



## **MEMORANDUM**

**TO:** Mayor Bonnette and Members of Council

**FROM:** Jaclyn Neill, Recreation Supervisor Aquatics

**DATE:** December 02, 2020

**MEMORANDUM NO.:** MEM-RP-2020-0005

**RE:** Concussion Prevention and Management Policy

### **PURPOSE OF THE MEMORANDUM:**

The Recreation and Parks Department has developed a new policy and procedure to reduce the likelihood that a program participant will suffer a concussion while participating in a recreation program, and to ensure that staff manage any injuries that do occur appropriately.

### **BACKGROUND:**

A concussion is a brain injury caused by a hit to the head or by an injury to another part of the body which causes the brain to impact the skull. After a concussion, the brain needs time to fully heal. Returning to activity too quickly after suffering a concussion can lead to serious complications, including permanent disability or death. Recreation activities carry an inherent risk of injury, including concussions.

In 2018 the Province passed Rowan's Law, which is intended to reduce the risk of concussions in Ontario's recreation sector. The legislation will come fully into effect on July 1, 2021. This policy and procedure satisfy the requirements of Rowan's Law.

### **COMMENTS:**

Under the Recreation and Parks Department's updated Concussion Management and Prevention Policy and Procedures, all Recreation Programs will be evaluated to gauge the risk of concussion to participants. If a program or service is found to carry an elevated risk of concussion, participants will be required to review concussion awareness materials and agree to follow a concussion code of conduct before being allowed to participate. These materials will be distributed through the Perfect Mind registration system. Recreation staff who deliver these programs will receive additional training to help them reduce the risk of concussions, and to ensure they understand

how to manage a participant with a suspected concussion, including their role in removing that participant from activity and monitoring their return to activity once they are medically fit to return.

In order to ensure all Recreation and Parks staff members have a basic knowledge of concussion prevention and management, all staff who deliver recreation programs will review and acknowledge concussion awareness materials or complete a brief online training program developed by the Government of Ontario. Public education materials will be available at recreation facilities to help staff educate residents who may suffer an injury and seek assistance from staff.

Local sport organizations are also subject to Rowan's Law. Governing sport bodies have developed procedures and administrative practices to guide organization through the process of updating and implementing appropriate concussion management policies. Town of Halton Hills staff is available to provide support around policy implementation upon request.

#### **CONCLUSION:**

The Concussion Prevention and Management policy and procedures will help staff provide a safer program experience for residents. Any costs associated with implementing these changes will be covered through approved operating budgets.

Reviewed and approved by,

A handwritten signature in black ink, appearing to read 'S. Howard'.

Samantha Howard, Director of Recreation Services

A handwritten signature in black ink, appearing to read 'Warren Harris'.

Warren Harris, Commissioner of Recreation and Parks

A handwritten signature in black ink, appearing to read 'C. Mills'.

Chris Mills, Acting Chief Administrative Officer