

Concussion Protocol

Effective October 2026 · Applies to every Apex program, class, party and event · Reviewed every year

Gymnastics, ninja, cheer and dance involve falls, flips and height, so a head injury can happen. Apex Gymnastics, LLC ("Apex") follows Wisconsin's concussion law for youth athletic activities (Wis. Stat. § 118.293) in its competitive program, and uses the same removal and return steps, based on the CDC "HEADS UP" guidance, in **every** program. The rule that guides everything below: **when in doubt, sit them out.**

1. Education

- Every coach receives this protocol and follows it.
- **Team athletes:** each season, the athlete and a parent or guardian sign and return the Concussion Information Acknowledgment (attached) before the athlete practices or competes, as Wisconsin law requires. This protocol serves as the concussion and head injury information sheet.
- This protocol is available to every Apex family on request.

2. Recognize

A concussion can come from a fall onto the head or neck, a fall from bars or beam, a collision, or a hard landing that whips the head. Athletes do not need to lose consciousness to have a concussion.

Signs staff may see	Symptoms the athlete may report
• Looks dazed or stunned • Confused about instructions or the skill • Moves clumsily or loses balance • Answers questions slowly • Loses consciousness, even briefly • Mood, behavior or personality changes • Cannot remember what happened before or after the fall	• Headache or "pressure" in the head • Nausea or vomiting • Dizziness or balance problems • Double or blurry vision • Bothered by light or noise • Feeling sluggish, foggy or groggy • Confusion, trouble concentrating, or "just not feeling right"

3. Remove

- Any athlete who shows any sign or symptom is **removed from all activity at once** and does not return that day, even if they feel better.
- A coach stays with the athlete, keeps them seated and calm, and never leaves them alone.
- If a neck injury is possible, do not move the athlete. Call 911.

Call 911 if the athlete has any of these danger signs: loses consciousness · one pupil larger than the other · very drowsy or cannot be woken · headache that gets worse · repeated vomiting · seizure · slurred speech · weakness, numbness or poor coordination · growing confusion, restlessness or agitation · neck pain.

4. Notify

- The coach calls the parent or guardian right away, explains what happened, and tells them the athlete should see a health care provider.
- The athlete is released only to a parent, guardian or adult the parent has named.
- The coach writes an incident report the same day and gives it to the Owner. The Owner notifies Apex's insurer when required.

5. Return to the gym

The athlete may not return to **any** Apex activity until a licensed health care provider has evaluated them and given **written clearance**. Apex keeps a copy on file. After clearance, the athlete returns in steps. Each step lasts at least 24 hours. If symptoms come back at any step, the athlete stops, rests, and goes back to the previous step once symptoms are gone.

Step	Activity	At Apex
1	Normal daily activities	Back to school and normal life with no symptoms. No gym activity.
2	Light aerobic activity	Walking, light jogging or stationary bike. No tumbling, inverting or spinning.
3	Moderate activity	Running, light conditioning and stretching. No inverting, flipping or spinning.
4	Heavy non-contact activity	Basic skills at low height on the floor. No skills with a risk of landing on the head.
5	Full practice	All skills, including flips, inversions, bars, beam and vault.
6	Competition	Meets and performances.

6. Records

Apex keeps the signed acknowledgments, incident reports and clearance letters on file.

Alex Gold, Owner, Apex Gymnastics, LLC

Date

Concussion Information Acknowledgment

Team athletes · Signed every season, before the athlete practices or competes

We have received and read the Apex Concussion Protocol. We understand that:

- A concussion is a brain injury, and it can happen without losing consciousness.
- The athlete must tell a coach right away about any hit to the head or any symptom.
- An athlete who may have a concussion is removed from activity at once and may not return the same day.
- The athlete may not return to any Apex activity without written clearance from a licensed health care provider.

_____ Athlete name	_____ Athlete signature	_____ Date
_____ Parent or guardian name	_____ Parent or guardian signature	_____ Date