATION REQUIRED
Return To Learn – Stage 4 Return to School Full-time without Accommodations Related to Concussion	Goal: Return to school without accommodations related to the concussion. Activities permitted if tolerated by student: • Student returns to school full day, with minimal adaptation of learning strategies and/or approaches. • Student assumes a nearly typical workload, being able to do homework for 60 minutes per day. • Student is limited to one test per day. Activities that are not permitted at this stage: • Standardized tests or exams.	Upon completion, Student has successfully completed the Return to Learn process. NOTE: For students not participating in any physical activity at school this is the end of their Return to School process . School ☐ Student has demonstrated they can tolerate a full day of school without adaptation of learning strategies and/or approaches. ☐ Appendix A7 sent home to parent/guardian. Home ☐ Student has not exhibited or reported a return of symptoms, new symptoms or worsening symptoms and has completed the Return to Learn Plan. ☐ Student has exhibited or reported a return of symptoms and should return to Return to Physical Activity–Stage 3 and be reassessed by a medical doctor or nurse practitioner. ☐ Appendix A7 sent back to school.
Before progressing to Return to Physical Activity–Stage 4, the student must: ☐ have completed Return to Learn–Stage 4 full day at school without adaptation of learning strategies and/or approaches), ☐ obtain signed Medical Clearance from a medical doctor or nurse practitioner (Appendix A4). NOTE: Premature return to contact sports (full practice and game play) may cause a significant setback in recovery.		
Return To Physical Activity – Stage 4 Skill progression/ training drills and activities with low risk of body contact	Goal: Adjust to usual intensity activity/exercise and add in more challenging skill progressions and multi-student activities/drills. Activities permitted if tolerated by student: • Participate in all activities from Stage 3. • Participate in components of physical activities in physical education class or intramural programs (including partner/group activities) with low risk of body contact (e.g., multi-student passing activities/drills). Activities that are not permitted at this stage: • Avoid scrimmages, gameplay, or any activity involving body contact. • Body contact or head impact activities (for example, heading a soccer ball)	School ☐ Student has completed the activities of Return to Physical Activities–Stage 4 for a minimum of 24 hours and activities do not result in return of concussion related symptoms. ☐ Appendix A7 sent home to parent/guardian. Home ☐ Student has not exhibited or reported a return of symptoms after a minimum of 24 hours. ☐ Student has exhibited or reported a return of symptoms and should return to Return to Physical Activity–Stage 3 and be reassessed by a medical doctor or nurse practitioner ☐ Appendix A7 sent back to school.

STAGE/STEP	DESCRIPTION	NOTES AND DOCUMENTATION REQUIRED
Return To Physical Activity – Stage 5 Return to non-competitive activities and full-contact practices.	Goal: Restore game-play confidence and physical and mental conditioning. Activities permitted if tolerated by student: Return to full participation in: - Physical Education - Intramural programs - Full contact training/practice in contact interschool sports Activities that are not permitted at this stage - Competition (for example, games, meets, events).	After a minimum of 24 hours at Stage 5; and if activities at Stage 5 do not result in return of concussion-related symptoms, then for: a) <u>Students participating in physical education and/or intramurals at school ONLY</u> -> this is the end of the Return to Physical Activity (RTPA) process. b) <u>Students participating in competitive intramural or interschool activities/competitions-</u> >progress to Stage 6. <u>School</u> ☐ Student has completed the applicable physical activities in Return to Physical Activity-Stage 5 with no return of concussion related symptoms. ☐ Appendix A7 sent home to parent/guardian. <u>Home</u> ☐ Student has not exhibited or reported a return of symptoms or new symptoms after a minimum of 24 hours and can progress to Return to Physical Activity-Stage 6. ☐ Student has exhibited/reported a return of symptoms or symptoms and must return to Return to Physical Activity-Stage 3 and see a medical doctor/nurse practitioner for Medical Clearance reassessment. ☐ Appendix A7 sent back to school.
Return To Physical Activity – Stage 6 Return to all competition without restrictions	Goal: Return to all competition without restrictions Unrestricted return to all competition.	After a minimum of 24 hours at Stage 6; and if activities at Stage 6 do not result in return of concussion-related symptoms, this is the end of the Return to Physical Activity (RTPA) process. <u>School</u> ☐ Student has completed full participation in contact sports. ☐ Appendix A7 sent home to parent/guardian. <u>Home</u> ☐ Student has not exhibited or reported a return of symptoms or new symptoms after a minimum of 24 hours and has completed the Return to Physical Activity Plan. ☐ Student has exhibited/reported a return of symptoms or new symptoms and must return to Return to Physical Activity-Stage 3 and see a medical doctor/nurse practitioner for Medical Clearance reassessment. ☐ Appendix A7 sent back to school.