

# ASC Concussion Policy:

## Appendix D – ASC Removal From Sport Protocol

Approved by the ASC Board of Directors, July 20, 2026

The following outlines the process for immediate removal of an individual who is suspected of having sustained, or has sustained, a concussion during training, practices, competition or during another activity. Once removed, the individual is not permitted to return to ASC training or practice or to competition, except in accordance with the ASC Return-to-Sport Protocol.

The ASC Designated Person (Removal From Sport) shall be as follows:

- ASC training/practice session or event (in order of availability, and with assistance from a Board member if needed): Coach Coordinator, Head Coach, Off-Ice Instructor
- Competition: Competition Coach in Attendance

**The ASC Designated Person (Removal From Sport) will:**

### 1. Remove the Individual

- a) Immediately remove the individual from further training, practice or competition if the individual has sustained a concussion or is suspected of having sustained a concussion, regardless of whether the concussion or suspected concussion was sustained from an activity associated with the Ancaster Skating Club.

### 2. Call 9-1-1 if Emergency

- a) Call 9-1-1 if in their opinion, doing so is necessary (e.g., if there is an emergency and any red flag signs and/or symptoms appear)

### 3. Inform

- a) If the individual is under 18 years of age, inform their parent or guardian about the removal from further training, practice or competition
- b) Advise the individual, or the parent or guardian if the individual is under 18 years of age, that the individual is required to undergo a medical assessment by a physician or nurse practitioner and receive medical clearance before the individual will be permitted to return to training, practice or competition.

### 4. Provide Copy of Protocols

- a) Provide the individual, or if the individual is under 18 years of age, the individual's parent or guardian with the ASC Removal-from-Sport and Return-to-Sport Protocols and ASC Return to Skate Form (Appendices D, E & F) as soon as possible after the individual has been removed from further training, practice or competition. In addition, if the individual is a Participant in ASC StarSkate or Synchronized Skating programs, provide them with a copy of the Skate Canada Concussion Protocol (<https://skatecanada.ca/wp-content/uploads/2024/11/Concussion-Protocol.pdf>). Hardcopies are kept in the ASC Storage Shed and Rink A Dressing Room 1 Storage Room.

### 5. Record/Report the Incident

- a) Make a record (send an email to [info@ancasterskatingclub.ca](mailto:info@ancasterskatingclub.ca) with the message title "Incident Report – (Date)") of any incident where a skater has been removed from further training, practice or competition because they are suspected of having sustained a concussion regardless of whether the skater is later diagnosed with a concussion.
- b) Verbally report the incident to City rink staff and provide requested information and/or complete any forms that they provide.
- c) Complete a Skate Canada incident report (with a copy to Skate Ontario and ASC) in accordance with the Skate Canada Incidents of Injury Reporting and Management Policy and supporting procedure. NOTE: This final step will be carried out by the respective Program Coach Coordinator, if the preceding steps were carried out by the Head Coach or Off-Ice Instructor.