



# WORTH SPORTS DEPARTMENT



WORTH  
SCHOOL



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# PARENT HANDBOOK



# WORTH

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Sport and Physical Education are integral to education at Worth. This handbook is designed to provide useful, practical information for parents to help ensure parents and pupils understand how Sport and PE operate at Worth, requirements and expectations and guidance on relevant areas. Further information can be obtained by visiting school website, sports portal <http://www.worthschoolsport.org.uk/> or by the contacting the Director of Sport.

**Aims of the Worth Sports Department:**

- \* Promote the Benedictine Values through sport and physical activity.
- \* Every Worth pupil participates in regular physical activity.
- \* Every Worth pupil has the opportunity to represent the school at sport.
- \* Every Worth pupil leaves school equipped to lead a healthy, active life.

**Objectives:**

- \* Physical literacy through sport and PE contributing to a healthy mind, body and spirit.
- \* Promote maximum participation in the traditional, core sports of Worth whilst catering for the needs of all pupils through a diversity of opportunity.
- \* Instil values of sportsmanship, tolerance and teamship (commitment, loyalty, co-operation, resilience and endeavour) within a competitive environment.
- \* To develop skill levels and games understanding.
- \* For pupils to enjoy games sessions and matches, dealing with victory and defeat appropriately, adopting a Growth Mindset.
- \* Develop qualities of leadership and leadership opportunities.

Physical Education and Games should be seen as complementary schemes, with each adding to the overall education of the pupils. The Physical Education syllabus introduces basic physical competence skills and physical fitness to all in order to ensure they are able to develop these in specific areas during Games sessions. Games sessions will build on this and give further opportunities to for students to extend themselves.

## GAMES POLICY

The Sports Department at Worth School aims to offer a broad range of sports and activities and encourage participation at all levels. The core team sports provide the main focus for all involved in their respective terms. **The expectation is that pupils will be motivated to participate in the School’s core sports and will be expected to represent the school in these areas where they are capable of doing so.**

The Department aims to facilitate the sporting development of pupils and to this end, fixtures are regularly scheduled. The majority of these will take place on Wednesday and Saturday afternoons. **All pupils should expect to be involved in Saturday afternoon sport.** *School sport takes precedence over external sporting commitments.* The only circumstances in which exceptions to this may be considered are in the event of a pupil having attained representative honours at county, regional or national level. Should this situation arise, this should be communicated **at least one week** in advance to the Director of Sport with whom the final decision for absence approval lies.

### **The Games Programme:**

The Core Sports at Worth are:

	<b>Boys</b>	<b>Girls</b>
Autumn Term	Rugby	Hockey
Spring Term	Football/Hockey	Netball/Lacrosse
Summer Term	Cricket/Tennis/ Athletics	Tennis/Athletics/ Cricket

### **Year 7 and 8 Boys.**

**Our Juniors begin the Autumn term with football until just after half term where they will switch to rugby. The Lent term will begin continuing rugby until half-term where they will then switch to hockey until the end of the Lent term.**

Lacrosse is offered to the girls as an alternative to netball in the Lent term. Hockey is offered to the boys in the Lent term as an alternative to football.

**Golf** is available to all pupils in years 9 to 13 throughout the year as a games option. There is a charge for this option. Details of the golf programme can be found on the school sport website.

Golf is also available as a Co-Curricular Activity for all year groups.

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It is expected that the vast majority of pupils will engage in the core sports of the school. Options are available for those unable to make a positive contribution to the core sport on medical grounds or those that are more suited to alternative activities. The sports staff will help guide pupils on this.

All boys in year 7, 8 and 9 will participate in rugby at a level appropriate to their experience, ability and physical maturation. This may be non-contact if appropriate.

**Year 11** Pupils will have access to the core sports as well as the wider games options available for senior games. Where an activity is limited in capacity, priority will be given to 6<sup>th</sup> form.

**Sixth Form** Pupils in 6F may choose their games option from the list of activities made available to them. It is hoped that the majority will represent the school in the core sport of the term.

Whilst there is a strong focus on the core team sports during games sessions, there are opportunities to access a broader curriculum through PE, the Co-Curricular Programme and Games (as described above) and through a wider selection of games options for Sixth form.

Pupils should expect to be coached to a high level and are expected to work and train hard during all games sessions. We want to instil an attitude in the pupils that they should always strive to be their best and, therefore, there is no ‘recreational’ element in curriculum games time.

Recreational opportunities are provided in the Co-Curricular Programme.

#### **Non-core sports options for Year 11**

**Autumn and Lent Terms**–Cross Country, Fencing, Lacrosse (girls), Hockey (boys)

**Summer Term** –Lacrosse (mixed), Girls Rugby or Football, Fencing, Rounders.

#### **Non-core sports options for Sixth form:**

**Autumn Term** – Badminton, Fencing, Fitness (Robertson Suite), Cross Country, Lacrosse (girls).

**Lent Term** –Fencing, Fitness (Robertson Suite), Cross Country, Lacrosse (girls), Hockey (boys)

**Summer Term** –Lacrosse (mixed), Girls Rugby or Football, Fencing, Volleyball, Fitness, Rounders.

Many sports are available year round via the Co-Curricular programme. Basketball and Rugby Sevens will run as part of the Co-Curricular Programme, as will Football in the Autumn term.

Pupils are asked to indicate the sport of their choice at the beginning of each term. Pupils may only change games with the permission of the Director of Sport. Decisions on individual cases are made after the Director of Sport has consulted with the Master in Charge of the sport concerned and/or Assistant Director of Sport as appropriate.

### Procedures for Games Sessions

- Years 7 and 8 (Juniors) Games is on Wednesday afternoon (match day) and Friday morning.
- Year 9 Games is on Tuesday morning and Thursday afternoon with matches on Saturday afternoons.
- Year 10 Games is on Monday afternoon and Friday morning with matches on Saturday afternoons.
- Years 11-13 (Seniors) Games is on Tuesday afternoon and Thursday morning with matches on Saturday afternoons.

Pupils must:

- Attend games in the correct Worth School kit, on time and with all relevant equipment (e.g. mouthguards, shin pads, water bottles etc.). Failure to do so may result in a sanction.
- **Pupils going to the playing fields MUST use the footbridge and, under no circumstances, are they to cross the road.**

Attendance at Games is **compulsory** and all pupils should be registered at their games session. Failure to attend Games, or 'Off Games' without authorisation will result in a sanction. Pupils missing games on medical grounds must have absence authorised by the **school Medical Centre**. Any parental request for a pupil to be off games must go via the school medical department. Those pupils will then attend pitch side at their games session or 'Off Games' in the library as directed by the Medical Centre. 'Off Games' is a supervised, compulsory prep session and pupils must take work with them.

### Sports Kit

All pupils are expected to train and play in Worth School sports kit. All sports kit can be purchased from Grays International at [www.grays-int.co.uk/schools/shop/worth](http://www.grays-int.co.uk/schools/shop/worth). **No alternatives are acceptable.**

Pupils require sufficient quantities of kit to keep a set immaculate for match days.

- All kit must be **named**. New kit can be automatically initialled and this is highly recommended. We also recommend name taping too, particularly socks.
- Kit left behind will be placed in the Lost Property bins under the stairs in the Sports Hall for collection. If uncollected it will be sent to charity.

Pupils to bring NAMED water bottles, especially in summer term, to PE and Games

**All pupils at Worth are expected to have all mandatory sports kit (as defined on the sports kit website).**

Depending on the sport played pupils will/may also need:

- Mouthguard – rugby/hockey/lacrosse
- Shinguards – Football/hockey
- Astro shoes – Hockey
- Football boots – Football/Lacrosse/Rugby
- Trainers
- Cricket shoes
- Hockey Stick
- Abdominal Protector (box) –cricket
- IRB approved pads/headwear – rugby

Lacrosse sticks and goggles are provided by the sports department. However, regular players may wish to purchase their own.

Basketball has a bespoke strip for matches kept centrally and issued and returned as necessary.

1<sup>st</sup> and 2<sup>nd</sup> team playing strips are provided. Pupils/parents have the option of purchasing the shirt at the end of the season, at a reduced price, if they wish to keep the shirts as a memento.

## Sports Safety Statement

All sports, contact and non-contact carry the risk of accident and injury. We are mindful of the dangers and take necessary precautions, based on professional guidance from National Governing Bodies.

Measures include:

- Coaches have necessary coaching experience and training.
- Safety guidelines as laid down by National Governing Body are followed as a rule.
- Compulsory wearing of mouthguards enforced for Rugby, Hockey and Lacrosse.
- Compulsory wearing of helmets enforced for Cricket.
- Recommended wearing of protective body armour and head wear as stipulated legal by the IRB for Rugby.
- Compulsory wearing of shin guards for Hockey.
- Eye protection for Lacrosse is provided and girls are encouraged to wear them.
- The wearing of facemasks for short corners in Hockey is strongly recommended. These items are provided by school for all teams.
- Matches are refereed by personnel who have attended relevant courses or are Referee Society affiliated.
- Staff are first aid trained and a rolling training programme exists.
- Fully qualified medical staff (Paramedics/Physiotherapists) in attendance at pitch side for home Rugby matches.
- Training methods include safe techniques for contact elements of the game.
- Older pupils are trained to be physically prepared for increased intensity of the sport at senior level.
- Injuries are reported and recorded centrally and through the school Medical Centre.\*
- Risk Assessments for all sporting activities.
- Affiliation to National Governing Bodies.

\*Head injuries and concussion are treated very seriously at Worth. Appendix 5 provides further information on concussion and how it is dealt with at Worth.



## Fixtures

All sports fixtures are published in the School Calendar but are subject to change. The sports portal <http://www.worthschoolsport.org.uk/> which can be accessed from the school website provides regularly updated information on sports fixtures and arrangements. **This is the default location for all information regarding sport at Worth.** Information will also be posted twitter on @Worth\_Sports. Cancellation information will be posted on the sports portal and twitter.

- Team Selections are made and published a minimum of 48hrs in advance unless exceptional circumstance prevents this.
- Teams are published on the sports portal (see users guide for information)
- Teams are posted on the notice boards outside the sports office.
- Pupils are expected to check these for notification of team selection and fixture details.

## Commitment to Sports Fixtures

We strive to provide the opportunity for all pupils of all abilities to enjoy sport and represent the school, as well as putting the values of commitment, teamwork, loyalty and endeavour into practice rather than just existing as rhetoric.

We are a small school and we have to work together to achieve success. If we do not then our strength as a small school becomes our weakness. Representing the school and honouring school commitments is vital if we are to remain successful. As a school we endeavour to create the environment where playing sport and representing the school is a highly valued and worthwhile experience for all pupils, and have clear systems of communication to help with planning external events. I would ask all parents and pupils to support the school by adhering to the procedures regarding availability for fixtures and participation in games sessions outlined below.

## Procedures for School matches

- **All** pupils in years 7-10 are considered eligible for selection for the appropriate school team for all school matches.
- **All** pupils in year 11 and Sixth form involved in the core sport are considered eligible for selection for the appropriate school team for all school matches.
  - Exceptions to this must be agreed in advance by the Director of Sport or Medical Centre.

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- Pupils and parents should check <http://www.worthschoolsport.org.uk/> for notification of fixtures and updates to arrangements.
- **Calendared school matches are a central part of Worth and, if selected to play, every pupil is expected to honour that commitment.**
- Selection will be made and published at least 48hrs in advance.
- Pupils deemed well enough to attend school are deemed well enough to honour all school commitments on that day, including games and PE. Any decision to exempt a pupil in school from school commitments on medical grounds must be made by the school Medical Centre. It is helpful when parents call or email to let us know of an injury or illness but all pupils must still go to the Medical Centre to be seen and signed off (or on) games based on their professional medical judgement and to ensure all necessary communication is actioned.
- A pupil presenting to the Medical Centre on a match day may be deemed exempt from playing but fit to travel and will therefore travel with the team.
- **Requests for Special Leave from school should only be sought in genuinely exceptional circumstances and not be sought when there are school matches unless completely unavoidable. Parents are asked to check the website to avoid arranging social events that clash with matches.**

#### Selection for Teams (see Appendix 1 for full selection policy)

The aim of the Selection Policy is to ensure that all pupils at Worth School get a fair and equal chance to represent the school, at a level appropriate to their ability, whilst enabling individuals to improve and develop their ability in sport.

#### Rationale:

- All 'A' teams are selected to be the most competitive teams possible with an emphasis on performance and winning matches.
- 'B' and 'C' teams are selected with participation as the main objective and the opportunity to be involved in competitive matches at an appropriate level.
- Where there is no C team (due to numbers) then playing opportunities for pupils of all levels will be provided within the fixture calendar but not all pupils should expect to play in all matches.

For Rugby the RFU Age Banding Policies must be applied at all times

<http://www.englandrugby.com/my-rugby/players/age-grade-rugby/rules-and-regulations/>

## Match Days

Due to limited changing facilities, for Home matches pupils should change in House and arrive at the pitches in Worth playing kit and Worth tracksuit as necessary.

For Away matches pupils should travel in school uniform. If a school informs us of limited changing facilities at the away venue the pupils should travel in Worth tracksuit. This information will appear on the team sheet. All pupils should be immaculately dressed on match days.

## Guidance for Spectators

Pupils appreciate the presence and support of their parents at matches. It is important that parents always set a good example of good sportsmanship and give enthusiastic, but not excessive or inappropriate support.

- Criticism or undermining of the umpire/referee from the touchline is never acceptable.
- Parents should not enter the field of play without the express permission of the umpire/referee or medical staff.
- Parents and spectators should not enter changing room areas.

A full Spectator Code of Conduct can be found in the appendix section of this handbook.

## Bridge Road Crossing

It is **compulsory** for all people crossing Paddockhurst Road between school and the playing fields, on foot, to use the footbridge.

## Car Parking

Car parking is available at the main pitches, Austin Pavilion, Abbey Car Park and the Front Quad (main reception). **Please do not park in any areas with double yellow lines as this restricts access for emergency vehicles.**

## Match Day Catering

- Refreshments are available for parents and visitors before matches at the various pitch locations and for parents and visitors after matches in the **Whitehead** room.
- Teams will usually have match tea in the **Refectory**. Pupils change into school uniform for match tea. All players are expected to attend match tea.

## Appendix 1

### Worth School Sport Selection Policy

To represent the school in sport pupils must fulfil the following criteria. Criteria for selection has been split into four sections – Technical, Non-Technical, Desirable Qualities and Special Circumstances. **Every** pupil that plays sport at Worth School is assessed according to this criterion for the purposes of fairness and parity.

#### Selection Criteria

##### 1) Technical – In order to represent the school a pupil should:

- a) Demonstrate a skill level that contributes positively to the performance of a team in his/her year group.
- b) Be able to carry out tactics set by the coach effectively.

OR

- c) Show potential which can be developed throughout his/her school career.

##### 2) Non-Technical – In order to represent the school a pupil should:

- a) Demonstrate a positive attitude towards training at **all** times.
- b) Attend **all** training sessions – unless “Off Games” or given “Special Leave”.
- c) Be able to communicate positively with both team mates and coaching staff.

##### 3) Desirable Qualities – Pupils at Worth School should be striving to:

- a) Demonstrate leadership skills – relaying messages to teammates, leading warm-ups, and demonstrating – during games sessions and matches
- b) Take ownership and responsibility for learning within games sessions i.e. develop opinions about set plays and playing principles in order to increase knowledge and understanding of the game.
- c) Engage in technical and tactical conversation with both coaches and teammates

4) Special Circumstances – A pupil **may**\* be selected to play in teams above their age group **only** if:

- a) He/she demonstrates a skill level that can contribute positively to the performance of the more advanced team he/she is stepping into.
- b) He/she can carry out tactics set by the coach of the more advanced team effectively.
- c) He/she can cope with the physical demands of competing against older opponents.
- d) There is no-one in the older year group that can contribute positively to the performance of the team in the same way as the identified younger player.
- e) Compliance with National Governing Body regulations is satisfied.

Please note that movement of players would be as a result of close consultation between the coach of his/her current team, the coach of the team he/she is moving into and the Director of the individual sport.

## Appendix 2

### Spectator Code of Conduct

As a spectator watching an event that is conducted or sanctioned by Worth School, you must meet the following requirements with regard to your conduct.

1. Spectators are an important part of the game and shall at all times conform to accepted standards of good sportsmanship and behaviour.
2. Spectators shall at all times respect officials, coaches and players and extend all courtesies to them.
3. Spectators are there to support and not to coach. Please leave the coaching to the coaches.
4. Lead by example and respect all players, coaches, umpires and fellow spectators – physical or verbal abuse will not be tolerated.
5. Respect the umpires' decision. Do not abuse, threaten or intimidate an umpire or match official and do not show dissension, displeasure or disapproval towards an umpire or match official's decision in an abusive or unreasonable fashion.
6. Support skilled performances and show respect for opposition teams and players.
7. Display appropriate social behaviour by not using profane, demeaning or derogatory language, or harassing players, coaches, officials or other spectators.
8. Leave the spectator area tidy and free from litter.
9. Do not ridicule mistakes or losses – supporters are there to support.
10. Acknowledge all volunteers who are giving up their valuable time to enable the conduct of competition.
11. Respect the rights, dignity and worth of every person regardless of their gender, ability, cultural background or religion.

## Appendix 3

### Dietary Supplements Policy

In order for the pupils at Worth to achieve a healthy lifestyle they should try and achieve a balanced diet where whole foods form the basis of their diet. The food provided by the Worth Catering Department ensures a well-balanced diet is provided throughout the week. The pupils are involved in an active sports programme and some will be involved in representative sport in addition. We encourage the pupils to train hard whilst maintaining a varied, balanced and healthy whole food diet in order to gain the adequate nutrients to maximise the benefit of their training.

#### **We promote the following principles for training:**

1. Always have a water bottle with you at training.
2. Get at least 8 hours sleep.....more after hard sessions.
3. Stretch at least 2 to 3 times a week.
4. Always eat 3 main meals per day & 2 small meals in-between.
5. Breakfast is CRUCIAL.
6. Eat plenty of white meat (chicken) and fish.
7. Eat plenty of colourful vegetables and salad.
8. Eat plenty of pasta, potatoes and rice.
9. Ensure you time your meals around training sessions – eat both before and immediately after.

On occasion, an elite representative sportsperson may be advised they require a dietary supplement by a coach from a National Governing Body (NGB). Worth works closely with NGBs where our pupils are involved in training programmes issued by them. Whilst the school is happy to offer advice on the effects of supplements, such as Whey Protein, we will not recommend or supply any form of dietary supplement to our pupils. If parents choose, after taking advice, to allow their child to take supplements as part of their training regime then the parents must provide the supplement, assume full responsibility for its use and inform the school medical centre and the pupil's Housemaster/Housemistress what supplement is being used. This enables an accurate list of pupils who are using parentally approved supplements, with parental responsibility, to be held by the school.

Therefore, Worth School’s position regarding supplements is as follows:

- **If the pupils consistently follow the above principles, they will not need to take any form of dietary supplement.**
- Worth staff may advise on the effects of dietary supplements to allow parents to make an informed choice (additional advice from a GP is also recommended).
- **Worth staff will not recommend the use of, or supply, any form of dietary supplement.**
- If any pupils that are not on the approved list described above are found with supplements by House staff, pupils can expect them to be confiscated and returned to their parents.

At Worth we are dedicated to the safety of our pupils and we wish to highlight that there is a risk to health if dietary supplements are taken without suitable guidance. Any pupil or parent wishing to discuss this policy should contact the Director of Sport.



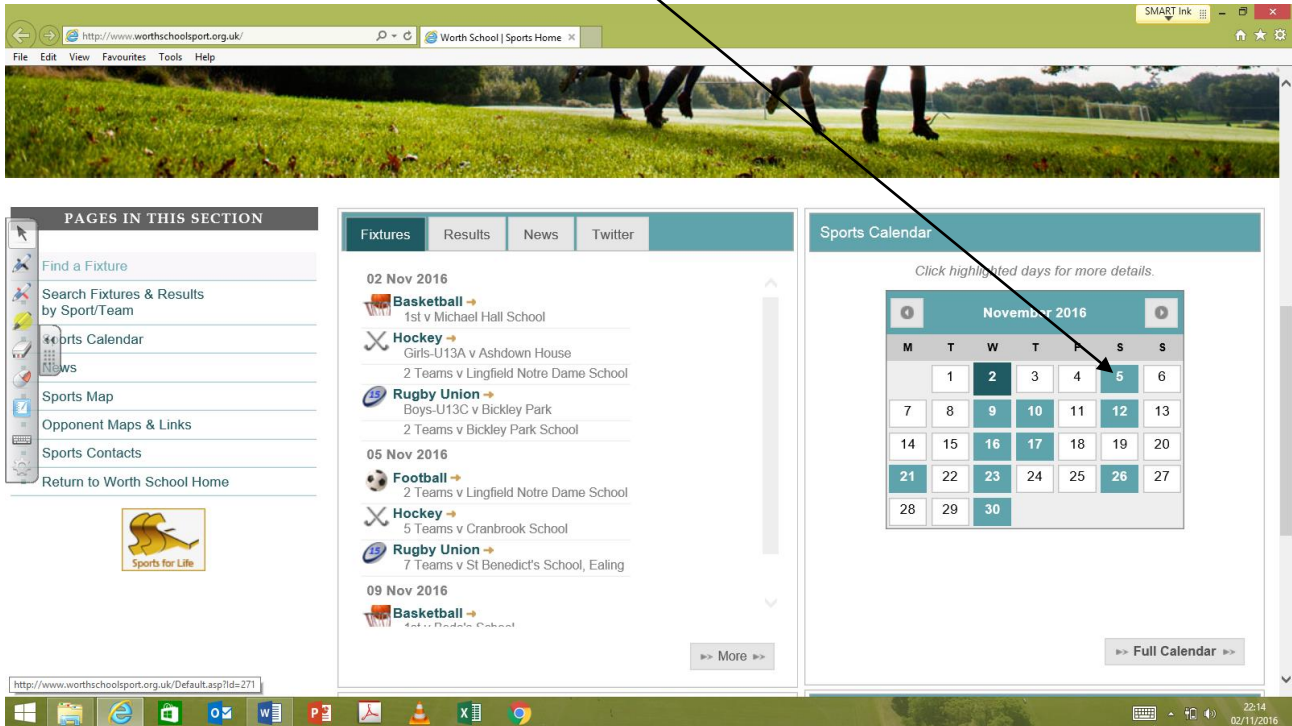
## Appendix 4

### How to find if your child is involved in a fixture.

Go to [www.worthschoolsport.org.uk](http://www.worthschoolsport.org.uk)

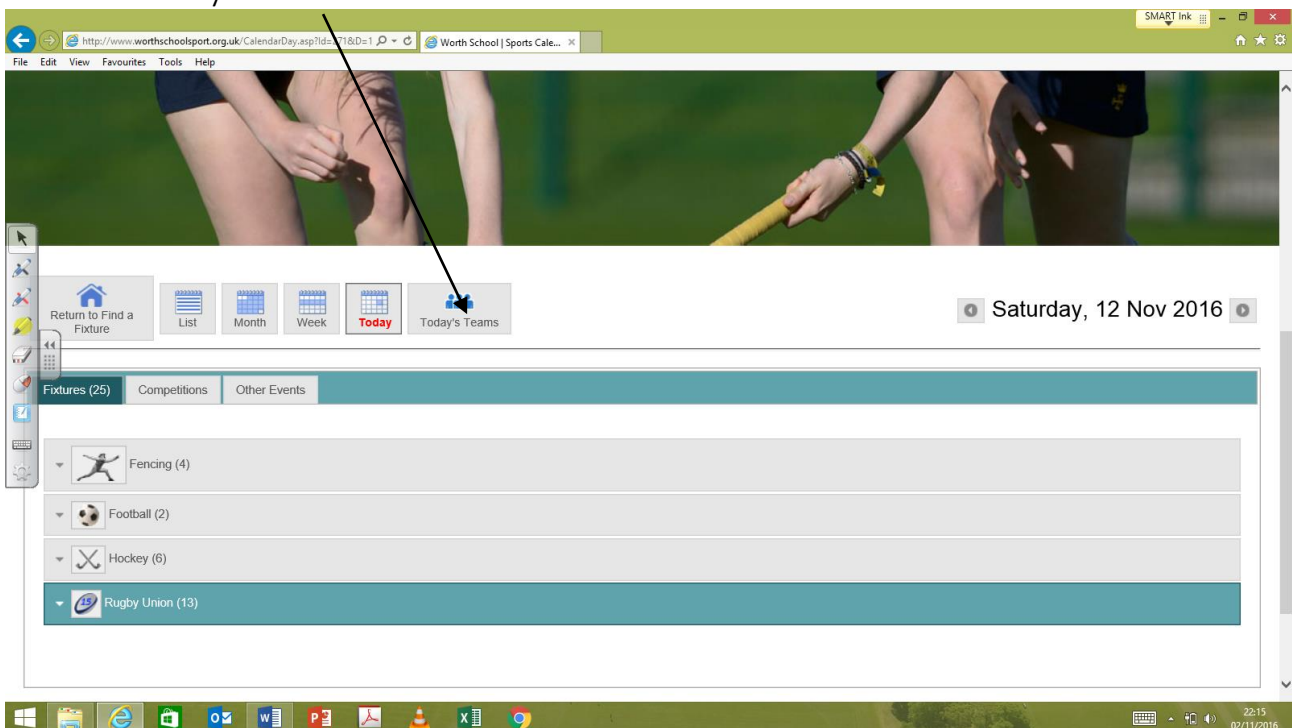
There are two ways to view team section:

1. Click on the date on the calendar



The screenshot shows the website interface with a navigation menu on the left and a main content area. The 'Sports Calendar' section displays a calendar for November 2016. The date '5' is highlighted in blue, and an arrow points to it from the text above. Below the calendar, a list of fixtures is shown for the dates 02 Nov 2016, 05 Nov 2016, and 09 Nov 2016, including events for Basketball, Hockey, and Rugby Union.

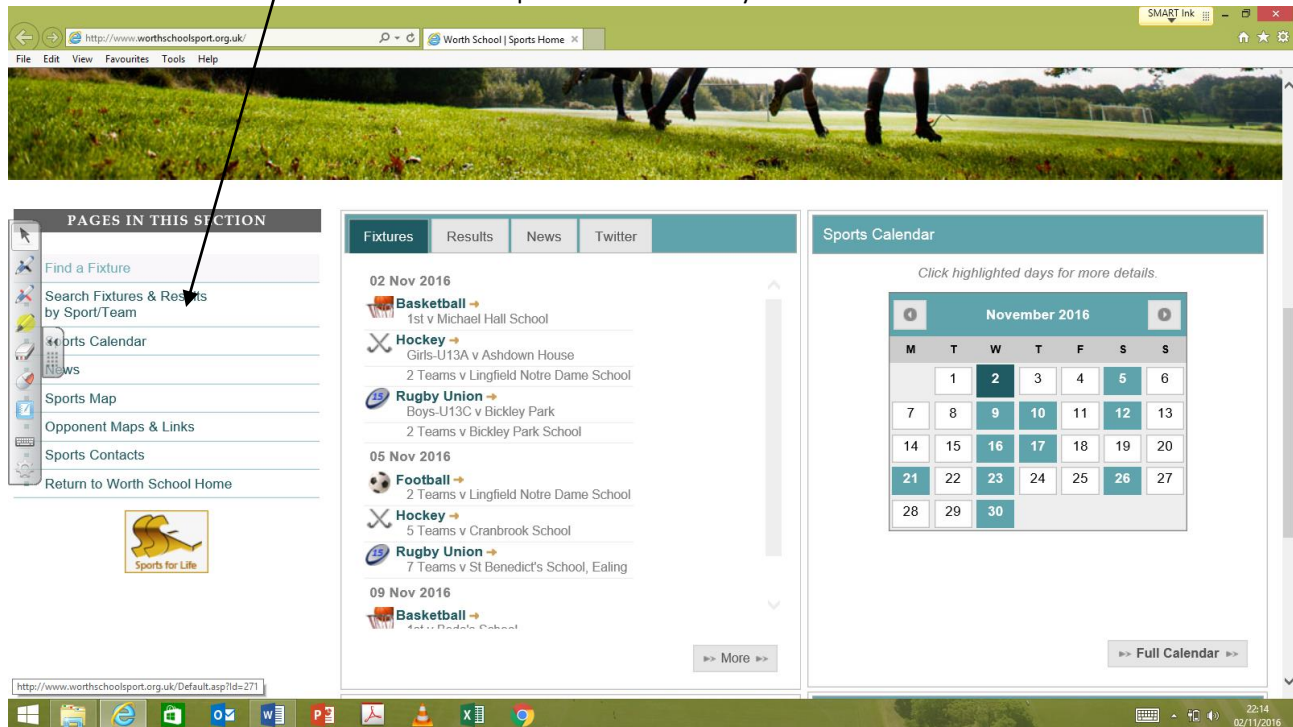
Click on 'today's teams'



The screenshot shows the 'Today's Teams' page. The navigation bar at the top includes buttons for 'Return to Find a Fixture', 'List', 'Month', 'Week', 'Today', and 'Today's Teams'. The 'Today's Teams' button is highlighted with a blue arrow. Below the navigation bar, the page displays a list of fixtures for the current date, categorized by sport: Fencing (4), Football (2), Hockey (6), and Rugby Union (13).

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2. Click on this tab, and select the sport and team you are interested in.



The screenshot shows the website interface for Worth Schools Sport. On the left, a navigation menu titled "PAGES IN THIS SECTION" includes links for "Find a Fixture", "Search Fixtures & Results by Sport/Team", "Sports Calendar", "NEWS", "Sports Map", "Opponent Maps & Links", "Sports Contacts", and "Return to Worth School Home". A black arrow points from the text above to the "Search Fixtures & Results by Sport/Team" link. The main content area is divided into two columns. The left column, titled "Fixtures", lists matches for 02 Nov 2016 (Basketball, Hockey, Rugby Union) and 05 Nov 2016 (Football, Hockey, Rugby Union). The right column, titled "Sports Calendar", shows a calendar for November 2016 with highlighted dates (2, 3, 4, 5, 9, 10, 11, 12, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30) and a "Full Calendar" link.

Please note that we will be adding a security layer to the viewing of team sheets and team sheets will be password protected. Parents will be sent the password in due course and should not share this password with anyone outside of the Worth community.

## Appendix 5

### Head Injuries and Concussion

#### **What is a concussion?**

A concussion is a temporary injury to the brain that cannot be seen on routine x-rays or scans. It affects the way a person may think and remember things for a short time, and can cause a variety of symptoms.

#### **What causes a concussion?**

Any blow to the head, face or neck, or a blow to the body which causes a sudden jarring of the head may cause a concussion. **However, not every knock to the head results in concussion.**

#### **What are the symptoms and signs of concussion?**

**A player does not need to be knocked out (lose consciousness) to have had a concussion.**

#### **Thinking problems that the player may experience:**

- Does not know time, date, place, period of game, opposing team, or the score in the game (Pocket SCAT 2 Questions)
- General confusion
- Cannot remember things that happened before and/or after the injury
- Seems slow to answer questions or follow directions
- Seems easily distracted
- Not playing as well as expected
- A blank stare/glassy eyed, “the lights are on but nobody is at home”

#### **Things that the player may complain of or you see:**

- Knocked out
- Headache
- Dizziness
- Feel dazed, “dinged” or stunned;
- Loss of vision, seeing double or blurred, seeing stars or flashing lights
- Ringing in the ears
- Sleepiness
- Stomach ache, stomach pain, nausea, vomiting
- Poor coordination or balance, staggering around or unsteady on feet
- Slurred speech
- Poor concentration

- Strange or inappropriate emotions (i.e. laughing, crying, getting angry easily)
- Feeling generally unwell

### How is a concussion treated?

Concussion symptoms are made worse by exertion, both physical and mental. The most important treatment for a concussion is **REST**:

- The player should not exercise or do any activities that may make them worse, like driving a car, reading, working on the computer or playing video games.
- If mental activities (e.g.: reading, concentrating, using the computer) worsen their symptoms, they may have to stay home from work, college or school.
- If they go back to activities before they are completely better, they are more likely to get worse, and to have symptoms last longer.

Once they are recovered, and **cleared to do so by a doctor** they can start a step-wise increase in activities. If possible, they should be seen by a doctor with experience in treating concussions.

### Can it be anything more serious?

Anyone who gets a head injury should be seen by a doctor as soon as possible to have a diagnosis made. The doctor will usually give instructions to them to go back to them or go to hospital IMMEDIATELY if they have worsening of symptoms such as:

- Drowsiness when normally awake or cannot be awoken
- A headache that is getting worse
- Weakness, numbness or decreases in coordination and balance
- Repeated vomiting or prolonged nausea
- Slurred speech, difficulty speaking or understanding
- Increasing confusion, restlessness or agitation
- Loss of consciousness
- Convulsions
- Clear fluid coming out of ears or nose
- Deafness in one or both ears
- Problems with eyesight

### When can a concussed player return to sport?

It is very important that the player does not go back to rugby or any other sport, if they have any concussion symptoms or signs. Return to sport and activity must follow a step-wise Graduated Return to Play (GRTP) [as advised by guidelines from the governing body of the particular sport.](#)

### How long will it take to get better?

The signs and symptoms of a concussion often last for 7-10 days in adults but may last much longer, especially in younger players and children. In some cases, players may take many weeks or months to recover. Having had previous concussions may increase the chance that the person may take longer to recover.

### Treatment of Head Injury at Worth.

In the event of a head injury during sport or PE at Worth, the pupil is removed from 'play' and assessed by a medical professional or a qualified First Aider using the methods described above (SCAT test). If a concussion is suspected the following procedure is implemented:

- The player does not return to play that day.
- The player is not left alone.
- On return to school the player is taken to the Medical Centre for further assessment and referral to a GP.
- Parents and house staff are informed (if not already aware)
- Injury report forms completed and records filed.
- Medical protocols on return to play are strictly adhered to. Please note that, in the case of a concussion, this means **NO** physical activity for two weeks unless professional medical advice is received to the contrary. (see below)

### Head Injuries Identified Outside of School

It is procedure that, after every games session or match, the coach of the team will ask all players if they have had any injury or knock to the head.

If a pupil sustains a head injury outside of school, or declares a previously unnoticed and undeclared head injury after leaving school premises, the parents should seek advice from a GP or hospital as appropriate. It is **essential** that the school medical centre receive a **written** assessment and prescribed rest/treatment from the GP or hospital as soon as possible after the assessment to ensure the school can follow the correct return to play protocols for that player.