



Glenstal Abbey  
SCHOOL

# Protocol for the Management of Sports Injuries

**Version 1.0**

**June 2025**

Glenstal Abbey School, Murroe, County Limerick V94 HC84

Roll No: 64150F

## Document Version Control

Version	Date	Description
1.0	June 2025	New protocol

## Sports Injury Protocol

All sports activities and fixtures are risk-assessed for potential hazards relating to the specific physical and sporting activity and /or fixture.

- **Training:** All staff involved in sports activities (teachers and coaches) are trained in basic first aid and injury management. Staff must have a relevant and up to date First Aid training programme completed
- **Emergency Equipment:** Staff involved in sport must ensure they have ready access to first aid kits. First aid kits are available and distributed to coaches prior to individual fixtures commencing. Emergency contact information is readily available via the school's data management system

### 1. Immediate Response

- **Injury Occurs:** A student sustains an injury during a sports activity including at sports fixtures.
- **Initial Assessment:** A qualified staff member (e.g., physiotherapist, coach, teacher) assesses the injury.
  - **Minor Injury:** The supervising staff member should apply first aid principles / treatment. Contact school Health Centre staff and, if required, transporting the injured party to the H/C.
  - **Serious Injury:** Medical assistance should be sought as necessary. This should include contacting school Health Centre staff. Call emergency services and ensure the student is not moved unnecessarily

### 2. Notification of School Health Centre

- **Inform Health Centre:** Provide the school Health Centre with details of the injury and assessment findings, using the assigned form, as soon as possible following the conclusion of the sports event. If possible, student should be presented to H/C for assessment
- **Documentation:** The H/C ensures there is a follow up with the injured student and parent where appropriate. H/C records all information in the school's health records for future reference and monitoring. This includes communication to relevant key staff

### 3. Parent/Guardian Notification

- **Contact Parents/Guardians:** Inform the student's parents or guardians about the injury, treatment provided, and any necessary follow-up actions.

- **Immediate Notification:** For serious injuries, the teacher / lead coach contacts parents immediately
- **Written / Verbal Communication:** For minor injuries, information should be passed to parent/guardian by the Health Centre for notification via phone or email.

#### 4. A&E, Small Injury Unit and/or Chartered Physiotherapist Involvement

- **Referral:** The Health Centre staff will treat injuries as appropriate according to the established first aid procedures. If, following the undertaking of an assessment by the staff of the H/C or, where applicable, a Chartered Physiotherapist, it is deemed further diagnosis is required to ascertain the severity of an injury, the student should be referred for review at an acute injuries unit or an emergency department as appropriate. This should be done in conjunction with communication with parents / guardians.
- **Treatment:** If a student requires physiotherapy treatment and rehabilitation then either an appointment can be scheduled for the rugby physiotherapy clinics, if applicable, or with an external private practice. Communication with parents / guardians and relevant staff is needed throughout. Any additional treatment sessions will be subject to a charge

#### 5. Follow-Up Treatment

- **Ongoing Care:** The school will monitor the student's progress through check ups via the Health Centre. If physiotherapy sessions are required, treatment can be via the school's rugby physiotherapy clinic and/or private clinic. Any additional arranged sessions must be done so in accordance with parents / guardians and will be subject to a charge to the students account. Communication between H/C and Physiotherapist required for updates. Communication between Physio and parent / guardian is required during long term rehabilitation.
- **Reassessment:** Adjust the treatment plan as needed based on recovery.
- **Return to Activity:** Ensure the student meets the required criteria before returning to sports activities

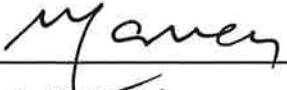
#### 6. Record Keeping and Reporting

- **Maintain Records:** The Health Centre will keep detailed records of the injury, treatment provided, and communications with parents.
- **Review and Update Policy:** The BOM will review and update the injury management policy to ensure its effectiveness on an annual basis

## 7. Review and Evaluation

The protocol will be reviewed every year by the Board of Management. This protocol was adopted by the Board of Management on 3 June 2025.

Signed:   
Chairperson of Board of Management

Signed:   
Headmaster/Principal

Date: 3<sup>rd</sup> June 2025

Date: 3<sup>rd</sup> June 2025

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## **Appendix**

### **Chartered Physiotherapy**

- The school will seek to provide a Chartered Physiotherapist for inter-school rugby matches where possible. This service covers pre-match prehabilitation and strapping, on-pitch and pitch-side assessment and treatment and immediate post-match diagnosis and care.
- Any further treatment and rehabilitation that is required following an injury, the cost is billed to the student account.
- If the school's Lead Physiotherapist is not present at any match, the replacement Chartered Physiotherapist must complete the sports injuries reporting process including debrief to coaches in attendance and also completion of injury notification form in relation to any injuries sustained during the match being covered.
- It is the responsibility of the Physiotherapist to ensure that the Lead Coach and/or coaching group of the respective team is made aware of any injuries sustained during the game.

### **Concussion**

The school currently follows the IRFU concussion guidelines and the Graduated Return to Play protocols stated within it

### **Parental / Guardian Independence**

If at any stage a parent / guardian receives advice on treatment and rehabilitation from an external medical professional on an injury, the school will adhere to the wishes of the parent / guardian following open communication between the relevant parties, including the school's H/C and medical support staff

### **Medical Costs and Insurance**

If a serious injury is sustained during a school sport activity, the school insurance will cover certain costs pertaining to assessment and treatment. Full details of insurance cover can be obtained from the Finance Department.

