

Hamilton & District Extend-A-Family



Hamilton & District Extend-A-Family Safety and Concussion Prevention Policy

PURPOSE:

Safety and overall welfare of all children, volunteers and staff are a priority for all activities at Extend-A-Family. Policies such as the sign in/out protocol have been developed for the safety of all involved.

SCOPE:

All activities and events at Extend-A-Family are organized to provide recreational experiences that are not only enjoyable but also safe. With all recreational activities, the chance of an accident occurring can be reduced by abiding by organization/facility rules and regulations, by carefully following instructions at all times while engaging in the activity and by maintaining a level of fitness suitable for safe participation in this activity. Children and youth who are unable or unwilling to follow safety rules and regulations may be asked to refrain from attending certain events.

EXTEND-A-FAMILY SAFETY PROTOCOL:

The following safety protocols will followed by all staff/volunteers and children:

1. SAFETY EQUIPMENT:

a) Community based events may request the use of safety equipment during the scheduled activity. At all times staff/volunteers and children will use/wear properly fitting safety equipment. This can include but is not limited to PFDs, helmets, safety glasses, and gloves

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b) If any individual refuses to wear the required equipment, they will not be permitted in such activity

c) Volunteers and staff must also be sure to set a positive example by also wearing this equipment.

2. FIRST AID. All Extend-A-Family staff members hold current first aid and CPR qualifications.

a) Any first aid treatment required by a child/volunteer or staff member should be provided by the most senior qualified staff member attending.

b) All injuries occurring during Extend-A-Family events will be reported verbally to the parent/guardian picking the child up as well as in writing to the family coordinator who has that child on their caseload. These reports must contain information about how the injury was treated on site.

c) In the unforeseen situation of a serious injury, refer to the policy on reporting serious occurrences.

3. CONCUSSIONS

Traumatic brain injury or concussion occurs in many recreational activities, and can range from mild (a brief change in mental state or consciousness) to severe (an extended period of unconsciousness or amnesia after injury). Traumatic brain injury can cause a wide range of long and short term changes that can affect brain functioning on many levels. Repeated traumatic brain injuries occurring over time, can lead to cumulative neurological and emotional deficits. Repeated traumatic brain injuries that occur in a short period of time, can be catastrophic or fatal

In the event of a head injury or significant physical contact, the Extend-A-Family staff member will:

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1. Remove the child from the activity.
2. Ensure that the child is assessed and first aid applied if needed
3. Inform the caregiver about the possible concussion and encourage the caregiver to seek an assessment from a health care professional.
4. Allow the child to return to activities only with permission from an appropriate health care professional.

Staff members are also required to take the “Heads Up: Concussion in Youth Sports” online training on concussion prevention prior to employment in our recreational department.

http://www.cdc.gov/concussion/HeadsUp/online_training.html

4. RETURN TO PLAY. • All children who suffer from a serious injury or concussion must have their doctor’s approval prior to returning to Extend-A-Family activities. This includes serious injuries and concussions that occurred outside the Extend-A-Family program.

It is the family/caregivers responsibility to report any prior injuries that occurred outside Extend-A-Family programming. This information is vital to ensure the safety of all children participating in Extend-A-Family programs. If at any point a Extend-A-Family staff member feels that it’s not in the best interest of a child to participate in programming, it is within the rights of Extend-A-Family staff to ask a parent to pick their child up.