

# Palma Ceia Little League Safety Plan

Tampa, Florida  
League I.D. # 0309-06-11



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**PCLL Safety Officer**

**9 March 2017**

<http://www.pcll.org>

# Table of Contents

ASAP Requirements	3
Safety Improvements	7
Preface	9
BOD	10
PCLL Spring Safety Calendar	11
911 Emergency Reporting Guidelines	12
PCLL Medical Map	13
PCLL Parking	14
Accident Reporting	15
Codes and Rules	16
Background checks	20
Pre-Season clinics	21
Injury prevention	22
Concussion	25
Weather Preparation	27
Lightning Safety	28
Emergency Action Plan	29
Bats and Bat Safety	30
Pitcher Safety	34
First Aid Kits	39
AED	40
First Aid Do's And Don'ts	42
Communicable Disease	43
Bicycle Safety	44
Facilities	45
Playing up	47
LL Insurgence	48
District 6 Requirements	50
Managers	51
Field / Parking Lots	53
BMOD Schedule	54
LL Accident form	57
Game and Practice Ratio	59
Weekly Schedule	61
Volunteer Application	62
Facility Survey for 2017	63
Reporting Procedures	70
Lanyard / Background Checked Individuals (2017)	71
<b>2017 Qualified Safety Program Registration Form</b>	<b>73</b>

## **ASAP Requirements and Status**

### ✓ **Requirement 1**

Have an active Safety Officer on file with Little League International. This position needs to be a dedicated person. Update your Little League through either:

- The Little League Data Center
- Or return the League Officer Change Form to Little League, fax to (570) 322-2376

### ✓ **Requirement 2**

- PUBLISH and distribute a paper copy of the applicable safety manual to all appropriate and applicable volunteers.
- Print and distribute the safety plan to all staff: concession manual to concession workers, equipment policies to facilities crew, first aid to managers and coaches, etc. Keep copies in common areas for all volunteers.
- While safety plans may be posted on the internet, individuals must be provided with printed copies to carry with them to the areas where their duties are performed. Keep a complete copy for your league. Send a copy to your District Administrator or District Safety Officer. Little League International does not keep copies for leagues' future use.
- Talk Safety (Article on Importance of raising safety awareness)
- Add to Safety Plan Annually

### ✓ **Requirement 3**

- Post and distribute emergency and key officials' phone numbers.
- Include league president and safety officer, consider head umpire, board members.
- Include emergency procedures for handling injuries and who to contact to track/report them.
- Include emergency phone numbers for ambulance, police, fire department, etc.
- Emergency Plan (Examples for emergency contact phone list, site map and emergency procedures)

### ✓ **Requirement 4**

- Use the Little League official Volunteer Application Form and check for sexual abuse.
- Managers, coaches, board members and any others, volunteers or hired workers, who provide regular services to the league and/or have repetitive access to or contact with players or teams must fill out an application form as well as provide a government-issued photo identification card for ID verification. Check name spellings and numbers for accuracy.
- Important: Anyone refusing to fill out the Volunteer Application is ineligible to be even a league member.
- League president must retain these confidential forms for the year of service.

- Volunteer Badges (Example of way to make sure volunteers have been checked)

✓ **Requirement 5**

- Provide and require fundamentals training, with at least one coach or manager from each team attending (fundamentals including hitting, sliding, fielding, pitching, etc.).
- Document the date, location, and who is required to attend as well as who did attend. Intent is to provide training to ALL coaches and managers; a minimum of one participant per team must attend training annually.
- Training qualifies a volunteer for 3 years; but one team representative is still required each year to attend the training.
  - ✓ Training should be modified annually to meet the local needs of players and their facilities.
  - ✓ Techniques for conditioning
  - ✓ Techniques for stretching
  - ✓ Warm-Up Exercises
  - ✓ Learn-Teach Dangers of Over-Use
  - ✓ Weather it's Safe to Play
  - ✓ Curveballs-Catchers-Fatigue
  - ✓ Fundamentally Sound Ball
  - ✓ Avoid Collisions

✓ **Requirement 6**

- Require first-aid training for coaches and managers, with at least one coach or manager from each team attending.
- Due to their training and education, it is not necessary for licensed medical doctors, licensed registered nurses, licensed practical nurses and paramedics to attend first aid training in order to meet requirement; however, it is recommended that leagues utilize these professionals from their league/community to present the training.
- Other individuals who attend various outside first aid training and courses are not exempt.
- Document the date, location, and who is required to attend as well as who did attend. Again, the intent is to provide training to ALL team coaches/managers; a minimum of one participant per team must attend training annually.
- Training qualifies volunteer for 3 years, but one team representative still needed each year.

✓ **Requirement 7**

- Require coaches/umpires to walk fields for hazards before use.
- Recommend leagues use form to track and document any facility issues needing to be fixed.
- Specify who is responsible for doing this — home coach, visitors, umpire, or all?

✓ **Requirement 8**

- Complete the annual Little League Facility Survey
- As a requirement each year, it can help leagues find and correct facility concerns.
- Available online from web site - <http://facilitysurvey.musco.com> or email [asap@musco.com](mailto:asap@musco.com)

✓ **Requirement 9**

Have written safety procedures for concession stand; concession manager trained in safe food handling/prep and procedures. Training should also cover safe use, care and inspection of equipment.

✓ **Requirement 10**

- Require regular inspection and replacement of equipment.
- Coaches and umpires inspect equipment before each use by players.
- Don't just discard bad equipment: destroy it or make it unusable to stop children from attempting to "save it" from waste.

✓ **Requirement 11**

- Implement prompt accident reporting and tracking procedures.
- Requiring accident forms be filed with safety officer within 24-48 hours of an incident is common.
- Track "near-misses" as a proactive tool to evaluate practices and avoid future injuries. Share information on accidents and "near-misses" with District staff.

✓ **Requirement 12**

Require a first-aid kit at each game and practice. Many leagues have a complex, but each team needs some form of first-aid kit for off-site practices or travel/tournament games.

✓ **Requirement 13**

- Enforce Little League rules including proper equipment.
- Most Little League rules have some basis in safety — follow them.
- Ensure players have required equipment at all times, even catchers warming up during infield.
- Make sure coaches and managers enforce rules at practices as well as games.
- Remind managers, coaches they are not allowed to catch pitchers (Rule 3.09); this includes standing at backstop during practice as informal catcher for batting practice.

- ✓ Coaches Code of Conduct (Reminder of general rules and standards that coaches are expected to adhere to)
- ✓ Don't Swing (Poster reminding players to leave bats down until up to plate)

- ✓ Lightning Safety Flyer (NOAA flyer on lightning facts, safety)
- ✓ Mower Safety (Poster for equipment sheds, etc.)
- ✓ Players Catch (Reminder on rule against warming up pitchers)
- ✓ Safety Code (General reminder of conduct rules for players and adults)
- ✓ Volunteer Code of Conduct (Volunteer Code of Conduct for coaches to sign)
- ✓ Protect Volunteers

✓ **Requirement 14**

League Player Registration Data or Player Roster Data, Coach and Manager Data

- This data must be submitted via the Little League Data Center
- Mandatory requirement for an approved ASAP plan.

✓ **Requirement 15**

Qualified Safety Plan Registration Form

# Safety Improvements

## 2016-2017 Improvements

- AED batteries replaced and unit tested; new safety kits placed at all scorers' tables
- All coaches attend AED training in addition to CPR and concussion. The AED is located in the coaches closet in the clubhouse for ease of accessibility
- All volunteers must submit a volunteer application giving permission for the league to run a criminal and sexual background check. Coaches and managers must complete CPR, first aid, and concussion training every two years. This is also required of board members, as a board member is on duty during park hours in the event of an emergency.
- Updated the bat inspection program
- Repaired batting cages
- Added a coaching resource section to the website including tips, drills, and safety bulletins
- Updated lightning policy
- Multi-weekly announcement to parents, coaches and volunteers addressing safety and operational considerations (increased awareness and communication)
- Electronic notification system expanded to texts in addition to e-mails
- All coaches are required to attend a Positive Coaching Alliance workshop, to coincide with the climate/culture we are promoting at Palma Ceia. Additionally, external professional coaches from area colleges and high schools conduct clinics with focus on proper practice and game planning, conditioning, arm health, and overall safety.
- We held 2 one-hour training sessions for all Coaches and volunteers that will prep fields prior to or after games. We taught more than 150 volunteers how to use the equipment, where it is located what to do if certain things or issues arise, and proper field prep techniques. We also instructed each Manager and coach on our weekly Field Maintenance routine.
- Attached is a schedule of the weekly duties as well as steps involved. I also attached a process manual for maintaining fields and why we do things.
- Increased player agent involvement to ensure the right players are playing in the right divisions for their ability, size and maturity level
- All managers, coaches and volunteers must wear an ID card and lanyard while on the PCLL premises. They receive these cards only after field maintenance training, Positive Coaching Alliance Training, participation in a clinic(s), and CPR/AED/concussion training. This policy goes for all volunteers, and not just one coach per team per year.
- Our coaches are required to strictly follow league mandated pitch counts and those pitch counts are reported (and recorded) to the league after each game.
- All external teams participating in PCLL lead tournaments receive a safety brief and a map to local trauma hospitals (Memorial and Tampa Bay are the closest)
- They are issued lanyards after training is completed and must wear their lanyard whenever they are on the field for games or practices.
- Implemented a blind draft methodology for team selection. All players are graded by the coaches and managers and receive an averaged numerical score. The players are drafted by a serpentine process based on their numerical rating, with pitchers and catchers cross-leveled for relative parity at the end of the process. Once it is determined that all the teams are equal, the managers pull a team from the hat. The manager will trade the closest numerical player for his/her son/daughter as the last step. The process enables relative equality between teams, and prevents the stacking of better players that

could cause safety issues with weaker players on weaker teams. The goal is a 50/50 season with all players playing equitably in infield and outfield positions.

- The player agent worked with the VP of Baseball to ensure that all baseball players are in the correct division based on age and skill. Age was the first factor when we determined which division a player should be in, but if we felt there was a safety issue, we made adjustments as necessary. We moved a few younger kids up a division if we thought that they hit or throw the ball with enough force to hurt another child in their current division. Inversely, we moved a kids down a division if we felt they could not protect themselves with their appropriate age division.
- Created a new t-ball practice field to prevent over saturation of existing two fields by younger players. Spreading teams out will decrease the likelihood of a safety incident.
- Hiring of a professional lawn cutting company to reduce volunteer injuries. This company also prepares mounds and resurfaces the infield dirt, ensuring safe playing conditions for our players
- Hanging of side fences to prevent foul balls from hitting the stands and bystanders.
- Inspected and replaced all first aid kits at each of the fields (two additional kits are held in the coaches closet)
- The Safety Officer is a dedicated Board position
- Covered fence tops to protect outfielders
- Double first base for softball
- Warning Track improvement / maintenance
- Low impact balls for younger ages
- Guard rails on bleachers
- Protective cups for all males in minor B and above; masks for girls' softball infielders and batting helmets

### **2017-2018 Planned Improvements**

- Offer advanced coaching clinics for managers and coaches
- Continue to refine/enforce the bat inspection program
- Establishment of a standalone safety board at the clubhouse
- Posting of LL posters throughout the park
- Implementation of safety codes of conduct for all volunteers
- Improved pre-game inspection of the fields (using the checklist)
- Full equipment inspection prior to the start of the Fall season
- Dissemination of the safety plan to all volunteers, coaches and managers (it will also be hung on the PCLL website in a more prominent area for ease of navigation)
- Submit our safety plan on line
- Add Safety Recommendation Box to league mailbox (vicinity of the clubhouse)
- Include Safety in budget / Distribute and post ASAP newsletters
- Use local safety resources (Tampa Police incentives)
- Complete annual Lighting Safety Audit; include in ASAP



## Preface

### **Introduction**

In 1995, Little League Incorporated introduced ASAP (A Safety Awareness Program) to create awareness, through education and information, to provide a safer environment for kids and all participants of Little League and with the goal of re-emphasizing the primary importance of safety to our local Little League Program. For the Palma Ceia Little League to be ASAP compliant, we must file an approved Safety Plan that meets certain criteria with Williamsport at the start of each season. All managers will receive a copy of the safety manual. Managers and coaches should follow this Safety Plan. A copy of the 2017 Safety Plan will be made available to all parents to view at each concession stand and on the leagues website.

### **The Role of the Little League Safety Officer**

The League Safety Officer is an elected Member of the Palma Ceia Little League Board of Directors. This person acts as the main contact for any and all safety issues and is responsible to review, change and communicate the League's Safety Plan each year. The plan is presented to the Board each year for approval. The Safety Plan along with the Qualified Safety Program Registration Form is then submitted to Williamsport and is on file with Little League Headquarters. The League President and Safety Officer have primary responsibility to insure the entire League complies with the Safety Plan. However, the entire Palma Ceia Little League Board of Directors shares the responsibility to promote the awareness and compliance as well. For the 2017 little league season, our safety officer is **Curtis W. Hubbard**. His phone numbers and email address is listed further in this manual. **Curtis** is the League's primary contact for any safety related issues and his name is on file in Williamsport. He will prepare hard copies of the Safety Plan for distribution to all applicable PCLL members and concessions workers.

### **Palma Ceia Little League Safety Plan Mission Statement**

The members of the Palma Ceia Little League are committed to providing a safe environment for our managers, coaches, and more importantly our players. The purpose of the Palma Ceia Little League Safety Plan is to introduce and enforce guidelines for a safe playing environment. This is achieved through educating and informing. Using a team approach of board members, managers, and parents' safety issues can be identified and corrected to prevent injuries. Palma Ceia Little League also commits itself to providing the necessary organizational structure and focus to develop such a plan.

# Palma Ceia Little league

## 2017 Board of Directors Contact Information

Palma Ceia Little League, Inc.

4501 S. Himes Avenue

Tampa, Florida 33611

Little League International ID#: 0309-06-11

EIN / Tax ID#: 91-1844337

Note: PCLL corrected its FEIN on record with the State of Florida in September 2012

Palma Ceia Little League files tax returns as a subordinate of Little League Baseball, Inc., a 501(c)(3) tax exempt entity. PCLL's tax return identity is determined by Little League Baseball and is "Little League Baseball, Inc. 309-06-11 Palma Ceia LL."

Florida Department of Revenue tax exempt organization certificate # 85-8014835408C-6 expires 5/31/2013

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SOFTBALL  
Scott Daigle

VICE PRESIDENT  
Alex Prieto

TREASURER  
Anita Camacho

SECRETARY  
Kim Meguiar

CONCESSION MANAGER  
Mike Chowning

LEAGUE INFORMATION OFFICER  
Damon Delise

REGISTRATION OFFICERS  
Tony Schuster

EQUIPMENT AND UNIFORMS  
AJ Medina/Scott Wise

SPONSORSHIP AND FUNDRAISING  
Eric Lund

RESIDENCY OFFICER  
Tim Capps

FIELD MANAGER  
Billy Clendenin

VOLUNTEER COORDINATOR  
Kim Meguiar

UMPIRE COORDINATOR  
Evan Batoff

LEAGUE SCHEDULER  
TBD

SAFETY OFFICER  
Curt Hubbard

COACHING COORDINATOR  
Geoff Vandal

**BASEBALL PROGRAM:**

VICE PRESIDENT OF BASEBALL

Mike Carideo

BASEBALL PLAYER AGENT  
Jake Thompson

**SOFTBALL PROGRAM:**

VICE PRESIDENT OF

Mike Szwajkowski

SOFTBALL PLAYER AGENT  
Dean Quinlan

# PCLL Spring 2017

(Mandatory events for coaches and managers in red)

- Registration: 7 Dec 16, and 7 Jan 17
- Call for managers release: 17 Dec 16
- Coaches field training (TBD): Recommended for February
  - Identify field czars
- Clinic Prep Week: 3-6 Jan 17
  - Identify division coordinators: 6 Jan
  - League message about timing/fields of clinics: 7 Jan
  - Division coordinators finalize clinic plans: 8 Jan
- Clinic Week: 9-12 Jan
  - Jr (1815) / Minor B (1800): Mon (9 Jan) on Jr and Field C
  - Int: Tues (10 Jan) on Jrs Field (1815)
  - SB Min C / CP: Tues (10 Jan) on SB Field (1800)
  - SB Min A: Tues (10 Jan) on SB Field (1900)
  - Majors: Wed (11 Jan) on Field C (1815)
  - Minor A: Thurs (12 Jan) on Field C (1800)
  - Min C / CP: Thurs (12 Jan) on TB Field (1730)
  - SB Min B: Thurs (12 Jan) on SB Field
  - SB Ma / Jrs: Thurs (12 Jan) on SB Field
  - Offset mgr interviews to account for clinics
- Manager Interviews (Intermediate): 12 Jan
- Registration cutoff: 14 Jan
- Approve Managers: 16 Jan at board meeting
  - Managers must have volunteer applications in
- T-ball clinic and parents PCA training: 19 Jan (1730)
- Begin BMOD responsibilities: 25 Jan (release 1 wk prior)
- Kids Gasparilla: 21 Jan / Adult Gasparilla: 28 Jan
- Dick's Sporting Goods days: 21-22 Jan
- Evaluation Week: 17-19 Jan
  - BB Intermediate evals: 18 Jan (Field A 1800)
  - BB Juniors evals: 17 Jan (Jr Field 1745 / 1900)
  - BB Minor B evals: 18 Jan (Field D 1745 / 1845)
  - SB Min A evals: 19 Jan (SB Field 1800)
  - BB MAJ evals: 19 Jan (1800)
  - BB Min A evals: 17 Jan (Field C 1800 / 1915)
  - SB MAJ/Jr evals: 19 Jan (SB Field 1915)
  - SB Min B Evals: 17 Jan (SB Field 1800)
- Super Bowl: 5 Feb
- CPR: 25 and 31 Jan, 6 and 8 Feb
- Drafts: 22 Jan (Top down: Sr/Jr/Int/A/B/C; TB/CP final selection)
- Team Release: 23 Jan (Mon)
- Practices Start: 25 Jan (Wed)
- Positive Coaching Alliance (mandatory): 26 Jan (park is closed)
- Field Day 1: 4 Feb
- Coordinator's Meeting: 2 Feb
- Game schedule released: 6 Feb
- Lanyard Distribution for all "on field" volunteers: (4, 7, 9, 14, 16 Feb)
- Games Start: 15 Feb (Wed after Valentine's Day)
- Opening day prep: 17 Feb
- Official Opening Day: 18 Feb
- Hillsborough County Spring Break: 13-17 Mar
- Picture Day: 15 Apr (22 April is the alternate)
- Grand Slam into Paradise Party: 22 April (TBD)
- End of season tournaments: 1-12 May
- 13 May: Season concludes to prepare for All-stars
- 26 May: Last day of school

## **911 Emergency Reporting Guidelines**

The most important help you can provide to a victim who is seriously injured is to call for professional medical assistance. All PCLL Board members, managers, coaches, parents, umpires and volunteers should use the following procedures for reporting emergencies: **Dial 9-1-1 FROM CLOSEST AVAILABLE PHONE**

(1) Know the location of the incident you are reporting and communicate that location clearly. If you are unsure of the location, be prepared to give a street name or a landmark that will help.

(2) Let the operator know your callback number in case you are disconnected. (3) Speak slowly and distinctly. (4) If you are asked to repeat, please do so. Reception quality is sometimes poor due to topographical or atmospheric conditions that interfere with your transmission. **2) Give the dispatcher the necessary information.** Answer any questions that he or she might ask.

Most dispatchers will ask:

- The exact location or address of the emergency.
- The telephone number from which the call is being made?
- The caller's name?
- What happened — i.e., a baseball-related accident, bicycle accident, fire, fall, etc.?
- How many people are involved?
- The condition of the injured person — i.e., unconscious, chest pains, or severe bleeding?
- What help is being given (first aid, CPR, etc.)?

4) Do not hang up until the dispatcher instructs you to hang up.

The dispatcher may be able to tell you how to best care for the victim.

5) Continue to care for the victim until professional help arrives.

6) Appoint someone to go to the street and look for the ambulance or fire engine and flag them down if necessary. In the event of a medical emergency on the playing field, please clear the field of all nonessential people. Players should go to their respective dugouts and remain there until the situation is cleared. There is to be absolutely no playing or practicing while an injured player is being attended to.

•**Florida Highway Patrol: 813-632-6859**

•**Health Department: 813-307-8000**

•**Hillsborough County Animal Safety & Enforcement: 813-744-5660**

•**Hillsborough County Emergency Management: 813-272-6900**

•**Hillsborough County Fire / Medical: 813-272-5665**

•**Hillsborough County Sheriff's Office: 813-247-8200**

•**Plant City Police: 813-757-9200**

•**Poison Information Center: 800-222-1222**

•**Tampa Fire Rescue: 813-232-6800**

•**Tampa International Airport Police: 813-870-8760**

•**Tampa Police: 813-231-6130**

•**Temple Terrace Police: 813-989-7110**



# Medical

**Memorial Hospital**

**Tampa General Hospital**



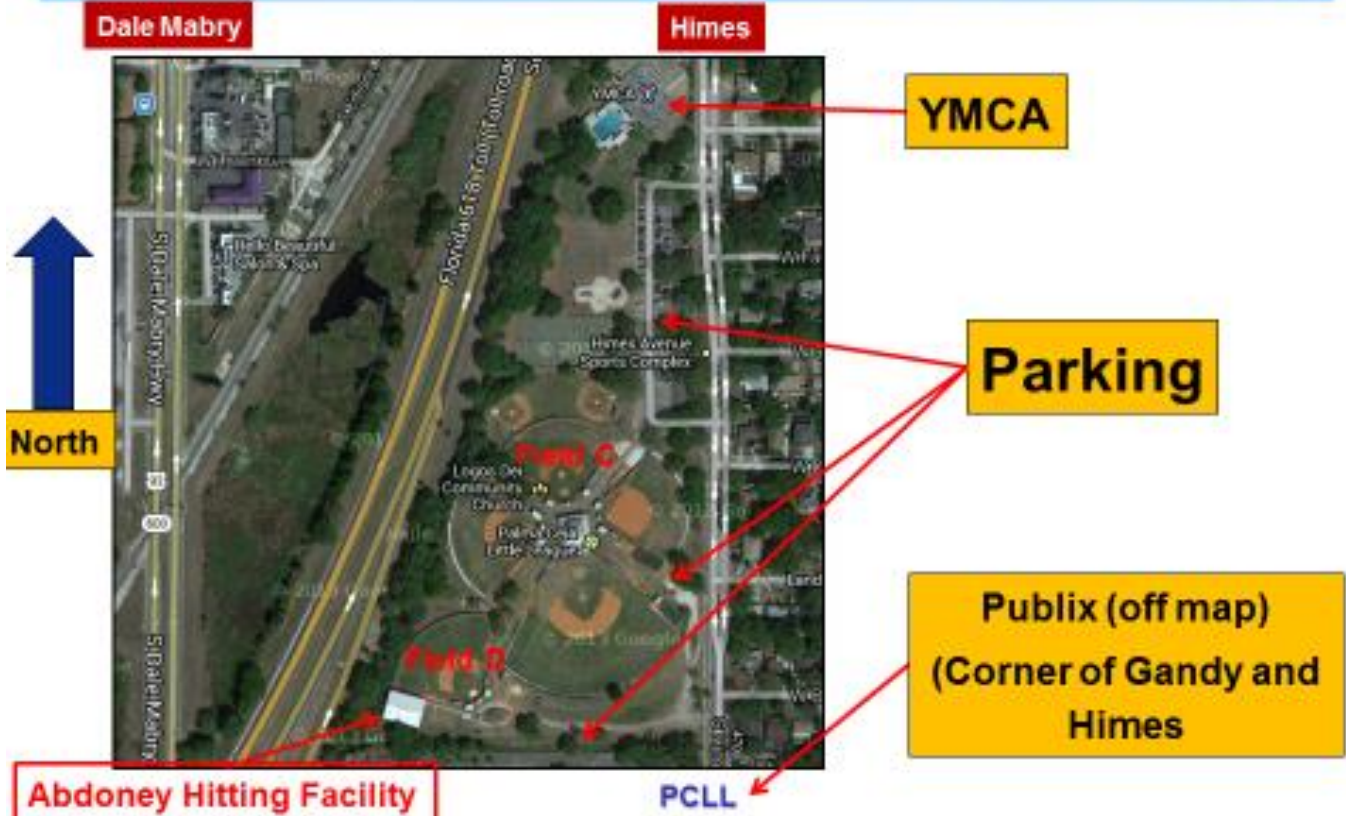
From PCLL,  
Go North on Himes  
East (right) on Euclid  
North (left) on MacDill, and right on Swann

PCLL

From PCLL,  
Go North on Himes  
East (right) on Euclid  
North (left) on Bayshore, and right on Davis  
Island Bridge



## PCLL Parking/Orientation



## **Accident Reporting Procedures**

### **What To Report**

Any incident that causes any player, manager, coach, umpire, or volunteer to receive medical treatment and/or first aid. This includes professional medical evaluation and diagnosis, treatments, or periods of rest.

### **When To Report**

All incidents must be reported to the Safety Officer ***within 48 hours*** of the incident. The 2017 Safety Officer is Curtis Hubbard and can be reached at the following:

EMAIL: [chubbard8@gmail.com](mailto:chubbard8@gmail.com), 813-503-5289

The President for 2017 is Scott Daigle and can be reached at the following:

EMAIL: [scottd@pcll.org](mailto:scottd@pcll.org), 813-466-8932

***DIAL 911 FOR ALL EMERGENCIES REQUIRING PROFESSIONAL MEDICAL ASSISTANCE!***

### **How To Report An Incident**

Reporting an incident can be accomplished in a variety of ways. Most typically, they are by phone conversations. At a minimum, the following information must be provided:

- The name and phone number of individual involved
- The date, time, and location of the incident
- A detailed description of the incident
- The preliminary estimation of the extent of any injuries
- The name and phone number of person reporting the incident

### **Safety Officer's Responsibility**

Within 48 hours of receiving the incident report, the Safety Officer will contact the injured party or the injured party's parents to obtain the following:

- Verify all information received
- Obtain any further information that is deemed necessary
- Check the status of the injured party
- If the party required an Emergency Room or Doctor visit, the individual or individual's parents will be advised of the Palma Ceia Little League's insurance coverage and the procedure for submitting claims. If the extent of the injuries is more than minor in nature, the Safety Officer shall periodically call the injured party to check the status of any injury and to offer further assistance as necessary with the submission of insurance forms until such a time the incident is considered "closed" (i.e., no further claims are expected and/or the individual is participating within the league again).
- Additional procedures are found on Page 69.

## **Palma Ceia Little League** **Codes and Rules**

### **Code of Conduct**

A Code of Conduct will be signed by both the parent and player at the time of registration. See Appendix 4.

- No smoking allowed at any of the Palma Ceia Little League playing, parking, or common areas
- No alcohol allowed at any time in any of the Palma Ceia Little Leagues playing, parking, or common areas
- No playing in parking areas at any time
- Mandatory 5mph speed limit when operating vehicles in and around parking areas, be aware of small children
- Park vehicles to allow emergency vehicles the right of way
- Use crosswalks when crossing roadways. Always be alert for traffic.
- The use of profanity or violent behavior is prohibited
- No swinging of bats or throwing baseballs at any time within the walkways and common areas of the Palma Ceia ball fields
- No throwing balls against dugouts, backstops, or fences
- No throwing rocks or other objects
- No horseplay at any time in walkways or common areas
- No climbing fences
- Pets are not permitted at any Palma Ceia Little League games or practices
- For ages 4-12, only the batter on the field at bat is allowed to swing, no on deck batters allowed. Juniors (age 13) on the field at bat or on deck may swing a bat. Batters must be alert of the area around them when swinging the bat while on deck.
- Players and spectators should be alert at all times for foul balls or errant throws
- During games, players must remain in the dugout area and in an orderly fashion at all times
- After the game, each team is responsible for cleaning up any trash or debris in the dugout and around the playing area
- Gates to the field must remain closed at all times. After players have entered or left the playing field, gates should be closed and secured
- No one under the age of 12 are to be permitted in the concession stands
- Managers, coaches and umpires are to insure a safe playing area. Before every game and or practice they should walk the field
- Failure to comply with the above may result in suspension or expulsion from the
- No dogs allowed within the park area

### **Parents Code of Conduct**

One of the many challenging aspects of coaching is to play the part of role model to our players. Behavior of our players on the field, for the most part, is extremely favorable. In the heat of the game, it isn't hard to get emotional. Nevertheless, we have an obligation to our players to reinforce teamwork and good sportsmanship. Sometimes behavior of individuals off the field raises eyebrows. Like coaches, parents also must be the role



models for our children and set positive examples. These guidelines will help provide an enjoyable experience for our players and other spectators.

- Set an example for sportsmanship for our children to follow
- Retain perspective, there are no major league scouts in the stands
- Do not criticize the umpires and always treat them with respect
- Do not criticize an opposing team, it's players, coaches or fans by words or gestures
- Do not be a "Grand Stand Manager"
- Remember that Coaches, Managers and League Officials are unpaid volunteers
- Do not promote slanderous or hurtful gossip

### **Players Code of Conduct**

The following guidelines will provide an environment that is sure to create an enjoyable experience for all our players, coaches and parents.

- Any player using foul or abusive language or gestures to any other player, coach or umpire can be ejected from a game
- Fighting is an automatic ejection from a game
- All players are to treat their co-players, coaches, umpires and fans with respect
- Players will not taunt, yell at or in any way try to distract players on the opposing team
- Players will shake hands with the opposing team after the game

**We must all remember in order to get respect we must first give respect. We take pride**

**in the Palma Ceia Little League. Therefore, let us, both children and adults set the example to one another.**

### **Volunteer Code Of Conduct**

- No board member, manager, coach, player or spectator shall at any time:
  - Lay a hand upon, push, shove, strike, or threaten to strike anyone at any time
  - Be guilty of heaping personal verbal or physical abuse upon any official for any real or imaginary belief of a wrong decision or judgment
  - Be guilty of objectionable demonstration of dissent at an official's decision by throwing gloves, helmets, hats, bats, balls, or any other forceful un-sportsman like action
  - Be guilty of using unnecessary rough tactics in the play of a game against the body of an opposing player
  - Be guilty of physical attack upon any board member, official manager, coach, player, or spectator
  - Be guilty of the use of profane, obscene or vulgar language in any manner at any time
  - Be guilty of gambling upon any play or outcome of any game with anyone at any time
  - Be guilty of publicly discussing with spectators in a derogatory or abusive manner any play, decision or a personal opinion on any players during the game
  - As a manager or coach, be guilty of mingling with or fraternizing with spectators during the course of the game
  - Speak disrespectfully to any manager, coach, official, or representative of the

- league
- Be guilty of tampering or manipulating any league rosters, schedules, draft positions or selections, official score books, rankings, financial records or procedures
- Challenge an umpire's authority. The umpires shall have the authority and discretion during a game to penalize the offender according to the infraction up to and including expulsion from the game
- The board of directors will review all infractions or complaints. Depending on the seriousness or frequency, the board may assess additional disciplinary action up to and including expulsion from the league.

### **Safety Code**

The Board of Directors has approved the following Safety Code. All participants, league officers, volunteers and members are required to abide by this code. It will be mandatory during all practices and games that team managers and umpires take the necessary actions to comply with this code. The League Safety Officer will monitor compliance and make revisions as needed. This Code will be reviewed each season. You, as a League, are welcome to suggest ways in which we can make our baseball program safer.

- All managers are to be issued current Little League Rule Books
- All Board members, managers, coaches, and volunteers must have filled out the background check forms. This insures that the children that are placed in our care will be in safe hands. Forms are available from the Managers Representative.
- All managers and coaches are required to attend the annual managers meeting.
- All teams should have access to a cellular phone in the event emergency medical personal are needed. It is explained further in this manual how to
- contact Police or Fire.
- Equipment must be in good shape and be inspected regularly & kept in the equipment cage attached to each dugout outside the gate.
- Breakaway bases shall be used on all fields.
- All low level fences will have a protective cap installed to protect fielders.
- Batters at all levels of play must wear Little League approved batting helmets.
- Youth base coaches must also wear helmets
- T-Ball, A, and AA helmets are required to be equipped with face guards.
- All equipment should remain off of the fields during practices and games
- During warm ups, utilize the entire playing field. Maintain ample space
- between players to avoid being struck by errant throws or missed catches.
- Catchers must wear Little League approved protective equipment at all times during practices and games. This includes catchers helmet, mask **with dangling type throat guard**, long chest protector, shin guards and protective cup with athletic supporter (male). **NO EXCEPTIONS.** All other players are encouraged to wear protective cups, supporters, mouth guards, and chest protector devices for practices and games.
- Catchers must wear catchers helmet and mask with dangling throat guard while warming up pitchers. This applies between innings and in the bullpen.

- Managers and coaches may not warm up pitchers before or during a game
- Headfirst slides are not permitted while advancing to a base.
- Players who wear glasses are encouraged to wear “safety/sport glasses”
- There is to be no jewelry worn during games (except medic alert bracelet)
- It is recommended that coaches or parents provide ample nourishment during games and practices
- During practices and games, all players and coaches should be alert and watch the batter on each pitch. All bats and equipment should be secure and out of the way. The amount of bats brought to game should be kept at a minimum.
- Palma Ceia Little League has adopted a “bats down” policy. Players are not to pick up their bats until they leave the dugout to bat. Managers and coaches are to have their players to keep all bats in the rack or bag and not to handle or swing them in the dugout.
- No games or practices will be held when weather, inadequate light or poor field conditions will pose a safety risk for the players.
- Pre-game warm-ups should be confined to the playing field. There will be no throwing, catching or swinging bats in areas that are frequented by, and thus, endangering spectators.
- Players, managers, or coaches may not wear casts during a game. They must remain in the dugout or off the playing field.
- First aid kits will be provided to each manager. First Aid kits will also be located in the field box at each field. Contact the Safety Officer if additional supplies are needed. There is always an ample supply of ice packs in the concession stand as well as a stocked first aid kit.
- All Board members, managers, coaches, umpires, and any interested volunteers must attend the annual First Aid/CPR class. This insures that all persons who represent the Palma Ceia Little league will be able to deal with any injuries that may occur during the season.
- Managers and umpires should walk the fields prior to each game to inspect for potential safety hazards i.e. holes, rocks, broken glass and other foreign objects. Report any **hazards or unsafe conditions to Erik Lund** or any board member.
- Parents, players, coaches, and managers should always be observant for any safety issues and correct them as needed. If these issues cannot be resolved, they should be reported to the Safety Officer.
- Printed copies of this Safety Plan will be distributed to all volunteers. A copy will be available at each concession stand as reference. This safety manual will be enforced at all league activities.
- Safety is everyone’s job. Prevention is the key to reducing and eliminating accidents. Report all hazardous conditions to the Safety Officer or any board member. Do not play on a field that is not safe or use unsafe equipment. Be sure, prior to the start of games/practices, that all players are fully equipped at all times and all equipment is in working order, especially catcher’s equipment and batting helmets.

## **Background Checks**

Palma Ceia Little league will conduct an annual background check on all personnel that are required to complete a "Little League Volunteer Application" prior to the applicant assuming his/her duties for the current season. If Palma Ceia Little League learns of an individual that has been convicted of, or plead guilty to a crime involving or against a minor, then Palma Ceia Little League will prohibit that individual from participating within the league in any manner. NO EXCEPTIONS! The Palma Ceia Little League will conduct a nationwide search utilizing LexisNexis, which will scan through all applicable government sex registry and criminal data and identify individuals who could potentially pose a problem. Due to the refusal of the states of Hawaii, Iowa, Michigan and Virginia to provide sex offender registry data to the records check provider, the free criminal background checks no longer meet the minimum standard of a nationwide search of the sex offender registry. Sex offender registry data for those four states listed above are currently only available through the Department of Justice National Sex Offender Registry ([www.nsopr.gov](http://www.nsopr.gov)) and/or through the individual state's sex offender registry website. The Palma Ceia Little League will conduct this secondary background check on all volunteers along with the LexisNexis background check.

**Updated 2017: We're partnered with Protect Youth Sports to complete the new required national FDLE search for all managers and board members, rather than using First Advantage, who have a contract with Little League International. First Advantage gave us 125 background checks free every calendar year, and then charged \$1.00 per report. Protect Youth Sports charges \$36.00 per report. Protect Youth Sports has a link we provide to those needing background searches run. We send that to the managers and board members, who then fill in their demographic information. We receive an email when the reports are returned, and then save a PDF of the cover showing the Protect Youth Sports logo and whether they were accepted or rejected. Every report was accepted this year.**

## **Pre-Season Clinics**

### **Managers Meeting**

This meeting is required for all managers in all divisions. Scott Daigle, League President, along with board members will conduct training. Training tips and an overview of the league rules and regulations will be discussed.

### **First Aid/CPR/AED/Concussion**

Mandatory training for all managers, board members and volunteers. Donna Wishart (813-902-0431), email [wishartsafety@aol.com](mailto:wishartsafety@aol.com)). Donna will conduct the 2017 session and is a Nationally Registered CPR Instructor/Coordinator. Basic first aid topics, adult and child CPR, AED use, and concussion recognition were covered.

### **Managers/Coaches Meeting and First Aid Training**

Coaches/Managers training: Multiple Sessions Jan 17

CPR/AED/Concussion: Multiple Sessions Jan-Feb 17

Field Maintenance and prep: Multiple Sessions Jan 17

Positive Coaching Alliance Class: Feb 17

## Injury Prevention

### **How to Prevent or Reduce Baseball Injuries**

To reduce the risks that your child will be injured playing Little League Baseball, the American Academy of Pediatrics, Centers for Disease Control and Prevention (CDC), Consumer Product Safety Commission, American Academy of Orthopedic Surgeons, and other sports and health organizations recommend the following:

#### **Medical Release Form**

Part of keeping a player safe from injury or worsening an injury that is sustained is having the past & present medical history and related social history of the player. These important medical conditions that he/she may have (such as ADD/ADHD, asthma, diabetes, drug, environmental, food or insect allergies etc.) will help the managers & coaches deal with each situation properly. If the parent(s)/guardian(s) are not around when an incident occurs, help the managers & coaches may be the only person around to give potentially life saving information. A player is not allowed to participate in practices or games until a medical form is returned to the manager.

\*\*\*\*Due to Federal HIPPA Regulations, the parents do have the right to withhold this information\*\*\*\*

#### **Pre-season Player Training & Conditioning Program**

Make sure children are in proper physical condition to play baseball.

Conditioning-related injuries occur most often at the beginning of a season when kids are most likely to be out of shape. Many injuries can be prevented if your child follows a regular conditioning program before the season starts that incorporates exercises designed specifically for baseball, and for the position he plays (for instance, catchers, because they have to squat continuously, should do exercises, such as leg extensions, leg curls, and toe raisers, that develop strength and flexibility of the muscles around the knees, especially those of the thighs and calves). Encourage your child to train to get ready to play baseball, rather than expecting to get in shape simply by playing and practicing. A month before the season begins, they should run or engage in some kind of physical exercise one or twice a week. He should gradually increase the number of workouts to three or four times a week by the time team practices begins. All players, but especially pitchers, should incorporate conditioning and stretching exercises for the shoulder into an overall conditioning program. The muscles in the front of the arm are naturally stronger. Because many shoulder injuries result from weaker muscles in the back of the arm that are used to stop the pitching motion, the conditioning program should emphasize building those muscles.

#### **Teach proper throwing mechanics**

If your child is a pitcher, make sure he learns how to properly position his throwing arm during all phases of the pitching motion. According to Dr. Gill, researchers found that "pitcher's arm movements during different phases of the pitching motion, if performed incorrectly, can cause injury." They identified four problem areas:

Maximum shoulder rotation: A pitcher needs to rotate his body more to avoid placing too much stress on the arm and shoulder which occurs when his arm is positioned too far behind his body.

- Improper elbow angle: The pitcher's arm needs to be away from his body when the ball is released; the closer the arm is to the body, the more potential for injury.
- Arm lagging behind the body. When a pitcher gets tired, his arm tends to lag behind his body, placing undue stress on the shoulder.
- Excessive ball speed. Trying to throw too hard can be harmful, especially for young players.

### **Recommend mouth guards and make sure they wear them**

Mouth guards not only protect the teeth, but also the lips, cheeks, and tongue and reduce the risk of jaw fractures.

### **Pre-Practices and Pre-Games Training & Conditioning Program**

Make sure your players always take time to warm up and stretch. Research shows that cold muscles are more injury prone. While a proper warm-up is important for all youth athletes, it is particularly critical during a growth spurt, when your children's muscles and tendons are tight. Experts, including the American Academy of Orthopedic Surgeons, recommend that your children warm up by: Doing jumping jacks, jogging or walking in place for 3 to 5 minutes to get the blood moving through the muscles and ligaments. Then slowly and gently stretching, holding each stretch for 30 seconds. Have your children do stretches for the position they plays: for instance, pitchers should concentrate on stretching heir arms, shoulders, neck and wrists, in addition to stretching their legs; catchers should concentrate on stretching their legs, knees, feet and back.

### **Practices and Games**

#### **Make sure all players wear all required safety gear every time he or she plays and practices.**

Protective equipment is one of the most important factors in minimizing the risk of injury in baseball. According to a June 1996 study by the Consumer Product Safety Commission (CPSC), baseball protective equipment currently on the market may prevent, reduce, or lessen the severity of more than 58,000 injuries, or almost 36% of the estimated 162,100 baseball-related injuries requiring emergency-room treatment each year. Because most organized sports-related injuries (62%) occur during practices rather than games, children need to take the same safety precautions during practices as they do during games.

### **Checklist Before Taking the Field:**

**Inspect the playing field.** The playing field can pose a risk of injury. Before every game or practice, a manager, coach, an umpire and/or parent should check for holes, ruts, glass, or any other unsafe conditions. Protective fence tops where equipped must be on proper condition. Players should be reminded to bring any holes that they encounter on the field to the attention of the coach or umpire.

**Baseballs.** T-Ball and A Ball levels are to use soft reduced impact balls only. All teams are to use little league approved balls.

**Baseball Bat's.** No cracks or chips in bats & hand grip is in place & not damaged.

Stickers

indicating the bat was inspected must also be in place.

**Catcher's gear.** When catching, your child must always use a catcher's mitt and wear a NOCSAE stamped helmet, facemask and dangling throat protector, long-model chest protector,

protective supporter, and shin guards. Knee savers are optional but recommended.

**Glove & Mitt.** Make sure that your player's check their baseball gloves or mitts prior to taking

the field for a practice or game. Ensure that all stitching & webbing are in good condition and not in danger of breaking and possibly causing injury.

**Helmet.** A player should wear a properly fitted, certified helmet when batting, waiting to bat, and running the base.

**Protective eyewear.** For kids who wear glasses, you should obtain protective eyewear from an eye-care professional who is aware of sports-safety standards.

**Shoes with molded cleats.** Little League prohibits the use of shoes with steel spikes. Instead, wear molded cleat baseball shoes. Make sure the shoes fit properly. Poorly fitted shoes, particularly those that allow movement side-to-side, are a major cause of injuries to the feet, knees, and ankles. Avoid hand-me downs, which are likely to fit poorly, and may have worn down cleats. Check the laces frequently for wear.



## **Concussion Recognition and Training**

In July 2010, the RI General Assembly passed the law titled School and Youth Programs Concussion Act. Although the recommendations relate to school sports, section 4 of this statute applies to all other youth sports programs and reads: "All other school sports programs not specifically addressed by this statute are encouraged to follow the guidance set forth in this statute for all program participants who are nineteen and younger". In summary, the statute requires a preseason meeting with coaches/managers on concussion risks/recognition and to have the managers/coaches pass this information on to the parents. It also requires that training material be provided, that all managers/coaches complete the online concussion training program, and that a return to play verification by a healthcare profession be submitted to PCLL prior to the player returning to play. The entire statute can be found in Appendix 5 of the safety plan.

The following is required by PCLL for all managers and is recommended for all coaching staff:

1. Attendance to the pre season briefing concerning the PCLL protocol for concussions. Concussion recognition, what to do if a player is hurt, and the return to play protocol will be reviewed.
2. Completion of the online training program titled "Heads Up, Concussion In Youth Sports". Verification of completion of this program must be submitted to the PCLL board of directors before the start of the season.

### **Link:**

<http://www.cdc.gov/concussion/HeadsUp/Training/HeadsUpConcussion.html>

## **What Is A Concussion?**

A concussion can be caused by a blow to the head, a jolt to the body, or any sudden force that results in a rapid acceleration/deceleration of the brain inside the skull. Made up of a soft tofu-like substance, the impact of the brain against the rigid inside walls of the skull can cause a change in neurological function and a host of other symptoms depending on which part of the brain was injured. The terms "ding" or "bell rung" minimize concussions. While most do heal within a few weeks, an athlete who returns to play before a concussion has completely resolved risks re-injuring an already injured brain, which can have catastrophic consequences. Although rare, adolescents seem most vulnerable to this rapid brain swelling known as second impact syndrome which can be fatal. Additionally, multiple concussions suffered prior to complete resolution of a previous injury can result in prolonged symptoms lasting weeks, months, or years. It is the intention of the PCLL to identify a concussion and to minimize the risk of a complicated recovery.

### **Signs and Symptoms**

- Appears dazed/stunned Headache or head pressure
- Confused about assignment/position Nausea/vomiting
- Forgets an instruction Balance problems or dizziness
- Is unsure of game, score, or opponent Double or blurred vision
- Moves clumsily Sensitivity to light
- Answers questions slowly Sensitivity to noise

- Loss of consciousness (even briefly) Sluggish, hazy, foggy, or groggy
- Mood, behavior, personality changes Concentration/memory problems
- Can't recall events prior to hit or fall Confusion
- Can't recall events after hit or fall Does not "feel right" or "feels down"

## **If a concussion is suspected...**

**1) Remove the athlete from play immediately**, and **KEEP THEM OUT** if any concussion symptoms are evident or if you suspect for any reason, that the athlete may have sustained a concussion

**2) Notify the athlete's parents** that their child has suffered a possible concussion. Make sure they know the signs/symptoms, and that their onset may be hours or days after the injury occurred.

**3) Only allow the athlete to return-to-play if they have written medical authorization.** Have

the athlete obtain a written return-to-play authorization from a qualified medical professional and ensure that they are 100% symptom-free at rest and during exertion (see below) before allowing them to resume practice or play.

**4) Verify that the athlete is 100% symptom-free** before allowing them to participate in any activity. Coaches are sometimes the last to know. Ask parents/teammates if they're aware of any lingering symptoms such as a headache.

**5) Institute the *gradual return-to-play procedure*** after the athlete is medically cleared, and make sure they are symptom-free during exertion. If symptoms return during exercise, their brain may not be fully healed.

## **Gradual Return To Play Protocol**

These recommendations from the *Consensus Statement on Concussion in Sport: The 3<sup>rd</sup> International Conference on Concussion in Sport, (Zurich 2008)* provide guidance for a gradual return-to-play protocol after the athlete is symptom-free at rest:

**Day 1:** light aerobic exercise (walking, swimming, or stationary cycling) keeping exercise heart rate less than 70% of maximum predicted heart rate. No resistance training.

**Day 2:** sport-specific exercise, any activities that incorporate sport-specific skills. No head impact activities.

**Day 3:** continue with sport specific exercises with increased intensity and duration

**Day 4:** participate in normal practice activities

**Day 5:** return to competition

If any concussion symptoms return during any of the above activities, the athlete should return to the previous level, after resting for 24 hours.

## Weather Preparation

The Umpire In Chief, due to inclement weather, may call off games up to one hour prior to game time. If the Umpire In Chief does not call off the game, the umpire of the game has sole discretion to exercise the proper judgment should the weather worsen. At any time during a game, if the weather starts to threaten or skies darken due to inclement weather, the umpire has the authority to remove the teams from the playing field. Players should follow the recommendations below on lightning, heat, and cold safety. After said weather incident has passed, the umpire along with the managers shall decide if the field is still playable and the game may resume. On days when it is raining, every effort will be made to post cancellations on the PCLL website as soon as a decision is reached. Texts will also be sent to all who have signed up. If you don't receive a message assume the GAME IS ON!

### Heat

- **Make sure players drink enough fluids.** As parent or coach, you are responsible for taking precautions to prevent heat illnesses in exercising children and making sure they drink enough fluids. It is recommended that 2 hours prior to a game, players should consume at least 16 ounces of fluid. During a game, players should drink cold fluids every 10 to 15 minutes. Caffeinated and carbonated drinks will increase the chance of dehydration and are not recommended. **Sunscreen:** Apply an SPF level 15 sunscreen on a child's face, neck and arms before going outside and reapply if he/she is sweating.

### Cool & Damp Weather

Games may be played in cool, damp weather as well as in light rain as long as it is deemed OK by the Safety Officer, umpires, and managers. Watch your local weather forecast so you can be prepared to dress properly. During these conditions we suggest:

- **Sweatshirts or performance undergarments** may be worn under uniforms to keep players warm.
- **Windbreaker type coats or Rain Slickers** for between innings or if the weather worsens.

## **Lightning Safety**

The keys to lightning safety are education and prevention. Education begins with learning appropriate lightning safety tips. Prevention of lightning injuries or casualties should begin before any event. **PCLL's lightning system is a lightning predictor, not a detector. It uses atmospheric conditions to predict lightning, unlike cloud-to-cloud systems that phone applications use. Our system predicts cloud-to-ground lightning with the horn sounding when it is predicted within 3-5 miles. An all clear (3 loud blasts) sounds when the conditions clear. There is no time frame for the all clear. Technically the areas under the hitting facility and the clubhouse are not considered lightning free zones (anything that has open sides is not safe), but they are preferable to being exposed in dangerous conditions. The inside of the clubhouse is the only officially lightning safe area. All officials and volunteers are encouraged to exercise common sense and move as quickly as possible to their cars once the lightning detection systems is engaged.**

### **Monitor Weather Conditions**

It is recommended that weather reports are checked each day before any practice/game. The National Weather Service (NWS) issues severe weather and/or thunderstorm watches and/or warnings. A "watch" means conditions are favorable for severe weather to develop in a particular area. A "warning" means the NWS has reported severe weather in an area and for anyone in that area to take the necessary precautions. All volunteers should be aware of the signs of thunderstorms developing nearby. Thunderstorms can grow from towering, "fluffy" cumulus clouds to lightning producers in as little as 30 minutes. Lightning and thunder activity in the local area are the "alarms" for managers, coaches, or umpires to begin monitoring thunderstorm activity, such as direction of storm travel and distance to the lightning flashes.

### **Evacuation Criteria**

The flash bang time can be utilized to determine how far the storm is away from the facility. To use the flash bang time, count the seconds from the time lightning is sighted to when the clap of thunder is heard. Divide this number by 5 to obtain how far away, in miles, the lightning is occurring. Example: 30 sec. count / 5 = 6 mile distance.

A flash bang time of 30 seconds or less dictates the immediate suspension of activities and the evacuation of all players, volunteers, and spectators to a safe area. Once it has been decided to stop a game/practice, it is strongly recommended that all persons involved wait at least 30 minutes after the last clap of thunder is heard before resuming the activity. It is important to note that blue skies and no rain are not protection from lightning. Lightning can strike from a distance as far as 10 miles away!

All managers, coaches, and officials need to abide by this to ensure the safety of all players, coaches, managers, spectators, and all others who may be present.

### **Sheltering**

The safest area to take shelter in the event of lightning is in a fully enclosed automobile with the windows up. As a last resort, head for the lowest ground area such as ditches or the bottom of a hill and assume a crouched position to minimize body area. Do not lie flat. Unsafe areas include open fields, metal bleachers, fences, umbrellas, flag poles, light poles, tall trees, and pools of standing water. Avoid using handheld electronic equipment.

**Emergency Action Plan**

In the event that a person is struck by lightning, the following protocol is advised: Any person struck by lightning does not carry an electrical charge, there is no danger presented if the person is touched. Assess the scene to ensure the safety of personnel who will be entering the area. The victim may need to be moved to a safe area before initiating first aid procedures. Activate Emergency Medical Services and provide the necessary first aid which could potentially include CPR, AED use, and/or rescue breathing.

## Bats

All bats must meet Little League specifications and standards. Bats must be a smooth, rounded stick and made of wood or of other material which is color tested and approved acceptable by Little League standards. Any bat that has been altered will be removed from play.

**Majors and Under:** Bats are to be no greater than 33 inches in length and 2 ¼ inches in diameter. Non-wood bats must be printed with a bat performance factor (BPF) of 1.15 or less. Composite bats are prohibited unless approved by Little League International.

**Juniors:** Bats are to be no greater than 34 inches in length and 2 5/8 inches in diameter. If made of wood, shall not be less than 15/16 inches at its smallest point (7/8 inches for bats <30 inches).

All composite bats shall meet the Batted Ball Coefficient of Restitution (BBCOR) performance standard, and such bats shall be so labeled with a silkscreen or other permanent certification mark. The certification mark shall be rectangular, a minimum of a half-inch on each side and located on the barrel of the bat in any contrasting color.

**Senior/Big League:** Bats are to be no greater than 36 inches in length and no more than 2 5/8 inches in diameter, and if wood, not less than fifteen-sixteenths (15/16) inches in diameter (7/8 inch for bats less than 30") at its smallest part. The bat shall not weigh, numerically, more than three ounces less than the length of the bat (e.g., a 33-inch-long bat cannot weigh less than 30 ounces). weigh less than 30 ounces). All bats not made of a single piece of wood shall meet the Batted Ball Coefficient of Restitution (BBCOR) performance standard, and such bats shall be so labeled with a silkscreen or other permanent certification mark. The certification mark shall be rectangular, a minimum of a half-inch on each side and located on the barrel of the bat in any contrasting color. Aluminum and composite bats shall be marked as to their material makeup being aluminum or composite. This marking shall be silkscreen or other permanent certification mark, a minimum of one-half-inch on each side and located on the barrel of the bat in any contrasting color. In all divisions, wood bats may be taped or fitted with a sleeve for a distance not exceeding sixteen (16) inches (18 inches for Junior/Senior/Big League baseball) from the small end. A nonwood bat must have a grip of cork, tape or composition material, and must extend a minimum of 10 inches from the small end. Slippery tape or similar material is prohibited. An illegal bat must be removed.

### **PCLL Bat Inspection Program**

Little League International has placed a moratorium on the use of composite bats in the Little League (Majors) Division and all other baseball divisions of Little League, effective immediately. At present, no composite bats for the Little League (Majors) Division and below have received a waiver. If and when any models do receive a waiver, Little League International will inform its leagues of that decision. The moratorium on composite bats, which now applies to all baseball divisions of Little League, does not apply to any softball divisions of Little League.

**Note:** The moratorium on composite bats only applies to composite-barreled bats. Bats that have only a metal/alloy in the barrel (and no other material, unless it is in the end cap of the bat) are not subject to the moratorium, regardless of the composition of the

handle. Due to this moratorium, PCLL will conduct bat inspections prior to the start of the regular season. Upon passing this inspection, a sticker will be affixed to the bottom of the handle. This will aid managers and umpires in determining if a bat is within LL International's guidelines. It will be the responsibility of managers to ensure a bat is approved.

### **Illegal Bats**

An **ILLEGAL BAT** is a bat that has been altered or a bat that is not approved for play because it does not meet specifications with regard to length, weight, barrel diameter, labeling or performance because of normal use, would not be considered "illegal" and could not be used. A batter is out for illegal action when the batter enters the batter's box with one or both feet entirely on the ground with an illegal bat or is discovered having used an illegal bat prior to the next player entering the batter's box. If the infraction is discovered before the next player enters the batter's box following the turn at bat of the player who used an illegal bat:

- 1) The manager of the defense may advise the plate umpire of a decision to decline the penalty and accept the play. Such election shall be made immediately at the end of the play.
- 2) For the first violation, the offensive team will lose one eligible adult base coach for the duration of the game.
- 3) For the second violation, the manager of the team will be ejected from the game. Any subsequent violation will result in the newly designated manager being ejected.

Updated March 2015

Q-1: How can you identify composite, alloy and half-half bats?

A: Most bats indicate whether it is composite or metal/alloy. Look closely at the barrel for its designation and composition. For any others, you would need to check the manufacturer website or call them to see if the specific model has a composite barrel.

Q-2: Is there still a moratorium on composite-barreled bats for the Majors Division and below?

A: Yes, the moratorium that was put in place in 2010 remains in place on composite-barreled bats in the Majors Division and below. A list of the bats that have a waiver of the moratorium, which is updated whenever a new bat is added, can be found here.

Q-3: How does someone identify an older composite bat that is not labeled as composite?

A: First, a non-wood bat that does not have the BPF of 1.15 printed on it is not allowed to be used in Little League (Majors) play and below. Additionally, composite bats that have the BPF listed, and may even have the Little League name and logo on them, remain subject to the moratorium. If such a bat is not on the waived list, it cannot be used.

Q-4: What if my bat has a composite handle, and a metal/alloy barrel?

A: If the bat is labeled as having a composite handle and a metal/alloy barrel (and not a composite barrel), provided it meets all the other specifications and standards for the division, it is acceptable. The transition from the handle to the barrel can be composite.

Q-5: Why are softball bats not covered?

A: Little League Softball bat rules are separate and distinct. (see Rule 1.10 of Little League Softball Rule Book)

Q-6: Is my bat (insert model here) OK?

A: There are hundreds of bat models. The best way to know if a specific bat is acceptable is to first know the material from which the barrel is made, then familiarize yourself with the specifications and standards for that division of play. Those specifications and standards are in the rule books under Rule 1.10. They can also be found here.

Q-7: Are the bat manufacturers going to offer a rebate on the bats that are deemed unusable in Little League?

A: Each bat manufacturer will decide on its return/exchange policy and possible rebates toward the purchase of Little League compliant bats. Check with your local equipment retailer for guidance on possible rebates or returns.

Q-8: Is the list of licensed baseball bats provided by Little League a complete list of all the bats that are "legal"?

A: No, such a list would be impossible to create, since it would include all bats in the world that meet the criteria for the division of play. Also, Little League only licenses bats with 2 1/4 inch barrels – not the 2 5/8 inch barrel bats. The key thing to remember is: A baseball bat only needs to meet the criteria for the division, which includes all pertinent specifics in Rule 1.10, and (if used for Majors and below) must meet the criteria of the moratorium on composite-barreled baseball bats.

Q-9: What is the standard for all non-wood bats in the Senior League Baseball and Big League Baseball Divisions?

A: All non-wood bats must meet the BBCOR standard for use in the Senior League and Big League Baseball Divisions. The bat also must meet all other conditions of Rule 1.10 for that division of play.

Q-10: What is the standard for composite-barreled 2 5/8 inch bats in the Junior League and Intermediate (50/70) Baseball Divisions?

A: All composite-barreled bats for use in the Junior League and Intermediate (50/70) Baseball Divisions must meet the BBCOR standard. This is the implementation of the rule Little League provided in the rule books starting in 2010.Q-11: Can a bat with a 2 1/4 inch barrel be used in Junior League Baseball and Intermediate (50/70) Baseball Division?

A: Yes, but not all 2 1/4 inch bats can be used. If a bat has no composite materials in it, it may be used in the Junior League Baseball and the Intermediate (50/70) Baseball Divisions, provided it is labeled with a BPF (bat performance factor) of 1.15 or less, and meets the standards for length, handle diameter, etc. (NOTE: Solid wooden barrel bats do not require a BPF label) But if the bat has composite materials in it, a 2 1/4-inch barrel MAY NOT be used; only a 2 5/8-inch BBCOR bat may be used.



Q-12: Can we use a 2 5/8-inch composite barrel bat that was on the waived list in 2011, but does not have the BBCOR printing on it?

A: No. All 2 5/8" non-wood bats (regardless of whether they are metal or composite) must have the BBCOR certification mark on them, for use in the Senior League and Big League Baseball Divisions. Additionally, all composite-barreled bats for use in the Junior League Baseball Division and Intermediate (50/70) Baseball Division must meet the BBCOR standard. This is the implementation of the rule Little League provided in the rule books starting in 2010.

Q-13: Are wood bats OK for use?

A: Yes. Wood bats have always been acceptable for use in all divisions, provided the individual bat meets the specifications and standards for the division of play, as noted in Rule 1.10.

Q-14: What about softball bats, Junior League Baseball bats, and bats with 2 5/8-inch barrels?

A: The moratorium does not apply to any softball bats. (See the FAQs.) Softball bats simply must meet the requirements of Rule 1.10 in the softball rulebook.

The moratorium on composite bats applies to 2 1/4-inch bats with composite materials in the barrel.

The moratorium that was enacted in September 2010 for 2 5/8-inch composite bats no longer applies. However, as noted in the rulebooks beginning several years ago, the rules now state:

◦In Senior League Baseball and Big League Baseball, ALL non-wood bats must meet BBCOR standards. (See the prior FAQs on this page.)

◦In Junior League Baseball and Intermediate (50/70) Baseball Division, all COMPOSITE-barreled bats must meet BBCOR standards. Because BBCOR standards only are used on 2 5/8-inch bats, this means a composite-barreled bat intended for use in the Junior League Baseball Division or Intermediate (50/70) Baseball Division MUST be a BBCOR bat with a 2 5/8-inch barrel. It also means a COMPOSITE-barreled bat with a 2 1/4-inch barrel cannot be used in the Junior League Baseball or Intermediate (50/70) Baseball Divisions, since there are no 2 1/4-inch bats that meet BBCOR standards. If the bat to be used in the Junior League Baseball or Intermediate (50/70) Baseball Divisions has a barrel that is made of wood, or metal (alloy, aluminum, etc.), then it only needs to meet the standards for Junior League Baseball bats in Rule 1.10, and it can have a barrel that is less than 2 5/8-inch in diameter. (See the prior FAQs on this page.)

## Pitcher Safety

### **Pitch Count**

To decrease shoulder and elbow problems from excessive pitching, pitchers will have a specific limit for balls pitched in each game based on their age. The number of pitches delivered in a game will determine the amount of rest the player must have before pitching again. This institution of limited pitch count represents a positive step towards ensuring that the game of baseball is safer both in the present and future careers of our young little league pitchers. A manager, coach, or league official will monitor pitch counts. A pitch is any ball thrown towards home plate from the pitchers mound that an umpire defines as a pitch. Please refer to Appendix 3 to review Little Leagues frequently asked questions about pitch count.

### **Pitcher Protection**

Pitchers have a split second to make a decision about where a hit ball is going and to take action to avoid an injury. Young players do not have the experience or honed reflexes to react to prevent an injury. Leagues across the country are now having pitchers wear head/face and chest protection. Palma Ceia Little League recommends that any player in the T-Ball or A-Ball divisions wear a batting helmet with face guard when in the pitchers position. PCLL also recommends that pitchers in upper divisions of both baseball and softball wear either a fielding helmet with face protection or face shield such as The GameFace™ protective mask. Pitchers are also recommended to wear chest protection such as the Heart Guard or other type of protective device.

### **Regular Season Pitching Rules - Baseball**

#### **VI - PITCHERS**

- (a) Any player on a regular season team may pitch. (**NOTE:** There is no limit to the number of pitchers a team may use in a game.)
- (b) A pitcher once removed from the mound cannot return as a pitcher. **Junior, Senior, and Big League Divisions only:** A pitcher remaining in the game, but moving to a different position, can return as a pitcher anytime in the remainder of the game, but only once per game.
- (c) The manager must remove the pitcher when said pitcher reaches the limit for his/her age group as noted below, but the pitcher may remain in the game at another position:

League Age 1 7-18 105 pitches per day

13 -16: 95 pitches per day

11 -12: 85 pitches per day

9-10: 75 pitches per day

7-8: 50 pitches per day

**Exception:** Exception: If a pitcher reaches the limit imposed in Regulation VI (c) for his/her league age while facing a batter, the pitcher may continue to pitch until any one of the following conditions occurs: 1. That batter reaches base; 2. That batter is put out; 3. The third out is made to complete the half-inning. **Note 1: A pitcher who delivers 41 or more pitches in a game cannot play the position of catcher for the remainder of that day.**

(d) Pitchers league age 14 and under must adhere to the following rest requirements:

- If a player pitches 66 or more pitches in a day, four (4) calendar days of rest must be observed.
- If a player pitches 51 - 65 pitches in a day, three (3) calendar days of rest must be

observed.

- If a player pitches 36 - 50 pitches in a day, two (2) calendar days of rest must be observed.
  - If a player pitches 21 - 35 pitches in a day, one (1) calendar days of rest must be observed.
  - If a player pitches 1-20 pitches in a day, no (0) calendar day of rest is required.
- Pitchers league age 15-18 must adhere to the following rest requirements:
- If a player pitches 76 or more pitches in a day, four (4) calendar days of rest must be observed.
  - If a player pitches 61 - 75 pitches in a day, three (3) calendar days of rest must be observed.
  - If a player pitches 46 - 60 pitches in a day, two (2) calendar days of rest must be observed.
  - If a player pitches 31 -45 pitches in a day, one (1) calendar days of rest must be observed.
  - If a player pitches 1-30 pitches in a day, no (0) calendar day of rest is required.

(e) Each league must designate the scorekeeper or another game official as the official pitch count recorder.

(f) The pitch count recorder must provide the current pitch count for any pitcher when requested by either manager or any umpire. However, the manager is responsible for knowing when his/her pitcher must be removed.

(g) The official pitch count recorder should inform the umpire-in-chief when a pitcher has delivered his/her maximum limit of pitches for the game, as noted in Regulation VI (c). The umpire-in-chief will inform the pitcher's manager that the pitcher must be removed in accordance with Regulation VI (c). However, the failure by the pitch count recorder to notify the umpire-in-chief, and/or the failure of the umpire-in-chief to notify the manager, does not relieve the manager of his/her responsibility to remove a pitcher when that pitcher is no longer eligible.

(h) Violation of any section of this regulation can result in protest of the game in which it occurs. Protest shall be made in accordance with Playing Rule 4.19.

(j) A player who has attained the league age of twelve (12) is not eligible to pitch in the Minor League. (See Regulation V – Selection of Players)

(k) A player may not pitch in more than one game in a day. (Exception: In the Big League Division, a player may be used as a pitcher in up to two games in a day.)

**NOTES :**

1. The withdrawal of an ineligible pitcher after that pitcher is announced, or after a warm-up pitch is delivered, but before that player has pitched a ball to a batter, shall not be considered a violation. Little League officials are urged to take precautions to prevent protests. When a protest situation is imminent, the potential offender should be notified immediately.

2. Pitches delivered in games declared “Regulation Tie Games” or “Suspended Games” shall be charged against pitcher’s eligibility.

3. In suspended games resumed on another day, the pitchers of record at the time the game was halted may continue to pitch to the extent of their eligibility for that day, provided said pitcher has observed the required days of rest.

**Example 1:** A league age 12 pitcher delivers 70 pitches in a game on Monday when

the game is suspended. The game resumes on the following Thursday. The pitcher is not eligible to pitch in the resumption of the game because he/she has not observed the required days of rest.

**Example 2:** A league age 12 pitcher delivers 70 pitches in a game on Monday when the game is suspended. The game resumes on Saturday. The pitcher is eligible to pitch up to 85 more pitches in the resumption of the game because he/she has observed the required days of rest.

**Example 3:** A league age 12 pitcher delivers 70 pitches in a game on Monday when the game is suspended. The game resumes two weeks later. The pitcher is eligible to pitch up to 85 more pitches in the resumption of the game, provided he/she is eligible based on his/her pitching record during the previous four days.

**Note:** The use of this regulation negates the concept of the “calendar week” with regard to pitching eligibility.

## **Little League Pitch Count Questions and Answers** **Revised for 2008**

These commonly asked questions apply only to the regular season baseball pitching regulation (pitch count). The new pitch count regulation (Reg. VI) will be printed in the 2008 Rules and Regulations for baseball, and is available at the Little League web site <http://www.LittleLeague.org/rules/index.asp>.

### **1. Why has Little League changed the pitching regulation for all baseball divisions?**

Recently, researchers and medical professionals in the field of sports medicine have determined that the actual number of pitches thrown (i.e., pitch count) is a safer way to regulate pitching in youth baseball. Little League has a rich history of pioneering baseball safety innovations. As the world's largest organized youth sports program, Little League is again taking a leadership position in youth sports safety.

### **2. How will a league determine who is responsible for counting the pitches?**

Selecting the person responsible for counting pitches will be a decision of each local league. That person's pitch count will be the officially recognized pitch count for the game. In most leagues, this responsibility will rest with the game's official scorekeeper. In that case, since a scorekeeper already keeps track of the balls and strikes on each batter, so he or she will additionally need to keep track of the number of foul batted balls that are hit with two strikes. Each pitcher's pitch count is computed by adding the number of balls and strikes, the number of foul balls hit with two strikes, and the number of fair batted balls. Other leagues might assign a separate person who simply keeps track of every pitch on a piece of paper. Little League International will provide local leagues with a suggested form for this in the coming months. Leagues also can use any of the various digital or mechanical pitch counting tools that are available commercially. Still other leagues might assign the task to one or both of the managers, or to one of the base umpires.

### **3. What is the penalty for violating the pitch count regulation?**

Violating the regular season pitch count regulation can be protested in accordance with Rule 4.19. And, as with all regular season games, the local league (by action of the local league Board of Directors through the Protest Committee) resolves all protests. The local league Protest Committee could decree a forfeit, or not, as it sees fit. The Board of Directors also could suspend or remove managers who willfully and persistently violate any rule or regulation.

### **4. What is the procedure for Interleague Play games?**

As with any procedure of this nature, the Interleague Play Committee (formed from among personnel in the leagues involved before the start of the season) should decide this. The procedure for counting pitches should be agreed upon between all leagues involved in an interleague arrangement before the first game is played.

### **5. What is meant by "calendar days" in the regulation?**

The principle of "calendar days" remains the same. A calendar day is one full day as it is seen on a calendar. A calendar day begins at midnight and ends at midnight the following evening. Example: If a pitcher in the Little League Major Division throws 70 pitches in a game on Saturday morning, that pitcher cannot pitch again until Wednesday, when he/she has had three calendar days of rest (Sunday, Monday, and Tuesday). It makes no difference what time of day the pitcher pitched on Saturday, as the rest period does not begin until midnight that night.

### **6. Can the same pitcher throw in consecutive games?**

Depending on the number of pitches thrown and the days of rest, the same pitcher could pitch in consecutive games. However, pitchers who deliver a certain number of pitches beyond the threshold stated in the regulation/rule must also have a game of rest. The "game of rest" refers only to pitching. A pitcher completing his/her "game of rest" may play in any other position. (See also question 17.)

### **7. Can the same pitcher pitch in both games of a doubleheader played on the same day?**

No. A player may not pitch in more than one game in a day. (Exception: In the Big League Division, a player may be used as a pitcher in up to two games in a day.)

**8. If a pitcher is pitching a perfect game or no hitter and reaches his or her maximum pitch count, does he or she have to be removed as a pitcher, or can he/she continue until the perfect game or no hitter is lost?**

Any pitcher, without regard to his/her effectiveness, must be removed when he or she reaches the limit prescribed in the regulation. Remember, no game is more important than protecting pitchers' arms.

**9. Is the pitch count regulation mandatory in all divisions of baseball? What about softball?**

The regulation applies to all baseball divisions of Little League. It does not apply to and cannot be used in softball.

**10. Is there a limit to the number of 12 year olds that can pitch in a week?**

No. A manager may use as many 12-year-old pitchers in a week as he/she chooses.

**11. Can 12 year olds pitch in the minors?**

No. The regulation prohibits 12 year olds from pitching in the Minor Division. The Minor Division must be considered an instructional division for players who, because of age or ability, are not placed in the Major Division. It should be the goal of every league to place all 12 year olds in the Major Division who are capable of playing at that level. Note: A local Little League is limited to only one Major Division, but may have multiple levels of Minor Division play (player pitch, coach pitch, machine pitch, etc.).

**12. Are warm up pitches calculated in the pitch count for a pitcher?**

No. As always, however, umpires should be mindful that the rules permit a returning pitcher to have eight preparatory pitches, or one minute, whichever comes first. (See Rule 8.04.)

**13. If a Major Division pitcher has completed six innings in a game, and the game is tied, will that pitcher be permitted to pitch in the seventh inning?**

Yes. There is no limit to the number of innings a pitcher can pitch in a day. A limit is placed on the number of pitches only.

**14. Is the Tournament Pitching Rule the same as the regular season regulation?**

The Tournament Pitching Rule is similar to the regular season rule, but there are some modifications.

**15. Will local leagues have the ability to continue to provide feedback to Little League International regarding the new pitch count regulation?**

Absolutely. As with any rule or regulation of Little League, local leagues and districts are encouraged to provide feedback through the regional office. This feedback is valuable in determining what, if any, changes need to be made.

**16. What about breaking pitches (curve balls, sliders, etc.)?**

As of now, there is no solid medical evidence that these pitches are detrimental. However, Little League and many experts recommend they not be thrown until age 14. We are currently conducting an epidemiological study on this issue to see if these pitches are harmful.

**17. Why is there a regulations prohibiting a player from moving from pitcher to catcher in the same day?**

Medical authorities and experts say that a player who warms up to pitch, and then pitches, should not play catcher for the remainder of the day.

## **First Aid Kits**

Managers will be issued a first aid kit for their team. Stocked first aid kits will also be available in each field's equipment box and in the concession stands. A minimum equipment list will be included in each kit. If any items are used or are low, please contact the Safety Officer for resupply. The Safety Officer, board members, managers, and coaches will periodically check the first aid kits to ensure all supplies are present. There will also be an ample amount of ice packs available at the concession stand.

### **Minimum Equipment List Per Kit**

- 2- Ice Packs
- 4- 4x4 Sterile Dressings
- 4- 2x2 Sterile Dressings
- 8- Band Aid Strips
- 4- Large Band Aids
- 2 Rolls 4" Roller Gauze
- 1- Roll 1" tape
- 1- 1 gallon biohazard disposal bags
- 1-CPR Mouth Shield
- 1- Bottle Hand Cleaner
- 4- pairs non latex gloves, size large

**Every field has a medical first aid kit located in the box at the scorer's table**

## **Automatic External Defibrillator**

### **AED Guidelines**

1. All managers, board members, and interested volunteers should receive AED training.
2. The AED will be located in the concessions stand at Acotes Field.
3. If the AED is needed:
  - a. Identify someone to call 911
  - b. Identify someone to retrieve the AED
  - c. Start CPR
  - d. Once AED arrives, follow prompts
4. If the AED is used or requires service, contact the Safety Officer.
5. Please review the following instructions for the use of the AED

**The AED is located in the PCLL coaches closet within the Clubhouse**



## **Basic Steps For Using the AED Defibrillator**

### **Responding To A Victim In Cardiac Arrest**

If not treated, cardiac arrest will cause death. In a cardiac arrest situation, it is important to remember to immediately call for help and activate the emergency response system.

### **Basic Steps For Using the AED**

1. Establish that the victim is in cardiac arrest, as instructed in CPR training. Place the AED near the victim and press the yellow Lid Release/On-Off button to open the lid and turn on the unit. The voice prompt sequence begins, guiding you through the response steps.
2. Expose the victims' chest. If the victims' chest is excessively hairy, shave the hair with the provided razor. If the chest is dirty or wet, wipe clean and dry.
3. The unit will prompt- "Tear open package and remove pads". Keep the pads connected to the AED.
4. Follow prompts and pad package for pad application.
5. Listen to the voice prompts and do not touch the victim unless instructed to do so.
6. Always check to be sure that no one is touching the victim and that nothing is in contact with the victim whenever the AED indicates it is preparing to shock.
7. If the victim starts moving or breathing, keep the pads on the patient and connected to the defibrillator. Place the victim in the recovery position, if possible, as instructed in the CPR training clinic. The AED has voice prompts for each of the steps. This simplifies its use during a stressful time.

## **First Aid Do's and Don'ts**

**First-Aid** is the first care given to a victim of accident or illness. It is usually performed by the first person on the scene and continued until professional medical help arrives (EMTs). Managers, coaches, board members, and some volunteers are CPR and First Aid certified. You should never administer care beyond your capabilities. **Always know your limits.** The average response time on **9-1-1** calls is 5-7 minutes. Perform whatever First Aid you can and wait for the EMTs to arrive. You should never attempt to transport a victim unless the injury is minor. EMS providers have specialized training in immobilization to reduce further injury and make transport more tolerable.

DO...

- Reassure children who are injured, frightened, or lost
- Provide, or assist in obtaining, medical attention for those who require it
- Know your limitations
- Carry a first aid kit to all games and practices
- Have your players medical clearance forms with you at all games and practices
- Make sure there is a cellular phone nearby at all games and practices
- When administering aid to the sick or injured:
- Look for signs of injury
- Listen to the description of what happened, calm or soothe as needed
- Feel the injured area carefully and gently

DON'T...

- Administer any medications
- Provide food or beverages, water only for heat injuries
- Be afraid to ask for help if you are not sure of proper procedures
- Hesitate in giving aid when needed
- Transport individuals for medical aid
- Leave an unattended child at a practice or game
- Hesitate to report any present or potential safety hazard to the Safety Officer or board members

## **Communicable Disease and Bloodborne Pathogens**

While the risk of one athlete infecting another with a communicable disease during competition is close to non-existent, there is a remote risk that other bloodborne infectious diseases can be transmitted. For example, Hepatitis B can be present in blood and other body fluids. Hepatitis B can survive potential for transmission of these infectious agents should include, but not be limited to, the following:

1. If bleeding is present, it must be controlled and the open wound covered. If there is an excessive amount of blood on the uniform it must be changed before the athlete resumes play.
2. Latex free gloves or other precautions must be used to prevent skin and or mucous membrane exposure when contact with blood or body fluids is anticipated.
3. Immediately wash hands and other skin surfaces if contaminated (in contact) with blood or body fluids. Wash hands immediately after removing gloves. Alcohol based hand cleaner is an acceptable alternative to soap and water.
4. Clean all contaminated surfaces and equipment with an appropriate disinfectant before play resumes. A cleanup kit will be available at the concession stand.
5. Practice proper disposal procedures to prevent injuries caused by needles and other sharp contaminated devices.
6. CPR barrier devices must be used when performing artificial respirations.
7. Managers, coaches, or volunteers with bleeding or oozing skin conditions should refrain from all direct athletic care until the condition resolves.
8. Contaminated materials such as dressings, towels, or other items contaminated with blood or body fluids shall be disposed in red biohazard bags. Contact the safety Officer for disposal of biohazard bags.

## **Bicycle Safety**

The Rhode Island District 6 Little League staff would like to remind all its leagues, managers, coaches, and players to use safe judgment if you choose to reach the fields by bicycle.

Please consider the following guidelines:

1. Always wear a proper fitting bicycle helmet
2. Observe all traffic regulations, stop lights, and street signs
3. Keep to the right, ride in a straight line
4. Have a white light on the front and a reflector on the rear of the bicycle for night riding
5. Always use proper hand signals for turning and stopping
6. Always give pedestrians the right of way, avoid using sidewalks
7. Look out for cars pulling into traffic
8. Never hitch onto moving vehicles
9. Never carry other riders
10. Be sure your brakes are functioning properly
11. Slow down at all intersections, be prepared to stop
12. Don't weave in and out of traffic

## **Facilities**

### **Facility Survey**

The Safety Officer will conduct a facility survey annually with assistance from the Fields and Grounds Manager. It will be submitted along with the annual Palma Ceia Little league Safety Plan. The 2017 Facility Survey is located in Appendix 2 of this manual.

### **Equipment**

Inspections of all equipment and facilities will be conducted before, during, and after the season. It is the responsibility of *all* volunteers to report problems. Any worn or broken equipment will be repaired or replaced. Any equipment used by players fits properly, is worn correctly, and is used for its intended purpose.

Manufacturers of baseball equipment make improvements every year. Much of this equipment is approved by Little League and is the only equipment that is allowed for use. Be it batting helmets with face or chin protection, improved catchers gear, fence caps, or breakaway bases. Safety should be considered a work in progress, never wait for an incident to happen to a player or our league.

### **Concession Stand**

#### Concession Stand Rules

1. No one under the age of 12 is permitted to work in the concession stand
2. The operating license granted by Palma Ceia prohibits the use of grills or deep frying within the concession stand
3. There should be two workers in the stand at all times. This allows for a safe working environment and fast customer service
4. All concession operators must follow proper food preparation procedures (gloves for food handling, hand washing with antibacterial soap)
5. Foods requiring refrigeration shall be maintained at a temperature less than 41 degrees Fahrenheit. Allowing food to remain un-refrigerated for long periods of time is the number one cause of foodborne illnesses.
6. All concession stand operators must attend the provided first aid class
7. At the end of every event, the stand must be cleaned and prepared for the next event. Trash emptied, utensils washed, and counters cleaned.

### **Storage Shed**

The following applies to all of the storage sheds and field boxes used by the Palma Ceia Little league and to all individuals who are issued keys for its use:

1. All individuals issued keys to the Palma Ceia Little League storage sheds or field boxes are aware of their responsibilities for the orderly and safe storage of bases, bats, helmets, and field maintenance tools.
2. All chemicals or organic materials stored shall be properly labeled as to its contents
3. All chemicals or organic materials stored within the sheds will be separated from areas used to store gardening equipment to minimize the risk of puncturing storage containers
4. Any witnessed "loose" chemicals or organic materials within these sheds must be cleaned up and disposed of as soon as possible to prevent accidental poisoning

5. Under no circumstances should team equipment (bats, helmets, first aid kits) be stored in the sheds.

**Bleachers**

All bleachers should be of aluminum construction and grounded via copper or aluminum wire. All taller bleachers are to have back and side guardrails. Wood bleachers should be phased out with time.

**Bulletin Boards**

Bulletin boards will be provided at the concession stand to provide safety messages, safety tips, league news, and contact information.

### **Playing Up To A Higher Age Division**

No player shall be permitted to “play up” to a higher age division unless they pose a threat to the safety of the other players as a result of their skills. Players may petition the board to move up to a higher division by recommendation of the player agent(s) or designee after an assessment of the player’s skills. The league may also initiate an action to move a player up to a higher division without a petition from the player, by recommendation of the player agent(s) or designee, after an assessment of the players skills, if the condition exists that the player clearly poses a threat to the safety of the other players at that level as a result of the players overall skill level. At the next regularly scheduled board meeting or by special session, the board will consider these requests and vote to accept or reject the request by a simple majority. If due to special circumstances a board meeting or special session cannot be held, the league president and player agent(s) will consider the request and render a decision. The decision of the board is final and may not be appealed.

## **WHAT PARENTS SHOULD KNOW ABOUT LITTLE LEAGUE INSURANCE**

**WARNING:** Protective equipment cannot prevent all injuries a player might receive while participating in Baseball / Softball.

The Little League Insurance Program is designed to afford protection to all participants at the most economical cost to the local league. The Little League Player Accident Policy is an excess coverage, accident only plan, to be used as a supplement to other insurance carried under a family policy or insurance provided by parent's employer. If there is no primary coverage, Little League insurance will provide benefits for eligible charges, up to Usual and Customary allowances for your area, after a \$50.00 deductible per claim, up to the maximum stated benefits. This plan makes it possible to offer exceptional, affordable protection with assurance to parents that adequate coverage is in force for all chartered and insured Little League approved programs and events. If your child sustains a covered injury while taking part in a scheduled Little League Baseball or Softball game or practice, here is how the insurance works:

1. The Little League Baseball accident notification form must be completed by parents (if the claimant is under 19 years of age) and a league official and forwarded directly to Little League Headquarters within 20 days after the accident. A photocopy of the form should be made and kept by the parent/claimant. Initial medical/dental treatment must be rendered within 30 days of the Little League accident.
2. Itemized bills, including description of service, date of service, procedure and diagnosis codes for medical services/supplies and/or other documentation related to a claim for benefits are to be provided within 90 days after the accident. In no event shall such proof be furnished later than 12 months from the date the initial medical expense was incurred.
3. When other insurance is present, parents or claimant must forward copies of the Explanation of Benefits or Notice/ Letter of Denial for each charge directly to Little League Headquarters, even if the charges do not exceed the deductible of the primary insurance program.
4. Policy provides benefits for eligible medical expenses incurred within 52 weeks of the accident, subject to Excess Coverage and Exclusion provisions of the plan.
5. Limited deferred medical/dental benefits may be available for necessary treatment after the 52-week time limit when:
  - (a) Deferred medical benefits apply when necessary treatment requiring the removal of a pin /plate, applied to transfix a bone in the year of injury, or scar tissue removal, after the 52-week time limit is required. The Company will pay the Reasonable Expense incurred, subject to the Policy's maximum limit of \$100,000 for any one injury to any one Insured. However, in no event will any benefit be paid under this provision for any expenses incurred more than 24 months from the date the injury was sustained.
  - (b) If the Insured incurs Injury, to sound, natural teeth and Necessary Treatment requires treatment for that Injury be postponed to a date more than 52 weeks after the injury due to, but not limited to, the physiological changes of a growing child, the Company will pay the lesser of:
    1. A maximum of \$1,500 or
    2. Reasonable Expenses incurred for the deferred dental treatment. Reasonable Expenses incurred for deferred dental treatment are only



covered if they are incurred on or before the Insured's 23rd birthday. Reasonable Expenses incurred for deferred root canal therapy are only covered if they are incurred within 104 weeks after the date the Injury occurs. No payment will be made for deferred treatment unless the Physician submits written certification, within 52 weeks after the accident, that the treatment must be postponed for the above stated reasons. Benefits are payable subject to the Excess Coverage and the Exclusions provisions of the Policy. We hope this brief summary has been helpful in a better understanding of an important aspect of the operation of the Little League endorsed insurance program.

## **District 6 Requirements**

All leagues must perform on a yearly basis the National Little League Facility Survey. This survey must be included when submitting the safety program. The survey should include all fields that the Palma Ceia Little League uses for play and practice. District 6 requires all its leagues to submit copies of their safety program and facility survey to the District 6 Administrator. District 6 also requires that a Light Safety Audit be completed on a yearly basis. All leagues that have lighted fields must perform this audit. All audits must be turned in to the District Administrator before any practices or games are held. Any league that does not perform a light audit on its lighted fields will lose hosting privileges for special games and tournaments since these fields have not been deemed safe for play under lighted conditions. District 6 urges all its leagues to take whatever steps it sees necessary to provide safe areas in their recreational facilities, parking lots, street crossings, and walkways. Use local police to provide patrols during the season. Have your local city or town paint crosswalks, install speed limit signs and speed bumps in parking areas.

## Rosters

Prior to the start of each season, the President along with the Players Agent and the Coaching Coordinator will prepare team rosters for each division. Managers will also be selected and approved by the board prior to assigning them to a team. When these rosters are completed, the President or his/her designee will submit via Little League Data Center player registration data along with managers and coaches data. Rosters with contact information will be distributed to the managers before the end of January.

Division Name	Team Name	Volunteer Role	Volunteer First Name	Volunteer Last Name	Coach 1	Coach 2
Baseball Coach Pitch (Minor C)	Daigle	Head Coach	Scott	Daigle		
Baseball Coach Pitch (Minor C)	Fenton	Head Coach	Sean	Fenton		
Baseball Coach Pitch (Minor C)	Greco	Head Coach	Kyle	Greco		
Baseball Coach Pitch (Minor C)	Ibanez	Head Coach	Henry	Ibanez		
Baseball Coach Pitch (Minor C)	O'Brien	Head Coach	matt	obrien		
Baseball Coach Pitch (Minor C)	Scionti	Head Coach	Joseph	Scionti		
Baseball Coach Pitch (Minor C)	Sentlingar	Head Coach	Steven	Sentlingar		
Baseball Coach Pitch (Minor C)	Varsalona	Head Coach	Derek	Varsalona		
Baseball Coach Pitch (Minor C)	Watts	Head Coach	Matt	Watts		
Baseball Coach Pitch (Minor C)	Williams	Head Coach	David	Williams		
Baseball Intermediate	Delise	Head Coach	Damon	Delise		
Baseball Intermediate	Hanlon	Head Coach	Patrick	Hanlon		
Baseball Intermediate	Lorenzo	Head Coach	Arthur	Lorenzo Jr		
Baseball Juniors	Bak	Head Coach	jeff	bak		
Baseball Juniors	Caglianone	Head Coach	Jeff	Caglianone	DeCarlo	
Baseball Juniors	Horning	Head Coach	Jase	Horning	Schobert	
Baseball Juniors	Kim	Head Coach	Do	Kim	Carideo	
Baseball Juniors	Rios	Head Coach	Jesse	Rios		
Baseball Majors	Lopez	Head Coach	Marcos	Lopez	Burke	Braswell
Baseball Majors	Vandal	Head Coach	Geoff	Vandal	Leon	Kopp
Baseball Majors	Varsalona	Head Coach	Derek	Varsalona	Brown	Batoff
Baseball Minor A	Cisneros	Head Coach	Carlos	Cisneros	Hanlon	Capps
Baseball Minor A	Fogg	Head Coach	Josh	Fogg	Thompson	Hyatt

Baseball Minor A	Kin	Head Coach	Stephen	Kin	Batoff	Poley
Baseball Minor A	The Crushers - Montera	Head Coach	Nicholas	Montera	Schuster	Pevnick
Baseball Minor A	Valenti	Head Coach	Joseph	Valenti	Daigle	Trombley
Baseball Minor A	Arcos	Head Coach	Paul	Arcos	Snyder	
T-Ball	Brown	Head Coach	Lance	Brown		
T-Ball	Fischetti	Head Coach	Daniel	Fischetti		
T-Ball	Geise	Head Coach	Josh	Geise		
T-Ball	O'Brien	Head Coach	Mark	O'Brien		
T-Ball	Pevnick	Head Coach	Seth	Pevnick		
T-Ball	Raines	Head Coach	Erik	Raines		
t-Ball	Nowell	Head Coach	Nick	Nowell		
minor B	Mize	Head Coach	Rich	Mize		
Minor B	Henderson	Head Coach	Robbie	Henderson	Raeckers	Hall
Minor B	Drab	Head Coach	Ken	Drab	Kellogg	Neff
Minor B	Holden	Head Coach	Wes	Holden	Courter	Ramirez
Minor B	Clendenin	Head Coach	Billy	Clendenin	Font	Kravetz

## **PCLL Softball**

### **Minor C**

Manager - AJ Medina

Manager Billy Clendenin, Coach Kenny Hyatt Manager Scott Wise, Coach Dawn Eckerty, Ben Stephens

### **Minor B**

Manager Dean Quinlan, Coach Jeff Satin Jordan Felsen Manager Mike Szejewski, Coach Roberto Debourg, Tim Capps

### **Minor A**

Manager Curt Hubbard, Coach Jon Hageman

Manager David Ramirez, Coach Dan Ramirez

### **Majors**

Manager Tim Fritz, Coach David Torres, Todd Fultz

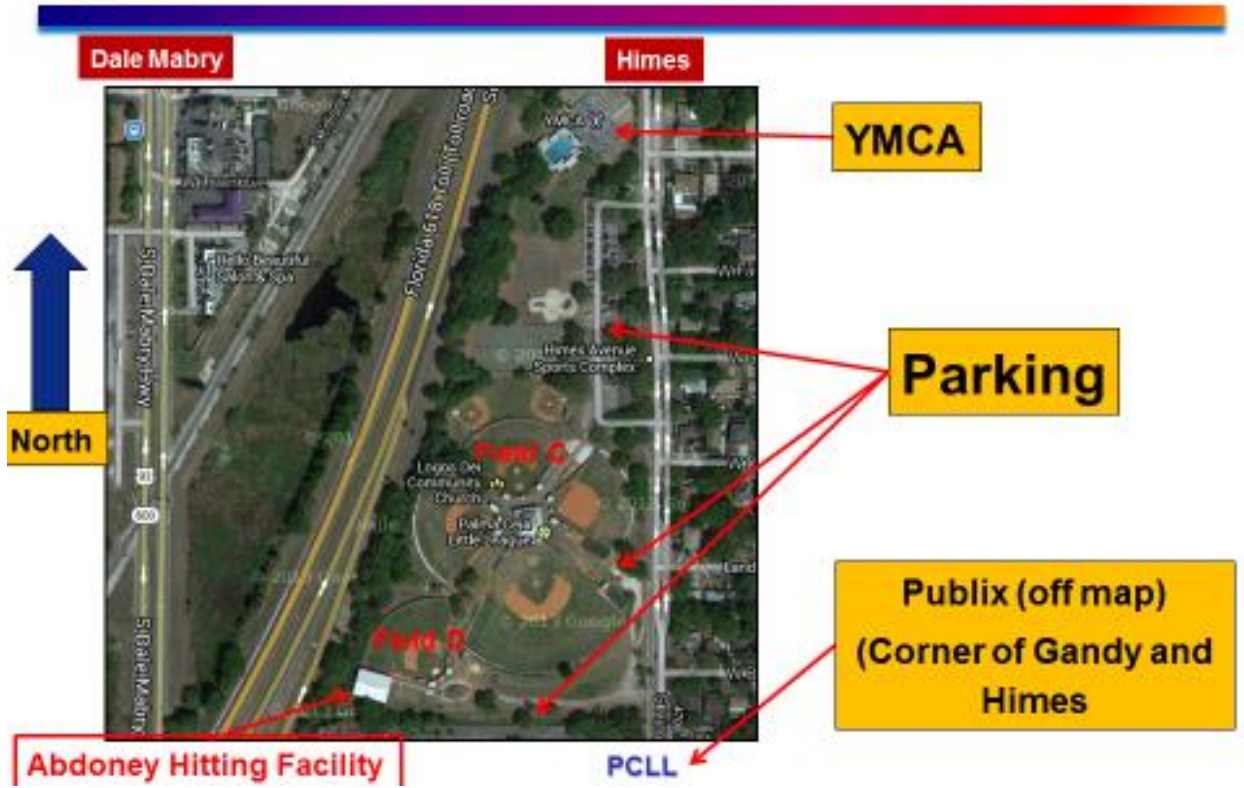
### **Juniors (combine with WTLL)**

Manager, Antonio Roman (WTLL), Coaches Mike Szejewski, Orlando Juan (WTLL)

Palma Ceia Little League  
Facilities Locations



*PCLL Parking/Orientation*



## 2017 Board Member on Duty (MOD) Schedule

Wednesday, February 22, 2017	Mike Carideo
Thursday, February 23, 2017	Curtis Hubbard
Friday, February 24, 2017	Eric Lund
Saturday, February 25, 2017	AJ Medina
Sunday, February 26, 2017	Kenny Hyatt
Monday, February 27, 2017	Billy Clendenin
Tuesday, February 28, 2017	Evan Batoff
Wednesday, March 01, 2017	Scott Wise
Thursday, March 02, 2017	Tim Capps
Friday, March 03, 2017	Mike Szwejkowski
Saturday, March 04, 2017	Paul Schobert
Sunday, March 05, 2017	Geoff Vandal
Monday, March 06, 2017	Alex Prieto
Tuesday, March 07, 2017	Damon Delise
Wednesday, March 08, 2017	Anitia Camacho
Thursday, March 09, 2017	Dean Quinlan
Friday, March 10, 2017	Kim Meguiar
Saturday, March 11, 2017	Scott Daigle
Sunday, March 12, 2017	Spring Break
Monday, March 13, 2017	Spring Break
Tuesday, March 14, 2017	Spring Break
Wednesday, March 15, 2017	Spring Break
Thursday, March 16, 2017	Spring Break
Friday, March 17, 2017	Spring Break
Saturday, March 18, 2017	Spring Break
Sunday, March 19, 2017	Spring Break
Monday, March 20, 2017	Michael Chowning
Tuesday, March 21, 2017	Jake Thompson
Wednesday, March 22, 2017	Eric Lund
Thursday, March 23, 2017	Tim Capps
Friday, March 24, 2017	Paul Schobert
Saturday, March 25, 2017	AJ Medina
Sunday, March 26, 2017	Kenny Hyatt
Monday, March 27, 2017	Curtis Hubbard
Tuesday, March 28, 2017	Jake Thompson
Wednesday, March 29, 2017	Mike Carideo
Thursday, March 30, 2017	Tony Schuster
Friday, March 31, 2017	Damon Delise

Saturday, April 01, 2017	Mike Szwejkowski
Sunday, April 02, 2017	Geoff Vandal
Monday, April 03, 2017	Billy Clendenin
Tuesday, April 04, 2017	Jake Thompson
Wednesday, April 05, 2017	Scott Wise
Thursday, April 06, 2017	Michael Chowning
Friday, April 07, 2017	Tony Schuster
Saturday, April 08, 2017	AJ Medina
Sunday, April 09, 2017	Paul Schobert
Monday, April 10, 2017	Alex Prieto
Tuesday, April 11, 2017	Jake Thompson
Wednesday, April 12, 2017	Scott Daigle
Thursday, April 13, 2017	Tim Capps
Friday, April 14, 2017	Damon Delise
Saturday, April 15, 2017	AJ Medina
Sunday, April 16, 2017	Kenny Hyatt
Monday, April 17, 2017	Curtis Hubbard
Tuesday, April 18, 2017	Kim Meguiar
Wednesday, April 19, 2017	Scott Wise
Thursday, April 20, 2017	Eric Lund
Friday, April 21, 2017	Anitia Camacho
Saturday, April 22, 2017	Michael Chowning
Sunday, April 23, 2017	Kim Meguiar
Monday, April 24, 2017	Mike Szwejkowski
Tuesday, April 25, 2017	Billy Clendenin
Wednesday, April 26, 2017	Mike Carideo
Thursday, April 27, 2017	Dean Quinlan
Friday, April 28, 2017	Geoff Vandal
Saturday, April 29, 2017	Paul Schobert
Sunday, April 30, 2017	Scott Daigle
Monday, May 01, 2017	Mike Szwejkowski
Tuesday, May 02, 2017	Evan Batoff
Wednesday, May 03, 2017	Scott Wise
Thursday, May 04, 2017	Tim Capps
Friday, May 05, 2017	Alex Prieto
Saturday, May 06, 2017	Jake Thompson
Sunday, May 07, 2017	Tony Schuster
Monday, May 08, 2017	Alex Prieto
Tuesday, May 09, 2017	AJ Medina

Wednesday, May 10, 2017	Damon Delise
Thursday, May 11, 2017	Dean Quinlan
Friday, May 12, 2017	Michael Chowning
Saturday, May 13, 2017	AJ Medina
Sunday, May 14, 2017	Kenny Hyatt
Monday, May 15, 2017	Billy Clendenin
Tuesday, May 16, 2017	Curtis Hubbard
Wednesday, May 17, 2017	Geoff Vandal
Thursday, May 18, 2017	Mike Carideo
Friday, May 19, 2017	Eric Lund
Saturday, May 20, 2017	Scott Daigle
Sunday, May 21, 2017	Mike Szwejkowski
Monday, May 22, 2017	Scott Wise
Tuesday, May 23, 2017	Evan Batoff
Wednesday, May 24, 2017	Damon Delise
Thursday, May 25, 2017	Tim Capps
Friday, May 26, 2017	Eric Lund
Saturday, May 27, 2017	Paul Schobert
Sunday, May 28, 2017	Michael Chowning
Monday, May 29, 2017	Billy Clendenin
Tuesday, May 30, 2017	AJ Medina
Wednesday, May 31, 2017	Mike Carideo
Thursday, June 01, 2017	Dean Quinlan
Friday, June 02, 2017	Paul Schobert
Saturday, June 03, 2017	AJ Medina
Sunday, June 04, 2017	Kenny Hyatt
Monday, June 05, 2017	Eric Lund
Tuesday, June 06, 2017	Dean Quinlan
Wednesday, June 07, 2017	Scott Daigle
Thursday, June 08, 2017	Evan Batoff
Friday, June 09, 2017	Geoff Vandal
Saturday, June 10, 2017	Evan Batoff
Sunday, June 11, 2017	
Monday, June 12, 2017	
Tuesday, June 13, 2017	
Wednesday, June 14, 2017	
Thursday, June 15, 2017	





## LITTLE LEAGUE® BASEBALL AND SOFTBALL ACCIDENT NOTIFICATION FORM INSTRUCTIONS

**Send Completed Form To:**  
 Little League, International  
 530 US Route 15 Hwy, PO Box 3485  
 Williamsport PA 17701-0485  
**Accident Claim Contact Numbers:**  
 Phone: 570-327-1674 Fax: 570-326-9280

Accident & Health (U.S.)

1. This form must be completed by parents (if claimant is under 19 years of age) and a league official and forwarded to Little League Headquarters within 20 days after the accident. A photocopy of this form should be made and kept by the claimant/parent. Initial medical/dental treatment must be rendered within 30 days of the Little League accident.
2. Itemized bills including description of service, date of service, procedure and diagnosis codes for medical services/supplies and/or other documentation related to claim for benefits are to be provided within 90 days after the accident date. In no event shall such proof be furnished later than 12 months from the date the medical expense was incurred.
3. When other insurance is present, parents or claimant must forward copies of the Explanation of Benefits or Notice/Letter of Denial for each charge directly to Little League Headquarters, even if the charges do not exceed the deductible of the primary insurance program.
4. Policy provides benefits for eligible medical expenses incurred within 52 weeks of the accident, subject to Excess Coverage and Exclusion provisions of the plan.
5. **Limited** deferred medical/dental benefits may be available for necessary treatment incurred after 52 weeks. Refer to insurance brochure provided to the league president, or contact Little League Headquarters within the year of injury.
6. Accident Claim Form must be fully completed - including Social Security Number (SSN) - for processing.

League Name		League I.D.	
Name of Injured Person/Claimant		SSN	PART 1
Date of Birth (MM/DD/YY)		Age	Sex
		<input type="checkbox"/> Female <input type="checkbox"/> Male	
Name of Parent/Guardian, if Claimant is a Minor		Home Phone (Inc. Area Code)	Bus. Phone (Inc. Area Code)
		( )	( )
Address of Claimant		Address of Parent/Guardian, if different	

The Little League Master Accident Policy provides benefits in excess of benefits from other insurance programs subject to a \$50 deductible per injury. \*Other insurance programs\* include family's personal insurance, student insurance through a school or insurance through an employer for employees and family members. Please CHECK the appropriate boxes below. If YES, follow instruction 3 above.

Does the insured Person/Parent/Guardian have any insurance through:

Employer Plan	<input type="checkbox"/> Yes <input type="checkbox"/> No	School Plan	<input type="checkbox"/> Yes <input type="checkbox"/> No
Individual Plan	<input type="checkbox"/> Yes <input type="checkbox"/> No	Dental Plan	<input type="checkbox"/> Yes <input type="checkbox"/> No

Date of Accident	Time of Accident	Type of Injury
	<input type="checkbox"/> AM <input type="checkbox"/> PM	

Describe exactly how accident happened, including playing position at the time of accident:

Check all applicable responses in each column:

- |   |   |   |   |  |
|---|---|---|---|--|
| <input type="checkbox"/> BASEBALL         | <input type="checkbox"/> CHALLENGER (4-18)            | <input type="checkbox"/> PLAYER               | <input type="checkbox"/> TRYOUTS          | <input type="checkbox"/> SPECIAL EVENT (NOT GAMES)               |
| <input type="checkbox"/> SOFTBALL         | <input type="checkbox"/> T-BALL (4-7)                 | <input type="checkbox"/> MANAGER, COACH       | <input type="checkbox"/> PRACTICE         | <input type="checkbox"/> SPECIAL GAME(S)                         |
| <input type="checkbox"/> CHALLENGER       | <input type="checkbox"/> MINOR (6-12)                 | <input type="checkbox"/> VOLUNTEER UMPIRE     | <input type="checkbox"/> SCHEDULED GAME   | (Submit a copy of your approval from Little League Incorporated) |
| <input type="checkbox"/> TAD (2ND SEASON) | <input type="checkbox"/> LITTLE LEAGUE (9-12)         | <input type="checkbox"/> PLAYER AGENT         | <input type="checkbox"/> TRAVEL TO        |  |
|   | <input type="checkbox"/> INTERMEDIATE (50/70) (11-13) | <input type="checkbox"/> OFFICIAL SCOREKEEPER | <input type="checkbox"/> TRAVEL FROM      |  |
|   | <input type="checkbox"/> JUNIOR (12-14)               | <input type="checkbox"/> SAFETY OFFICER       | <input type="checkbox"/> TOURNAMENT       |  |
|   | <input type="checkbox"/> SENIOR (13-16)               | <input type="checkbox"/> VOLUNTEER WORKER     | <input type="checkbox"/> OTHER (Describe) |  |
|   | <input type="checkbox"/> BIG (14-18)                  |   |   |  |

I hereby certify that I have read the answers to all parts of this form and to the best of my knowledge and belief the information contained is complete and correct as herein given.

I understand that it is a crime for any person to intentionally attempt to defraud or knowingly facilitate a fraud against an insurer by submitting an application or filing a claim containing a false or deceptive statement(s). See Remarks section on reverse side of form.

I hereby authorize any physician, hospital or other medically related facility, insurance company or other organization, institution or person that has any records or knowledge of me, and/or the above named claimant, or our health, to disclose, whenever requested to do so by Little League and/or National Union Fire Insurance Company of Pittsburgh, Pa. A photostatic copy of this authorization shall be considered as effective and valid as the original.

Date	Claimant/Parent/Guardian Signature (In a two parent household, both parents must sign this form.)
Date	Claimant/Parent/Guardian Signature

**For Residents of California:**

Any person who knowingly presents a false or fraudulent claim for the payment of a loss is guilty of a crime and may be subject to fines and confinement in state prison.

**For Residents of New York:**

Any person who knowingly and with the intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information, or conceals for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime, and shall also be subject to a civil penalty not to exceed five thousand dollars and the stated value of the claim for each such violation.

**For Residents of Pennsylvania:**

Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information or conceals for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties.

**For Residents of All Other States:**

Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

**PART 2 - LEAGUE STATEMENT (Other than Parent or Claimant)**

Name of League	Name of Injured Person/Claimant	League I.D. Number
Name of League Official	Position in League	
Address of League Official	Telephone Numbers (Inc. Area Codes) Residence: (    ) Business: (    ) Fax: (    )	

Were you a witness to the accident?     Yes     No  
Provide names and addresses of any known witnesses to the reported accident.

Check the boxes for all appropriate items below. At least one item in each column must be selected.

POSITION WHEN INJURED	INJURY	PART OF BODY	CAUSE OF INJURY
<input type="checkbox"/> 01 1ST	<input type="checkbox"/> 01 ABRASION	<input type="checkbox"/> 01 ABDOMEN	<input type="checkbox"/> 01 BATTED BALL
<input type="checkbox"/> 02 2ND	<input type="checkbox"/> 02 BITES	<input type="checkbox"/> 02 ANKLE	<input type="checkbox"/> 02 BATTING
<input type="checkbox"/> 03 3RD	<input type="checkbox"/> 03 CONCUSSION	<input type="checkbox"/> 03 ARM	<input type="checkbox"/> 03 CATCHING
<input type="checkbox"/> 04 BATTER	<input type="checkbox"/> 04 CONTUSION	<input type="checkbox"/> 04 BACK	<input type="checkbox"/> 04 COLLIDING
<input type="checkbox"/> 05 BENCH	<input type="checkbox"/> 05 DENTAL	<input type="checkbox"/> 05 CHEST	<input type="checkbox"/> 05 COLLIDING WITH FENCE
<input type="checkbox"/> 06 BULLPEN	<input type="checkbox"/> 06 DISLOCATION	<input type="checkbox"/> 06 EAR	<input type="checkbox"/> 06 FALLING
<input type="checkbox"/> 07 CATCHER	<input type="checkbox"/> 07 DISMEMBERMENT	<input type="checkbox"/> 07 ELBOW	<input type="checkbox"/> 07 HIT BY BAT
<input type="checkbox"/> 08 COACH	<input type="checkbox"/> 08 EPIPHYSES	<input type="checkbox"/> 08 EYE	<input type="checkbox"/> 08 HORSEPLAY
<input type="checkbox"/> 09 COACHING BOX	<input type="checkbox"/> 09 FATALITY	<input type="checkbox"/> 09 FACE	<input type="checkbox"/> 09 PITCHED BALL
<input type="checkbox"/> 10 DUGOUT	<input type="checkbox"/> 10 FRACTURE	<input type="checkbox"/> 10 FATALITY	<input type="checkbox"/> 10 RUNNING
<input type="checkbox"/> 11 MANAGER	<input type="checkbox"/> 11 HEMATOMA	<input type="checkbox"/> 11 FOOT	<input type="checkbox"/> 11 SHARP OBJECT
<input type="checkbox"/> 12 ON DECK	<input type="checkbox"/> 12 HEMORRHAGE	<input type="checkbox"/> 12 HAND	<input type="checkbox"/> 12 SLIDING
<input type="checkbox"/> 13 OUTFIELD	<input type="checkbox"/> 13 LACERATION	<input type="checkbox"/> 13 HEAD	<input type="checkbox"/> 13 TAGGING
<input type="checkbox"/> 14 PITCHER	<input type="checkbox"/> 14 PUNCTURE	<input type="checkbox"/> 14 HIP	<input type="checkbox"/> 14 THROWING
<input type="checkbox"/> 15 RUNNER	<input type="checkbox"/> 15 RUPTURE	<input type="checkbox"/> 15 KNEE	<input type="checkbox"/> 15 THROWN BALL
<input type="checkbox"/> 16 SCOREKEEPER	<input type="checkbox"/> 16 SPRAIN	<input type="checkbox"/> 16 LEG	<input type="checkbox"/> 16 OTHER
<input type="checkbox"/> 17 SHORTSTOP	<input type="checkbox"/> 17 SUNSTROKE	<input type="checkbox"/> 17 LIPS	<input type="checkbox"/> 17 UNKNOWN
<input type="checkbox"/> 18 TO/FROM GAME	<input type="checkbox"/> 18 OTHER	<input type="checkbox"/> 18 MOUTH	
<input type="checkbox"/> 19 UMPIRE	<input type="checkbox"/> 19 UNKNOWN	<input type="checkbox"/> 19 NECK	
<input type="checkbox"/> 20 OTHER	<input type="checkbox"/> 20 PARALYSIS/ PARAPLEGIC	<input type="checkbox"/> 20 NOSE	
<input type="checkbox"/> 21 UNKNOWN		<input type="checkbox"/> 21 SHOULDER	
<input type="checkbox"/> 22 WARMING UP		<input type="checkbox"/> 22 SIDE	
		<input type="checkbox"/> 23 TEETH	
		<input type="checkbox"/> 24 TESTICLE	
		<input type="checkbox"/> 25 WRIST	
		<input type="checkbox"/> 26 UNKNOWN	
		<input type="checkbox"/> 27 FINGER	

Does your league use batting helmets with attached face guards?     YES     NO  
If YES, are they     Mandatory    or     Optional    At what levels are they used?

I hereby certify that the above named claimant was injured while covered by the Little League Baseball Accident Insurance Policy at the time of the reported accident. I also certify that the information contained in the Claimant's Notification is true and correct as stated, to the best of my knowledge.

Date	League Official Signature
------	---------------------------



## Spring Baseball Game to Practice Ratio

1&1 = One field practice and one hitting cage practice

- **T-Ball (Coord?)**
  - 1 game and 1 practice per week
  - Games on Saturday (T-ball fields)
  - 10 game season (+/-)
  - # of teams: 6
- **Coach Pitch (?)**
  - 1 game and 1 practice per week
  - Games on Saturday on Fields A/C
  - 10 game season (+/-)
  - # of teams: 6
- **Minor C (?)**
  - 1 game and 2 practice per week (1&1)
  - Saturday games on Field D
  - 10 game season plus tournament
  - # of teams: 4
- **Minor B (?)**
  - 2 Games and 1 practice per week (3 events per week)
  - Games Mon, Wed, Thurs, Fri and Sat on Field D (6:00)
  - 15-17 game season plus tournament (start 2 games after Spring Break)
  - # of teams: 6
- **Minor A (?)**
  - 2 games and 2 practices per week (1&1)
  - Games Mon, Wed, Thurs, Fri and Sat on Field C (6:15)
  - 20+ game season plus tournament
  - # of teams: 6
- **Majors**
  - 2 games and 2 practices per week (1&1)
  - Games Tues (6:15) and Fri (7:45) on Fields C/D (6:15)
  - 20+ game season plus tournament
  - # of teams: 4
- **Intermediate (?)**
  - 2 games and 2 practices per week (1&1)
  - Games Mon, Tues, Thurs (IBLL), Fri and Sat on Field A and IBLL (6:30)
  - 20+ game season plus tournament
  - # of teams: 6 with IBLL
- **Juniors (?)**
  - 2 games and 2 practices per week (1&1)
  - Games during the week (6:30) and Saturday (1000) on Junior's Field
  - 20+ game season
  - # of teams: 4
- **Seniors (?)**
  - 2 games and 2 practices per week (1&1)
  - Games during the week and Saturday on Junior's Field
  - 20+ game season
  - # of teams: 2
- **Challenger**
  - One Saturday game on the Juniors Field at 12:30

PCLL



## Spring Baseball Game to Practice Ratio

- **T-Ball**
  - 1 game and 1 practice per week
  - Games on Saturday (T-ball fields)
  - 9-11 game season (+/-)
  - # of teams: 8
- **Coach Pitch**
  - 1 game and 1-2 practices per week
  - Games on Saturday on Field A/D/C/SB
  - 9-11 game season (+/-)
  - # of teams: 8
- **Minor C**
  - 1-2 Games and 1 practice per week and Saturday (3 events per week); start 2 games on 22 Mar
  - Games Tues, Thurs and Saturday on Field C/D
  - 15-17 game season plus tournament
  - # of teams: 6
- **Minor B**
  - 1-2 Games and 1-2 practice per week (4 events per week); start two games on 22 Mar
  - Games Mon, Wed and Saturday on Field C/D
  - 15-17 game season
  - # of teams: 6
- **Minor A**
  - 2 games and 1 practice per week
  - Games during the week and Saturday on Field C
  - 20+ game season plus tournament
  - # of teams: 6
- **Intermediate (50/70)**
  - 2 games and 2 practices per week
  - Games during the week and Saturday on Field A
  - 20+ game season plus tournament
  - # of teams: 6
- **Juniors**
  - 2 games and 2 practices per week
  - Games during the week and Saturday on Junior's Field
  - 20+ game season
  - # of teams: 4

PCLL

	Monday	Tuesday	Wednesday	Thursday	Friday
<b>Field A</b>					
5:5:40	Open	CP Practice X2	Open	CP Practice X2	Open
5:45 Cage	Game Teams	CP Practice X2	Game Teams	CP Practice X2	Game Teams
6:30	INT Game	INT Practice	INT Game	INT Practice	INT Game
6:30 Cage	INT Practice	INT Practice	INT Game	INT Practice	INT Practice
7:15		INT Practice X2			
<b>IBLL Field F</b>			INT Game at IBLL (6:15)		
<b>Field C</b>					
5:5:40	Open	Minor C Practice	Min A Practice	Minor C	Minor B
5:45 Cage	Min A Game Teams	Min A Game Teams	Min A Practice	Min A Game Teams	Min A Game Teams
6:15	Min A Game	Min A Game	Min A Practice	Min A Game	Min A Game
6:30 Cage	Min A Practice	Min A Practice	Min A Practice	Min A Practice	Min A Practice
<b>Field D</b>					
5:00-5:40	Game Prep	Game Prep	Min C Practice X2	Game Prep	Game Prep
5:45	Game Min B	Game Min C	6:30 Min B Practice X2	Game Min B	Game Min C
7:15	Open	Minor B Practice	Minor B Practice X2	Min A Practice	Open
<b>IBLL Field C</b>		Minor C Game at IBLL (6:15)	Minor B Game at IBLL (6:15)		
<b>Juniors</b>					
5:5:40	Open	Juniors Practice	Open	Minor C in Cages	Minor C in Cages
5:45 Cage	Juniors Game Team	Juniors Practice	Juniors Game Teams		Juniors Game Teams
6:30	Juniors Game	Juniors Practice	Juniors Game	Panthers Practice	Juniors Game
6:30 Cage	Open	Juniors Practice	Open	Open	Open
<b>SB</b>					
5:5:40	Open	Open	Open	Open	Open
5:45 Cage	Game Teams	Game Teams	Game Teams	Game Teams	Game Teams
6:30	Game	Game	Game	Game	Game
6:30 Cage	SB Practice	SB Practice	SB Practice	SB Practice	SB Practice
<b>TB 1</b>					
5:15	TB Team 1 Practice	TB Team 2 Practice	TB Team 3 Practice	TB Team 4 Practice	Open
6:15	TB Team 5 Practice	TB Team 6 Practice	TB Team 7 Practice	TB Team 8 Practice	Open
7:15	Open	Open	Open	Open	Open
<b>TB 2</b>					
5:15	CP Team 1 Practice	CP Team 3 Practice	CP Team 5 Practice	CP Team 7 Practice	Open
6:15	CP Team 2 Practice	CP Team 4 Practice	CP Team 6 Practice	CP Team 8 Practice	Open
7:15	Open	Open	Open	Open	Open

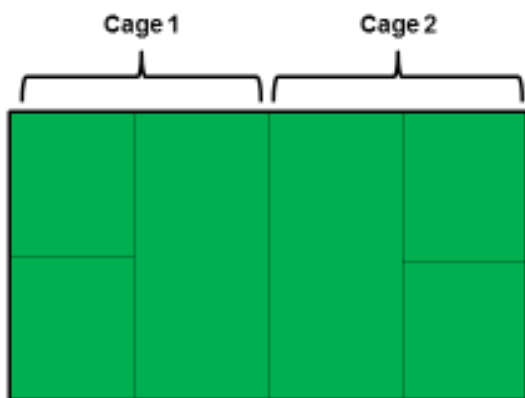
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**Weekend Schedule of Practice Slots and Games**

	Field A	IBLL Fld C	Field C	Field D	IBLL Fld F	Juniors	Softball	TB 1	TB 2	IBLL Fld A
<b>Saturday</b>		Min B Game 3	Min B Game 5	Min B Game 4						
9:00	CP Game 1	Min C Game 1	Min C Game 2	Min C Game 3	INT Game		SB CP Game	TB Game 1	TB Game 2	T-ball Game
10:15								TB Game 3	TB Game 4	
10:30	CP Game 2									CP Game 4
11:00		IBLL vs. IBLL		Min C Game 4						
11:30			Min A Game 6		INT Game					
12:00	CP Game 3									CP Game 5
1:00										
1:30										
2:00			Min A Game 5							
3:00							Challenger Game			
4:00										
<b>Sunday</b>	11:30	INT Practice	10:30 Min A Practice	Min B Practice						
12:00			Minor A Practice							
1:00			Minor A Practice							
2:00			Minor A Practice							
3:00				Min B/C						
4:00				Min B/C						
5:00			Minor A Practice	Min B/C						

11

	Monday	Tuesday	Wednesday	Thursday	Friday
<b>Cage 1</b>					
5:00	Field D Game	Field D Game	Min C	Field D Game	Field D Game
5:45	Min B	Min C	Min B	Min C	Min B
7:00	JR BB	JR BB	Min B	JR BB	JR BB
8:00	JR BB	JR BB	JR BB	JR BB	JR BB
<b>Cage 2</b>					
5:00	CP	TB	CP	SB CP	TB
6:00	Min A	Min A	Minor A	Min A	Min A
7:00	INT	INT	INT	INT	INT
8:00					



**Hitting Facility Weekly Schedule**



# Little League Volunteer Application - 2017

Do not use forms from past years. Use extra paper to complete if additional space is required.

**A COPY OF VALID GOVERNMENT ISSUED PHOTO IDENTIFICATION MUST BE ATTACHED TO COMPLETE THIS APPLICATION.**

Name \_\_\_\_\_ Date \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Social Security # (mandatory with First Advantage) \_\_\_\_\_

Cell Phone \_\_\_\_\_ Business Phone \_\_\_\_\_

Home Phone: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

Date of Birth \_\_\_\_\_

Occupation \_\_\_\_\_

Employer \_\_\_\_\_

Address \_\_\_\_\_

Special professional training, skills, hobbies: \_\_\_\_\_

Community affiliations (Clubs, Service Organizations, etc.): \_\_\_\_\_

Previous volunteer experience (including baseball/softball and year): \_\_\_\_\_

Do you have children in the program? Yes  No  If yes, list full name and what level? \_\_\_\_\_ Special \_\_\_\_\_

Certification (CPR, Medical, etc.): \_\_\_\_\_

Do you have a valid driver's license: Yes  No

Driver's License#: \_\_\_\_\_ State \_\_\_\_\_

Have you ever been convicted of or plead guilty to any crime(s) involving or against a minor? Yes  No

If yes, describe each in full: \_\_\_\_\_

Are there any criminal charges pending against you regarding any crime(s) involving or against a minor?  Yes  No  If yes, describe each in full: \_\_\_\_\_

Have you ever been refused participation in any other youth programs? Yes  No

If yes, explain: \_\_\_\_\_

In which of the following would you like to participate? (Check one or more.)

League Official  Coach  Umpire  Field Maintenance

Manager  Scorekeeper  Concession Stand  Other

Please list three references, at least one of which has knowledge of your participation as a volunteer in a youth program:

Name/Phone \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

IF YOU LIVE IN A STATE THAT REQUIRES A SEPARATE BACKGROUND CHECK BY LAW, PLEASE ATTACH A COPY OF THAT STATE'S BACKGROUND CHECK. FOR MORE INFORMATION ON STATE LAWS, VISIT OUR WEBSITE: <http://www.littleleague.org/learn/programs/childprotection/state-laws-bc-checks.htm>

AS A CONDITION OF VOLUNTEERING, I give permission for the Little League organization to conduct background check(s) on me now and as long as I continue to be active with the organization, which may include a review of sex offender registries (some of which contain name only searches which may result in a report being generated that may or may not be me), child abuse and criminal history records. I understand that, if appointed, my position is conditional upon the league receiving no inappropriate information on my background. I hereby release and agree to hold harmless from liability the local Little League, Little League Baseball, Incorporated, the officers, employees and volunteers thereof, or any other person or organization that may provide such information. I also understand that, regardless of previous appointments, Little League is not obligated to appoint me to a volunteer position. If appointed, I understand that, prior to the expiration of my term, I am subject to suspension by the President and removal by the Board of Directors for violation of Little League policies or principles.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

If Minor/Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

Applicant Name (please print or type) \_\_\_\_\_

NOTE: The local Little League and Little League Baseball, Incorporated will not discriminate against any person on the basis of race, creed, color, national origin, marital status, gender, sexual orientation or disability.

### LOCAL LEAGUE USE ONLY:

Background check completed by league officer \_\_\_\_\_ on \_\_\_\_\_

System(s) used for background check (minimum of one must be checked):  
Regulation (c)(9) Mandates First Advantage or another provider that is comparable

\*First Advantage  Sex Offender Registry Data along with a National Criminal Records check of at least 281 million records

\*Please be advised that if you use First Advantage and there is a name match in the few states where only name match searches can be performed you should notify volunteers that they will receive a letter directly from Lexipol in compliance with the Fair Credit Reporting Act containing information regarding all the criminal records associated with the name, which may not necessarily be the league volunteer.

Only attach to this application copies of background check reports that need convictions of this application.

Facility surveys may also be entered online at: <http://facilitysurvey.musco.com>

# LITTLE LEAGUE BASEBALL® & SOFTBALL NATIONAL FACILITY SURVEY

2017



League Name: \_\_\_\_\_  
 District #: 06  
 ID #: 309-06-11  
 (if needed) ID #: \_\_\_\_\_  
 (if needed) ID #: \_\_\_\_\_  
 City: Tampa State: FL

President: Scott Daigle  
 Address: 3906 W Sevilla St,  
 Address: \_\_\_\_\_  
 City: Tampa  
 State: FL ZIP: 33629  
 Phone (work): \_\_\_\_\_  
 Phone (home): 813-466-8932  
 Phone (cell): \_\_\_\_\_  
 Email: scottd@pcll.org

Safety Office: Curtis W. Hubbard  
 Address: 4501 South Himes Avenue  
 Address: \_\_\_\_\_  
 City: Tampa  
 State: FL ZIP: 33611  
 Phone (work): \_\_\_\_\_  
 Phone (home): 813-503-5289  
 Phone (cell): \_\_\_\_\_  
 Email: Chubbard8@gmail.com

### PLANNING TOOL FOR FUTURE LEAGUE NEEDS

What are league's plans for improvements?	Indicate number of fields in boxes below.		
	Next 12 mos.	1-2 yrs.	2+ yrs.
a. New fields	0	0	0
b. Basepath/Infield	1	0	0
c. Bases	0	0	0
d. Scoreboards	0	0	0
e. Pressbox	0	0	0
f. Concession stand	0	0	0
g. Restrooms	0	0	0
h. Field lighting	0	1	0
i. Warning track	0	1	0
j. Bleachers	0	0	0
k. Fencing	0	1	0
l. Bull pens	0	0	0
m. Dugouts	0	0	0
n. Other (specify): <u>Hitting Facility/ Batting Cages</u>	1	0	0

Batting Cages

2017 LL Season

No.	Questions	Field A Majors	Field B Softball	Field C Minor A	Field D Minor B	Senior Junior	Tee Ball	Tee Ball 2
1	How many cars can park in designated parking areas for this field?	101 or more	101 or more	101 or more	101 or more	101 or more	101 or more	101 or more
2	How many people will your bleachers seat for this field?	1-100	1-100	1-100	1-100	101-300	1-100	1-100
3.a.	Are the bleachers made of wood on this field?	Yes	Yes	Yes	Yes	Yes	Yes	Yes
3.b.	Are the bleachers made of metal on this field?	Yes	Yes	Yes	Yes	Yes	Yes	Yes
3.c.	Are bleachers for this field made of material other than wood or metal?	No	No	No	No	No	No	No
4	If bleachers are made of metal, is a ground wire attached to a ground rod?	No	No	No	No	No	No	No
5	If bleachers are made of wood, are they inspected annually for safety?	Yes	Yes	No	No	No	No	No
6	Is there a safety railing at the top/back of bleachers for this field?	Yes	Yes	No	No	No	No	No
7	Is there a handrail up the sides of bleachers for this field?	Yes	No	No	No	No	No	No
8.a.	Is permanent telephone service available for this field?	No	No	No	No	No	No	No
8.b.	Is cellular telephone service available for this field?	Yes	Yes	Yes	Yes	Yes	Yes	Yes
9.a.	Is a permanent public address system available for this field?	Yes	Yes	Yes	No	Yes	No	No
9.b.	Is a portable public address system available for this field?	No	No	No	No	No	No	No
10	Is there a pressbox for this field?	Yes	Yes	Yes	Yes	Yes	No	No
11	Is there a scoreboard for this field?	Yes	Yes	Yes	No	Yes	No	No
12	Are adequate bathroom facilities available for this field?	Yes	Yes	Yes	Yes	Yes	Yes	Yes
13	Are permanent concession stands available for this field?	Yes	Yes	Yes	Yes	Yes	Yes	Yes
14	Are mobile concession stands available for this field?	No	No	No	No	No	No	No
15	Is this field completely fenced?	Yes	Yes	Yes	Yes	Yes	No	No
16.a.	Is the fencing made of chainlink on this field?	Yes	Yes	Yes	Yes	Yes	Yes	Yes
16.b.	Is the fencing made of wood on this field?	No	No	No	No	No	No	No
16.c.	Is the fencing made of wire on this field?	No	No	No	No	No	No	No
17.a.	Is the basepath material on this field is sand, clay or soil mix?	Yes	Yes	Yes	No	Yes	Yes	Yes
17.b.	Is the basepath material on this field is ground burnt brick?	No	No	No	No	No	No	No
17.c.	Is the basepath material on this field other than sand, clay, soil mix or ground...	No	No	No	Yes	No	No	No
17.d.	If yes to other material, what is the basepath material on this field?				claygrass			



No.	Questions	Field A Majors	Field B Softball	Field C Minor A	Field D Minor B	Senior Junior	Tee Ball 1	Tee Ball 2
18.a.	Is non-caustic lime used to mark the baselines on this field?	Yes	Yes	Yes	Yes	Yes	Yes	Yes
18.b.	Is spray paint used to mark the baselines on this field?	No	No	No	No	No	No	No
18.c.	Is commercial marking used to mark the baselines on this field?	No	No	No	No	No	No	No
19	Is the infield surface grass?	Yes	No	Yes	Yes	Yes	Yes	Yes
20	Does this field have a conventional dirt pitching mound?	Yes	Yes	Yes	Yes	Yes	Yes	Yes
21	Does this field have a temporary pitching mound?	No	No	No	No	No	No	No
22	Are there foul poles on this field?	Yes	Yes	Yes	Yes	Yes	No	No
23	Is there a backstop behind home plate on this field?	Yes	Yes	Yes	Yes	Yes	Yes	Yes
24.a.	Is there an outfield warning track for this field?	Yes	Yes	Yes	No	Yes	No	No
24.b.	If yes, what width is the warning track?	6.00	6.00	6.00	0.00	6.00	0.00	0.00
25	Is there a batter's eye (screen/covering) at center field on this field?	Yes	Yes	Yes	Yes	Yes	No	No
26	Is there a pitcher's eye (screen/covering) behind home plate on this field?	No	No	No	No	No	No	No
27	Does this field have protective fences in front of the dugouts?	Yes	Yes	Yes	Yes	Yes	Yes	Yes
28	Is there a protected on-deck batter's area on this field?	No	No	No	No	No	No	No
29	Are fenced limited access bull pens available for this field?	Yes	Yes	No	No	Yes	No	No
30	Is a first aid kit provided for this field?	Yes	Yes	No	Yes	Yes	No	No
31.a.	Do bleachers for this field have overhead screens for spectator foul ball protec...	Yes	Yes	Yes	Yes	Yes	No	No
31.b.	Do bleachers for this field have fencing behind for spectator foul ball protecti...	No	No	No	No	No	No	No
32	Do your bases disengage from their anchors? (Mandatory since 2008)	Yes	Yes	Yes	Yes	Yes	No	No
33	Is this field lighted?	Yes	Yes	Yes	Yes	Yes	No	No
34.a.	Are light levels at/above Little League standards?	Yes	Yes	Yes	Yes	Yes	No	No
34.b.	Light levels on this field are not known?	No	No	No	No	No	No	No
35.a.	Are there wood poles on this field?	No	No	No	No	No	No	No
35.b.	Are there steel poles on this field?	Yes	Yes	Yes	Yes	Yes	No	No
35.c.	Are there concrete poles on this field?	No	No	No	No	No	No	No
36	Is the electrical wiring to each pole on this field is underground?	Yes	Yes	Yes	Yes	Yes	No	No

No.	Questions	Field A Majors	Field B Softball	Field C Minor A	Field D Minor B	Senior Junior	Tee Ball 1	Tee Ball 2
37	Are there ground wires connected to ground rods on each pole on this field?	Yes	Yes	Yes	Yes	Yes	No	No
38.a.	Was the electrical system on this field tested/inspected in last two years?	No	No	No	No	No	No	No
38.b.	What month/year was electrical system testing done on this field?							
38.c.	Were the light levels on this field tested/inspected in the last two years?	No	No	No	No	No	No	No
38.d.	What month/year was the light level testing done on this field?							
39.a.	Was the electrical system on this field tested/inspected by a qualified techni...	No	No	No	No	No	No	No
39.b.	Were the light levels on this field tested/inspected by a qualified technician?	No	No	No	No	No	No	No
40.a.	Does field have limitation on amount of time for practice?	Yes	No	No	No	Yes	No	Yes
40.b.	Does field have limitation on number of teams or games?	No	No	No	No	Yes	No	Yes
40.c.	Does field have limitation on scheduling and/or timing?	No	No	No	No	Yes	No	Yes
41.a.	Is this field owned by a municipality?	Yes	Yes	Yes	Yes	Yes	Yes	Yes
41.b.	Is this field owned by a school?	No	No	No	No	No	No	No
41.c.	Is this field owned by a league?	No	No	No	No	No	No	No
42.a.	Municipality is responsible for operational energy costs on this field?	Yes	Yes	Yes	Yes	Yes	Yes	Yes
42.b.	School is responsible for operational energy costs on this field?	No	No	No	No	No	No	No
42.c.	League is responsible for operational energy costs on this field?	No	No	No	No	No	No	No
43.a.	Municipality is responsible for operational maintenance on this field?	Yes	Yes	Yes	Yes	Yes	No	No
43.b.	School is responsible for operational maintenance on this field?	No	No	No	No	No	No	No
43.c.	League is responsible for operational maintenance on this field?	Yes	Yes	Yes	Yes	Yes	Yes	Yes
44.a.	Municipality is responsible for improvements on this field?	No	No	No	No	No	No	No
44.b.	School is responsible for improvements on this field?	No	No	No	No	No	No	No
44.c.	League is responsible for improvements on this field?	Yes	Yes	Yes	Yes	Yes	Yes	Yes
44.d.	Other group is responsible for improvements on this field?	No	No	No	No	No	No	No
45.a.	Is T-ball and Minor League baseball played on this field?	Yes	Yes	Yes	Yes	No	Yes	Yes
45.b.	Is Major division baseball played on this field?	Yes	No	No	No	No	No	No
45.c.	Is Junior, Senior and Big League baseball played on this field?	No	No	No	No	Yes	No	No

**FIELD DIMENSION DATA**

Please complete for each field. Use additional space if necessary.

Field No.	Height of outfield fence	Distance from home plate to:				Foul territory distance from:					
		Outfield fence			Back stop	Left field line to fence at:			Right field line to fence at:		
		Left	Center	Right		Home	3rd	Outfield foul pole	Home	1st	Outfield foul pole
Field A	6.00	210.00	210.00	210.00	26.00	26.00	26.00	10.00	26.00	26.00	4.50
Field B	6.00	200.00	20.00	200.00	25.00	25.00	25.00	10.00	25.00	25.00	10.00
Field C	6.00	185.00	185.00	185.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00
Field D	6.00	205.00	205.00	205.00	20.00	20.00	20.00	10.00	20.00	20.00	10.00
Softball	6.00	335.00	335.00	335.00	29.00	29.00	35.00	20.00	29.00	35.00	20.00
Tball 1	6.00	73.00	0.00	0.00	16.00	16.00	10.00	16.00	16.00	10.00	16.00
Tball 2	6.00	0.00	73.00	0.00	16.00	16.00	10.00	10.00	16.00	10.00	10.00
8											
9											
10											
11											
12											
13											
14											
15											
16											
17											
18											
19											
20											

Return completed survey with safety program registration and supporting materials by April 1, 2017

Mailing address:  
 Little League International  
 PO Box 3485  
 Williamsport, PA 17701

Shipping address:  
 Little League International  
 539 US Route 15 Hwy.  
 South Williamsport, PA 17702

Leagues completing their facility survey online at <http://facilitysurvey.musco.com> should include it with safety plan submission.

2017



Palma Ceia Little League  
League Name

06  
District #

309-06-11  
League ID #

Submit this page with your hardcopy ASAP plan rather than the completed 2016 Facility Survey

### **Accident Reporting and Tracking:**

- An incident that causes any player, manager, coach, umpire, or volunteer to receive medical treatment and/or first aid **must be reported to the league Safety Officer within 48 hours of incident.** This includes even passive treatments such as the evaluation and diagnosis of the extent of the injury or periods of rest. The league Safety Officer will log all reported incidents and track as noted below.

### **How to Make a Report:**

- The League will provide hardcopy printouts of the Incident / Injury Tracking Report with all First Aid kits that are provided to every Team as part of the standard issue equipment. This will allow teams to have the form with them when traveling to other towns. In addition, copies of this form will be kept in the concession stand and equipment shed at the Ryan Land Fields.

- A coach or league official must complete an incident/injury tracking report as soon as possible after the incident occurs and notify the league Safety Officer via telephone or email of the incident. The coach or official may either deliver the form to the Safety Officer or leave the form in the PCLL mailbox so that he can receive this information in a timely manner.

- Within 2 days following the incident, the Safety Officer will contact the injured party or the party's parents and:

- (1) Verify the information received;
- (2) Obtain any other information deemed necessary;
- (3) Check on the status of the injured party; and
- (4) In the event that the injured party required other medical treatment (i.e., Emergency Room visit, doctor's visit, etc.) will advise the parent or guardian of the PCLL's insurance coverage and the provisions for submitting any claims.

- If the extent of the injuries is more than minor in nature, the Safety Officer shall periodically call the injured party to:

- (1) Check on the status of any injuries, and
- (2) Determine if any other assistance is necessary in areas such as submission of insurance forms, etc. The Safety Officer will continue this process until such time as the incident is considered "closed" (i.e., no further claims are expected and/or the individual is participating in the league again). An Accident Notification Form will be generated and sent to Little League Headquarters in Williamsport (Attention: Dan Kirby, Risk Management Department) and reported to the District Safety Officer when required. All incidents, accidents, and safety violations should be reported to the Safety Officer within 48 hours of the incident. Timely reporting of safety violations is a key factor in promptly dealing with safety issues including preventative measures or corrections that may protect a child from harm in the future.

## Lanyard / Background Checked Individuals (2017): 261 Total (+/-)

Abercrombie, Bill	Compton, David	Hageman, Jon
Abercrombie, Cameron	Compton, Laura	Hageman, Kelly
Anderson, John	Compton, Welty	Hall, Clay
Anderson, Rod	Connors, Chris	Hall, Jason
Arcos, Paul	Connors, <u>ToniAnn</u>	Hanlon, Morton
Bak, Jeff	Cook, Charles	Hanlon, Patrick
Barnum, Kevin	Courter, Steve	Hanson, Peter
Batoff, Evan	<u>Credito, Brian</u>	Hardee, Bill
Bell, Chad	Cruz, Raul	Harding, Tony
Bell, Christopher	Daigle, Laurie	Hatfield, Jon
Berry, Carl	Daigle, Scott	Hawkins, Stephanie
Berry, Layce	<u>Debourg, Roberto</u>	Henderson, Melissa
Besece, Scott	<u>DeCarlo, James</u>	Henderson, Robert
Bishko, Nicole	<u>Delise, Damon</u>	Hershberger, Jonathan
Bomstein, Josh	<u>DiFranco, Peter</u>	Hodges, Lindsey
Boussy, Pete	Doyle, Matt	Holden, Jennifer
Bradley, Wendi	Drab, Kenneth	Holden, Wes
Branagan, Brian	<u>Dutkowsky, Kevin</u>	<u>Hollonbeck, Kent</u>
Branagan, Kim	<u>Eckenroth, Bob</u>	<u>Hollonbeck, Tammy</u>
Branton, Christopher	<u>Eckerty, Dawn</u>	Horning, Jase
Braswell, Dennis	Farmer, Rod	Hubbard, Curt
Brawley, Frank	<u>Felsen, Jordan</u>	Hudson, Larry
Brill, Janice	Fenton, Sean	<u>Hufnagle, Bryan</u>
Brown, Chris	Fernandez, Daniel	<u>Hufnagle, Shantae</u>
Brown, Lance	Ferreira, Jose	Hyatt, Kenny
Brun, Amy	<u>Fischetti, Daniel</u>	<u>Iarossi, Brooke</u>
Brun, Joseph	Fogarty, Dan	<u>Iarossi, Tom</u>
Burke, Bill	<u>Fogg, Jessica</u>	Ibanez, Henry
Cackovic, Craig	<u>Fogg, Joshua</u>	<u>Ippolito, Louis</u>
Caglianone, Jeff	Font, Alina	<u>Jennewein, Jon</u>
Cain, Richard	Font, Carlos	Jennis, Lori
Camacho, Anita	Fowler, Carrie	Jimenez, Matt
Camacho, Marc	Fowler, Jason	Johnson, Joe
Capobianco, Maurice	Fritz, Tim	Johnson, Michael
Capps, Tim	Fultz, Todd	Jones, Greg
Carideo, Mike	<u>Geise, Josh</u>	Jones, Greg**
Carvallo, Heather	<u>Geise, Tara</u>	Jones, Jason**
Cavallaro, Maria	<u>Giglia, Brian</u>	<u>Kadow, William</u>
Chang, Johnny	Gilbert, Brett	Keats, Halsey
Chang, Renee	<u>Glogin, Ryan</u>	Kellogg, Chad
Chowning, Michael	<u>Gotfried, Andrew</u>	<u>Kerstetter, Jonathan</u>
Cisneros, Carlos	<u>Gotfried, Lindsee</u>	<u>Killgoar, Tim</u>
Clendenin, William	<u>Grabon, Bryan</u>	Kim, Do
Cohen, Jim	Greco, Kyle	Kin, Steve
Collier, Amanda	Green, April	<u>Kirkner, Joe</u>
		Kittredge, Michael

## Lanyard / Background Checked Individuals (2017)

Klace, Tim  
Kolbe, Antoinette  
Kopp, William  
Korb, Jeffrey  
Kravetz, David  
Langford, Jay  
Lawhorn, Richard  
Leach, Rachel  
Leon, Ryan  
Lessinger, Michael  
Lewis, Christopher  
Lieb, Gregory  
Lopez, Marcos  
Lorenzo, Arthur  
Lund, Eric  
Manship, Danielle  
Manship, Jesse  
Massicotte, Joe  
McClain, Darren  
McCurdy, Jason\*\*  
Meade, Robert  
Medina, AJ  
Meguiar, Kimberly  
Meguiar, Robert  
Mize, Rich  
Mobilio, Joe  
Montera, Nick  
Mozingo, Jim  
Mulfinger, Charlie  
Neff, Mike  
Nowell, Nick  
Nudd, Keneisha  
O'Brien, Mark  
O'Brien, Matt  
O'Connor, Patrick  
Ortega, Elizabeth  
Overstreet, Brian  
Parkinson, Ed  
Parri, Matt  
Pavliga, Joe  
Perkins, Keith  
Pevnick, Seth  
Pierson, Doug  
Poland, Kevin  
Poley, Scott  
Prabakaran, Nagul

Prieto, Alex  
Quinlan, Dean  
~~Raeckers, Gary~~  
Raines, Erik  
Ramey, Emily  
Ramirez, Dan  
Ramirez, David  
Ramirez, Juan  
~~Ringhoff, Daniel~~  
Rios, Jesse  
Roberts, Ned  
Rocha, Michael  
~~Rockey, Eric~~  
Rodriguez, Brandon  
Rodriguez, Maria  
Rodriguez, Patrick  
Rogers, Harry  
~~Rogerson, Todd~~  
Rojas, Sergio  
Rosario, Ruben  
~~Salzer, Michael~~  
Satin, Jeff  
~~Schermbeck, Andy~~  
~~Schlossnagle, Phil~~  
~~Schobert, Paul~~  
~~Schuck, Matthew~~  
Schuster, Tony  
Schwartz, Dara  
~~Scionti, Enid~~  
~~Scionti, Joe~~  
Scott, Brian  
~~Sentlingar, Steve~~  
~~Silcox, Daniel~~  
Snyder, Matt  
Solomon, Eric  
~~Sostre, Luis~~  
Staley, Dan  
~~Stechschulte, Ben~~  
Stephens, Ben  
~~Stites, Chip~~  
Stone, Sean  
~~Strazdas, Povilas~~  
~~Streicher, Craig~~  
Sweet, Jeff  
~~Szwejkowski, Michael~~  
Taggart, Joe

Thomas, Raymond  
Thompson, Jake  
~~Tini, Stefano~~  
Torres, David  
~~Townley, William~~  
~~Trombley, Wes~~  
Tune, Brandy  
Tune, Rob  
Valdes, Jody  
~~Valenti, Joseph~~  
Vandal, Geoff  
Vandal, Mindy  
~~VanOverbeke, Pryor~~  
Varner, Joe  
~~Varsalona, Derek~~  
~~Veloz, Jovany~~  
~~Vermette, Jay~~  
~~Vitolo, Antonio~~  
Warren, Alexandra  
Warren, Andrew  
Watts, Matt  
~~Wehrell, Mike~~  
Williams, David  
Williams, Wes  
Wilson, John|  
Wise, Scott  
Woodruff, Adam  
Woodruff, Erica  
~~Wriggins, Amanda~~  
~~Wriggins, Matt~~  
~~Sawdy, Ryan~~  
Hamelin, Ashley  
Gilliam, Craig



# 2017 Qualified Safety Program Registration Form



**Registering your qualified safety plan is as easy as 1, 2, 3!**

- 1) Complete all four sides of this Registration Form;
- 2) Complete the 2017 Facility Survey for all fields your league uses (DO NOT copy last year's form);
- 3) Submit **both** forms with your complete safety plan — including all 15 minimum requirements clearly detailed — online or with a **postmark** no later than **March 31, 2017**. This will register your safety program with Little League International (see pages 2.1-2.3 for more information). Due to the volume of plans received, plans may be submitted starting **Jan. 1, 2017**.

Safety plans approved prior to the posted deadline will win your league a cash award based on the number of teams your safety plan covers, if your league participates in the AIG Group Accident Insurance for local Little Leagues. In addition, your program will automatically be entered in the 2017 ASAP Awards!

**District Administrators:** To earn the district incentive for ASAP participation, a district's league plans must be *received and approved by Little League International by March 10*. This is different than the league deadline and requirement. Districts with **87%** or better of their leagues that LLI received an approved and qualified safety plan by March 10 will earn a **\$350** credit. Districts with 70%-86% of their leagues that LLI received an approved and qualified safety plan by March 10 will earn a **\$150** credit.

## This Registration Form MUST Accompany Safety Plan Submission

League Name <u>Palma Gira Little League</u>	League I.D. # <u>0309-06-11</u>
City <u>Tampa</u> State <u>FL</u>	League I.D. # _____
(If board operates more than one charter, please list all: League I.D. # _____)	

League Safety Officer <u>Curtis W. Hubbard</u>	League President <u>Scott PAIGE</u>
Address <u>3617 E. Belle Me Ctr</u>	Address <u>3906 W. Sevilla St</u>
City <u>Tampa</u>	City <u>Tampa</u>
State <u>FL</u> Zip Code <u>33629</u>	State <u>FL</u> Zip Code <u>33629</u>
Work Telephone ( ) _____	Work Telephone ( ) _____
Home Telephone <u>(813) 7503-5289</u>	Home Telephone <u>(813) 466-3932</u>
Cell/Pager Number ( ) _____	Cell/Pager Number ( ) _____
Email <u>chubbard8@gmail.com</u>	Email <u>scott@pcell.org</u>

Items included with this application form:  
 # of pages of league's safety program outline: 74  
 # of non-returnable photographs:           

Person submitting application (if different from above):

Name \_\_\_\_\_ Title \_\_\_\_\_  
 Address \_\_\_\_\_ City \_\_\_\_\_  
 State \_\_\_\_\_ Zip Code \_\_\_\_\_ Telephone ( ) \_\_\_\_\_

Signature Curtis Date 9 MAR 17

Name and signature of professional photographer to be credited and granting permission for reproduction of photographs (if applicable)

**Return this form and 2017 Little League Facility Survey, along with supporting safety manual, to:**

Mailing Address: ASAP Award Program Little League International P.O. Box 3485 Williamsport, PA 17701	or	Shipping Address: ASAP Award Program Little League International 539 U.S. Route 15 Hwy. So. Williamsport, PA 17702
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**Returned & Approved by March 10 for DA incentive or no later than March 31 for basic approval**

Over →

# Qualified Safety Plan Requirements

## Making It "Safer For The Kids"



These two pages contain the 15 minimum requirements for your safety plan to qualify for the cash award if you take Little League AIG player accident insurance. Page 4 provides a list of ways to improve on the minimum requirements. *This form does not constitute a safety program. Please submit the safety manual that was distributed to league personnel, this form and your facility survey, as well as any other supporting pieces illustrating your safety program. Please specify all areas on which you wish your program to be judged (facilities improvements, safety equipment usage, etc.), and document to the best of your ability those changes (photos, forms, written procedures, etc.). Judging: All judging will be conducted based on the material submitted. Non-original safety plans will not be considered for the awards.*

**\* Please List Page Number Where Each Item Below Is Located In Your Safety Plan**

• Please list dates when training was/will be held; and where each requirement can be found in your plan.

**1. Have active safety officer on file with Little League International**

1. Page: 9

**2. PUBLISH and DISTRIBUTE a paper copy of the applicable safety manual to safety manual to volunteers**

2. Page: 9

- The intent is to print and distribute the safety plan to all staff: concession manual to concession workers, equipment policies to facilities crew, first aid to managers and coaches, etc. Keep copies in common areas for all volunteers.
- While safety plans may be posted on the internet, individuals must be provided with printed copies to carry with them to the areas where their duties are performed.
- Samples can be found in the example safety manuals on the LL web site.
- Include all relevant material for coaches, including these minimum standards.
- Keep a copy for your league. Send a copy to your DA or District Safety Officer. Little League International does not keep copies for leagues' future use.

Do you have a website? YES  NO

Is your Safety Plan posted on your website? YES  NO

**3. Post and distribute emergency and key officials' phone numbers**

3. Page: 10/12

- Include emergency procedures for handling injuries and who to contact to track/report them.
- Include emergency phone numbers for ambulance, police, fire department, etc.
- Include league president and safety officer, consider head umpire, board members.

**4. Use 2017 Volunteer Application Form**

4. Page: 61

- Managers, coaches, board members and any other persons, volunteers or hired workers, who provide regular services to the league and/or have repetitive access to or contact with players or teams must fill out application form as well as provide a government-issued photo identification card for ID verification. Check name spellings and numbers for accuracy.
- Must conduct a search of the Department of Justice's nationwide sex offender registry, using 2017 Volunteer Application Forms, on all applicable volunteers.
- Information on running background checks that contain not only those on a sex offender registry, but other crimes of a sexual and non-sexual nature, can be found on the Little League website.
- May conduct a supplemental criminal background check using resources such as First Advantage.
- Anyone refusing to fill out Volunteer Application is ineligible to be a league member.
- League president must retain these confidential forms for the year of service.
- Do not send in volunteers' forms; blank copy of league's application form from correct year should be sent.
- When using First Advantage for background checks, Social Security numbers are required. You must enter these numbers into the database and then redact the social security number and/or other personal information from the paper copy for added protection.

**5. Provide and require fundamentals training, with at least one coach or manager from each team attending (fundamentals including hitting, sliding, fielding, pitching, etc.)**

5. Page: 7/11

- It is not necessary for the first aid and training fundamentals to be held before the Safety Plan is submitted. It is acceptable for scheduled dates/locations to be listed to meet requirement.
- Document date, location, who is required to attend and who did attend. Save copies of attendees to track their participation for future use. Intent is to provide training to ALL coaches and managers; minimum of one participant per team.
- Training qualifies volunteer for 3 years; but one team representative still required each year.
- High school, college or experienced league coaches can be great resources.
- Districts can assist by providing training sessions on a district-wide basis.
- Training should be modified annually to meet the local needs of players and their facilities.

5. Date Was/ Will Be Held: JAN 17

5. Date Was/ Will Be Held: JAN 17

Multiple Instances

# Qualified Safety Plan Requirements

## Making It "Safer For The Kids"



6. **Require first-aid training for coaches and managers, with at least one coach or manager from each team attending**  
• It is not necessary for the first aid and training fundamentals to be held before Safety Plan is submitted. It is acceptable for scheduled dates/locations to be listed to meet requirement.  
• Due to their training and education, it is not necessary for licensed medical doctors, licensed registered nurses, licensed practical nurses and paramedics to attend first aid training in order to meet requirement; however, it is recommended that leagues utilize these professionals from their league/community to present the training.  
• Other individuals who attend various outside first aid training and courses are not exempt.  
• Document date, location, who is required to attend and who did attend. Save copies of attendees to track their participation for future use to show that they have had training in past three years. Again, the intent is to provide training to ALL coaches/managers; minimum of one participant per team.  
• Training qualifies volunteer for 3 years, but one team representative still needed each year.
6. Page: 9/11  
6. Date Was/ Will Be Held: Jan-Feb 17  
Multiple  
6. Date Was/ Will Be Held: Jan-Feb 17  
Multiple
7. **Require coaches/umpires to walk fields for hazards before use**  
• Recommend leagues use form to track and document any facility issues needing to be fixed.  
• Common sense activity — look for rocks, glass, holes, etc.  
• Specify who is responsible for doing this — home coach, visitors, umpire, or all?
7. Page: 19
8. **Complete the 2017 ANNUAL Little League Facility Survey**  
• A requirement each year, can help leagues find and correct facility concerns.  
• Provided in the ASAP section on the Little League web site — [facilitiesurvey.musco.com](http://facilitiesurvey.musco.com) or email [asap@musco.com](mailto:asap@musco.com)  
• DO NOT simply make copy of past year's facility survey; physically review fields for changes and needs from prior year's survey, and record changes/needs on 2017 form.  
• Keep a copy on file for future needs; Little League does not maintain copies of surveys.
8. Page: 62
9. **Written safety procedures for concession stand; concession manager trained in safe food handling/prep and procedures**  
• Local restaurant operators are good resources for training assistance.  
• Training should also cover safe use, care and inspection of equipment.  
• See concession suggestions: April and June, 2000, issues of ASAP News available on Little League's website.
9. Page: 46
10. **Require regular inspection and replacement of equipment**  
• Inspect equipment before each use by coaches and umpires.  
• Don't just discard bad equipment: destroy it or make it unusable to stop children from attempting to "save it" from waste.  
• Recommend use form to remind coaches and to track equipment needs.
10. Page: 46
11. **Implement prompt accident reporting, tracking procedure**  
• Accident forms to safety officer within 24-48 hours of incident is common.  
• Forms are available through Little League website.  
• Track "near-misses" as a proactive tool to evaluate practices and avoid future injuries.  
• Share information on accidents and "near-misses" with District staff.
11. Page: 56
12. **Require a first-aid kit at each game and practice**  
• Many leagues have a complex, but each team needs some form of first-aid kit for off-site practices or travel/tournament games.  
• Local hospitals and medical supply companies are good sources.  
• If necessary, fund through special drive.
12. Page: 40
13. **Enforce Little League rules including proper equipment**  
• Most Little League rules have some basis in safety — follow them.  
• Ensure players have required equipment at all times, even catchers warming up during infield.  
• Make sure coaches and managers enforce rules at practices as well as games.  
• Make sure all fields have all bases that disengage from their anchors, as required starting in 2008.  
• Remind managers, coaches they are not allowed to catch pitchers (Rule 3.09); this includes standing at backstop during practice as informal catcher for batting practice.
13. Page: Jan 17  
(8.22)
14. **Submit league player registration data or player Roster data and coach and manager data**  
• League player registration data or player roster data and coach and manager data must be submitted via the Little League Data Center at [www.LittleLeague.org](http://www.LittleLeague.org). This is a requirement for an approved ASAP plan.
14. Page: 52
15. **Submit a qualified safety plan registration form with your ASAP plan.**
15. Page: 69

# 2017 Qualified Safety Program Registration Form



## Highly Recommended Ideas

Looking to improve your program? Here are ideas pulled from the leading safety plans in the country:

### ORGANIZATION

- |   |                    |
|---|--------------------|
| 16. Conduct supplemental criminal checks on all applicable personnel (i.e., thru First Advantage) | 16. Page: <u>8</u> |
| 17. Have your safety plan reviewed by your DA or DSO  | 17. Page: _____    |
| 18. Include the safety officer as a board position  | 18. Page: <u>8</u> |
| 19. Have team safety representatives (i.e. team parents)  | 19. Page: _____    |
| 20. Have player safety representatives (i.e. team safety officers)                                | 20. Page: _____    |
| 21. Allocate part of annual budget for safety   | 21. Page: _____    |
| 22. Distribute ASAP News newsletters within league  | 22. Page: <u>8</u> |
| 23. Use local safety resources (i.e. police, fire dept., hospital staff)                          | 23. Page: <u>8</u> |
| 24. Have league safety mission statement  | 24. Page: _____    |

### TRAINING

- |   |                     |
|---|---------------------|
| 25. Provide CPR/AED training to coaches, managers, board members, parents   | 25. Page: <u>7</u>  |
| 26. Provide bicycle and traffic training to players   | 26. Page: <u>45</u> |
| 27. Provide drug education training to players and volunteers   | 27. Page: _____     |
| 28. Provide Parent Orientation Program on Code of Conduct   | 28. Page: <u>16</u> |
| 29. Teach coaches/managers about heat illnesses, warning signs  | 29. Page: <u>8</u>  |
| 30. Teach coaches/managers about stopping play, breaks for weather:<br>• Stop play for lightning; take breaks between innings for water, shade in high heat | 30. Page: <u>8</u>  |
| 31. Teach coaches/managers about sports fundamentals, like:<br>• Proper warm-ups, running safe practices and games  | 31. Page: <u>8</u>  |
| 32. Involve umpires in safety training and safety importance  | 32. Page: <u>16</u> |

### FACILITIES AND EQUIPMENT

- |   |                     |
|---|---------------------|
| 33. Complete annual LL Lighting Safety Audit for lighted fields               | 33. Page: _____     |
| 34. Complete a long-range facility plan for safety improvements               | 34. Page: <u>8</u>  |
| 35. Use reduced impact balls, especially for younger ages                     | 35. Page: <u>8</u>  |
| 36. Use disengage-able bases (mandatory starting in 2008) for ALL fields      | 36. Page: <u>8</u>  |
| 37. Use double-first base to avoid collisions of fielders, runners at first   | 37. Page: <u>8</u>  |
| 38. Use warning tracks in the outfield to protect outfielders                 | 38. Page: <u>8</u>  |
| 39. Use protective/padded fence tops to protect fielders                      | 39. Page: <u>8</u>  |
| 40. Use fencing or netting to protect spectators from foul balls              | 40. Page: <u>8</u>  |
| 41. Have a telephone available to all fields even for practices               | 41. Page: <u>8</u>  |
| 42. Have back guard rails and side rails on taller bleachers                  | 42. Page: <u>8</u>  |
| 43. Have an AED (automatic external defibrillator) available for use          | 43. Page: <u>8</u>  |
| 44. Have electronic weather detector to alert for approaching storms          | 44. Page: <u>8</u>  |
| 45. Have guidelines for safe equipment usage (i.e. no riders on mowers, etc.) | 45. Page: <u>46</u> |
| 46. Control speed and flow of traffic in and around facilities                | 46. Page: <u>46</u> |

### ACTIVITIES

- |  |                    |
|--|--------------------|
| 47. Encourage league input through 'Safety Suggestion Box'   | 47. Page: <u>8</u> |
| 48. Provide continuous safety messages through:<br>• Bulletin boards, newsletters, emails, meetings                          | 48. Page: <u>8</u> |
| 49. Encourage and recognize safety efforts from players:<br>• Safety poster contest, safety tips, player team safety officer | 49. Page: _____    |
| 50. Require/Encourage use of protective cups for players, esp. infielders  | 50. Page: <u>8</u> |
| 51. Require/Encourage use of mouth guards for players, esp. infielders   | 51. Page: <u>8</u> |
| 52. Require/Encourage use of face guards on batting helmets  | 52. Page: <u>7</u> |
| 53. Encourage all adults to sign up for Little League E-News   | 53. Page: _____    |