<table>
<thead>
<tr>
<th>Stage</th>
<th>Goals/Key Ideas</th>
<th>Teacher’s Actions</th>
<th>Student’s Actions</th>
</tr>
</thead>
</table>
| I     | Complete rest  | • Contacted by school nurse  
       |                 | • Explanation of injury and current plan of care | • Out of school  
       |                 |                                               | • Strict limits for use of computer, cell phone, texting, video games  
       |                 |                                               | • No Physical/Sports Activity |
| II    | Significant deficits in processing and concentration. Cognitive activity as tolerated. | Develop lists of three categories for all assignments:  
       |                 | 1. Excused: Not to be made up.  
       |                 | 2. Accountable: Responsible for content, not process. May be notes or work shared by a classmate, or may be covered in a review sheet.  
       |                 | 3. Responsible: Must be completed by student and will be graded. | • In school as tolerated  
       |                 |                                               | • When present, observing not participating. Get copies of notes, handouts, etc.  
       |                 |                                               | • Communicate with teachers about progress/challenges.  
       |                 |                                               | • Be patient with slow recovery, just do your best.  
       |                 |                                               | • No Physical/Sports Activity |
| III   | Gradual increase of time and energy, slowly resuming full workload | • Prioritize assignments with student, both make-up work and new work.  
       |                 | • Continue to use lists with the three categories for assignments until all work is completed, and assist with setting a timeline for completion of assignments. | • Communicate with teachers on your progress with assignments. Communicate with teachers and parents on the pace of resuming a full workload and completing make-up work.  
       |                 |                                               | • No Physical/Sports Activity |
| IV    | Complete resumption of normal activities | • Monitor completion of assignments.  
       |                 | • Communicate with parents and staff as to when student is caught up with assignments and working at the same pace as their classmates.  
       |                 | • Communicate with Guidance Office as grades are updated | • Resume all normal activities.  
       |                 |                                               | • Progress with athletic trainer – supervision resumption of participation in athletics. |