

# **Safety Plan**

**2017**

**New London Little League**

## **Safety Plan**

League Identification Number

207-10-09

P.O. BOX 225

New London, CT 06320

Welcome Managers, Coaches, Volunteers, and Parents,

The attached packet is our Little League's Safety Plan for the upcoming season. It has been formulated and approved by the Board of Directors. By submitting this approved plan to Little League Headquarters, we are entitled to numerous incentives to make our program run more efficiently. We hope that as the years go by; this plan can be revised and updated for the better. The safety of everyone involved with New London Little League, especially the kids, is of utmost importance. This plan discusses specific guidelines and criteria that insure the safe operation of Little League Baseball in New London.

Reading and acknowledging this plan is mandatory. All managers and coaches must familiarize themselves with the plan and it must be adhered to. This plan will also be made available to the parents, umpires and concession stand workers. Hopefully by having this plan, New London Little League can maintain the highest possible standard of safety attainable.

Each year New London Little League will submit a Safety Plan to ensure a safe and efficient baseball season. Your feedback and suggestions are an important part of this. If anyone feels they can contribute by suggesting or recommending ways to improve the safety of New London Little League, please feel free to contact any Board Member. Have a safe, exciting and fun Little League season.

Richard Fraser

New London Little League Safety Director

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## **Introduction**

**For New London Little League to be ASAP compliant, we must file an approved Safety Plan that meets certain criteria with Williamsport at the start of each spring season. Managers and coaches should use this Safety Plan. A copy of the 2017 Safety Plan will be made available to all parents, through the website, to view.**

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

The League Safety Director is a Member of the New London 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. It is then submitted to Williamsport and is on file with Little League Headquarters.

The League President and Safety Director have primary responsibility for ensuring the entire League complies with the Safety Plan. However, the entire New London Little League Board of Directors shares the responsibility for promoting the awareness and its compliance as well.

For 2017, our Safety Director is Richard Fraser, M.D. Richard is the League's primary contact for any safety related issues.

## **New London Little League Safety Plan Mission Statement**

The purpose of the New London Little League Safety Plan is to introduce and enforce guidelines for a safe playing environment. This is achieved through educating and informing. This Safety Plan includes the Conduct Code and Safety Code for both parents and players. All participants, volunteers, employees, spectators and guests are bound by the guidelines set forth in these documents.

## **Goals**

We will provide the opportunity for our children to participate at their own level in order to help them develop:

- **Physically:** Learning and improving their athletic skills and physical condition while avoiding injuries.
- **Psychologically:** Learning to control their emotions and develop positive feelings of self-worth and confidence.
- **Socially:** Learning the importance of teamwork, sportsmanship and observance of the rules.

## **New London Little League**

### **Board of Directors Positions**

President

Aimee Lee – 860.857.4246

Vice President

Kristin Cumberlander - 860.271.1516

Player Agent

Guadalupe Cuellar-Mitchell – 860.574.0775

Treasurer

Mark Matson - 860.405.5470

Secretary

Andria Fraser – 860.333.2965

Safety Director

Richard Fraser – 860 460 9794

Concession Director

Vacant

Fundraising Director

Vaughn Dowsett - 860.912.8863

Major League Baseball Director

John Satti – 860 287 0526

Field Director

Isaak Lazarou – 860 235 7419

Softball Director

Brian Egan – 860.334.5271

Training/Recruitment Director

Jerome Cumberlander – 860.912.4571

Equipment Manager

Greg Santora - [gsantora75@gmail.com](mailto:gsantora75@gmail.com)

Umpire in Chief

Vacant

## **Communications**

### **Contact & Communication**

The New London Little League Board of Directors are committed to make themselves accessible to the entire League. For the League to function effectively, communication is

imperative. Feel free to contact anyone on the Board by calling the numbers listed on the previous page. New London board member will return your call ASAP.

### **New London Little League Web Site**

Today, there is a wealth of baseball knowledge available to managers, coaches, players, parents and umpires via the Internet. New London Little League maintains a web site:

[www.newlondonlittleleague.com](http://www.newlondonlittleleague.com)

This first site is the League's primary media outlet to inform all that are involved in New London Little League of upcoming dates and events, scores and standings, game highlights. The second site has forms and other information related to Field Cleanups, Special Events, and Contact information. We hope to have minutes and meeting schedules here in the future.

The Board of Directors has recommended select websites for baseball training and information. There is a separate page on our site that lists numerous links to other baseball sites for the purpose of baseball training and running effective practices.

The New London Little League encourages all parents & guardians to subscribe to Little League E-news to find out all the latest in Playing & Safety tips to help young players develop safely. Sign up at <http://www.littleleague.org/>.

### **Reporting All EMS, Fire Department & Police Incidents**

All NLLL Board of Directors, members, managers, coaches, parents, umpires and volunteers should use the following procedures for reporting injuries. In the event of a medical emergency on the playing field, please clear the field of all non-essential 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.*

Dial 9 - 1 - 1

When it is answered, respond:

*“We have a Medical Emergency at the New London Little League Field at **Field Name**”*

Where the field name is the field you are located at. Explain the nature of the emergency.

In a calm and controlled voice explain to the dispatcher the location of the New London Little League Field you are at.

Tell the dispatcher your location at the Field if you are at Yankee, Fenway, Toby May 1, Toby May 2, Bates Woods Baseball, Bates Woods Softball. (i.e. on the field or the by Concessions Stand).

Assign one parent or volunteer to contact a NLLL Board of Director member what & where the incident has occurred.

Have one parent or volunteer stand at the parking area or the roadside to direct Fire/Rescue/Ambulance.

#### Non-Emergency Phone Numbers

New London Police Department 860-447-1481

Lawrence and Memorial Hospital 860-442-0711

### **Annual Little League Facilities Survey (see Appendix F)**

The New London Little League Board of Directors, in an effort to maintain our complex as one of the Finest and Safest Youth Baseball facilities in the area, continually inspects and makes an effort to correct any facility concerns. If you have any concerns regarding any the Little League fields or practice locations, feel free to notify any member of the Board of Directors, a manager or coach.

### **New London Little League Codes & Rules**

The Board of Directors has mandated the following Code of Conduct. The Board, league managers and umpires enforce this code. All league officers, participants, members, parents and volunteers are required to abide by this code. Each year the league Safety Director will consider revising or modifying this Code of Conduct to insure smooth baseball/softball operations and safety. *Failure to comply with this Code of Conduct may result in expulsion from the Little League Complex.*

#### **General Code of Conduct**

Observe all posted signs.

Players and spectators must be aware of foul balls at all times.

Do not climb onto fences or dugouts.

Mandatory 5 mph speed limit around the Little League fields.

Watch out for small children at all times.

Park vehicles to allow Emergency Vehicles the Right of Way.

No alcohol allowed at the near any Little League Fields.

No smoking within twenty feet of the dugouts.

Only players, managers, coaches and umpires are allowed on the fields and in the dugouts during the game.

Use of profanity will not be tolerated.

After each game, each team must clean up trash in the dugout and around the seating areas.

After each game, each team is responsible for raking the fields and taking the bases in.

Only authorized personnel are allowed in the concession stand.

### **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 our children need to set a positive example.

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 fact that WE ARE New London LITTLE LEAGUE. Therefore, let us, both children and adults set the example to one another.***

### **Players Bill of Rights**

We will provide the opportunity for our children to participate at their own developmental level in order to help them to develop physically, psychologically and socially. Most importantly, we want our children to have fun playing sports. Listed below is our BILL OF RIGHTS FOR YOUNG ATHLETES.

- The right to participate in sports
- The right to participate at a level commensurate with each child's maturity and ability
- The right to have qualified adult leadership
- The right to play as a child not as an adult
- The right of children to share in the leadership and decision making of their sports participation
- The right to participate in safe and healthy environments
- The right to equal opportunity to strive for success
- The right to be treated with dignity
- The right to have fun in sports

### **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 Director will monitor compliance and make revisions as needed. This Code will be reviewed each season. Parts of this Code appear in the schedule book as well. You, as a League, are welcome to suggest ways in which we can make our baseball program safer.

- All volunteers (Board of Directors, managers, coaches, and parents on the field and in the dugout) are required to complete a Volunteer Application Form.
- Each application must be signed and a copy of a government issued photo ID must accompany the form.
- Each application form will have a background check completed through a national registry.
- All managers should have current Little League Rule Books.

- 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 an equipment bag.
- Batters at all levels of play must wear Little League approved batting helmets. It is recommended that face-guards be used.
- All equipment should remain off of the fields during practices and games.
- There is no on deck area. Only one batter should have a bat in his hands. Batters are not allowed to practice swings.
- 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 throat guard*, chest protector, shin guards and protective cup with athletic supporter (male). *NO EXCEPTIONS*. All other players are encouraged to wear protective cups, supporters and for practices and games as well.
- Catchers must wear catchers helmet and mask with a throat guard while warming up pitchers. This applies between innings and in the bullpen during all games and practices.
- Managers and coaches may not warm up pitchers before or during a game.
- Headfirst slides are not permitted while *advancing* to a base. Runner will be called out.
- Batter may not square to bunt, then pull the bat back and swing. Batter will be called out.
- 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. It is recommended that players use bat racks provided and that the amount of bats brought to game be kept at a minimum.
- 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.
- A survey shall be conducted each year for all fields and concession area with the results documented on approved forms provided by Little League Baseball.
- A fully stock First Aid kit is available in the Concession Stand for use. Access to this kit is available during all games and practices.
- Contact the Safety Director if additional supplies are needed due to previous use. An ample supply of ice packs is located in the concession stand.
- Managers, coaches and umpires will be provided with training in first aid, proper

mechanics and fundamentals of Little League Baseball and sound Little League philosophy.

- 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 to any Board Member.
- This entire Safety Manual will be enforced at all league activities.
- Only authorized personal are allowed in the concession stand. NO EXCEPTIONS

## **Clinics & Training**

### **Managers and Coaches Clinic (Including Safety & First Aid)**

New London Little League will provide training for managers and coaches for the upcoming baseball season. At least one Manager/Coach must attend training. Each Manager/Coach will attend training at least once every three years. This clinic will provide instruction on proper warm up exercises, coaching techniques and proper instruction on hitting, fielding and throwing.

Training dates will be provided for CPR + First Aid. Lawrence and Memorial Hospital will provide that training at their facilities. There will be a limit of 7-10 people per class. More training classes will be scheduled as needed. This will include training for an automatic external defibrillator (AED). We will hold at least two CPR Certification Courses for all managers and coaches for the 2017 Season.

If enough individuals request it, a class can be set up. However, a minimum number of individuals is required a it is up to you to get that many committed.

## **Injury Prevention**

### **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, the managers & coaches may be the only person around to give potentially life saving information. This information is included on the registration form.

## **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, Center for Disease Control and Prevention (CDC), Consumer Product Safety Commission, American Academy of Orthopedic Surgeons, and other sports and health organizations recommend the following:

**\*\*\*\* Due to Federal HIPPA Regulations \*\*\*\***

**\*\*\*\* parents 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, he 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 up those muscles. "Exercise routines such as cross-body curls, using light dumbbell weights, and wall push-ups are useful for strengthening shoulder 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. 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 the lips, cheeks, and tongue and reduce the risk of such head and neck injuries as concussions and 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 their 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 (see appendices for a checklist)
- Baseballs.** Farm/Minor Instructional are to use soft reduced impact balls only. All teams are to use Little League approved balls only!
- Baseball Bats.** No cracks or chips in bats & hand grip is in place & not damaged.
- Catcher's gear.** When catching, your child must always use a catcher's mitt and wear a helmet, face mask, throat guard, long-model chest protector, protective supporter (Male) and shin guards.
- Clean uniform.** Don't let your child leave his or her dirty uniform in a locker at school or on the floor of a room. Wearing unsanitary clothing poses a risk of staph-infection, not only to your child but the rest of the team.
- 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 bases. It is recommended that *helmets should have face guards* that attach to the sides of a batting helmet and cover the chin to the tip of the nose. These devices can help reduce the risk of a serious dental, facial or eye injury if a ball hits your child in the face. According to the CPSC, batting helmets with face guards may prevent, reduce, or lessen the severity of about 3,900 facial injuries suffered by batters in organized youth baseball.
- Protective eyewear.** For kids who wear glasses, you should obtain protective eyewear from an eye-care professional who is aware of sports-safety standards. Prescription glasses should be fitted with shatterproof lenses and sports frames that hold the lenses tightly in place. Also to repeat, *helmets that have face guards* will also help protect the eyes.
- Shoes with molded cleats.** Little League prohibits the use of shoes with steel spikes (Major division and younger). 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.

## **Checklist For Practice**

### **Batting Practice**

- Use The Batting Cages when it is possible.
- Do not conduct batting practice until everyone on the field is ready and paying attention. Especially with younger players, who are easily distracted, it is very important that, when they are in the field, they are paying attention to the batter at all times so they are prepared to field a ball hit in their direction.
- Make sure that players stand out of harms way. When a team is batting, players should stand or sit behind screens or fencing inside of the dugout so wild pitches, foul balls, and flying bats don't hit players. Also, make sure that equipment (bats, balls, helmets) is placed where players can't trip on it (With the dugouts that now equipped with the fenced in equipment area, *all equipment must be placed in this area!* **NO EXCEPTIONS!!!** ).

### **Fielding Practice**

- All Players and Coaches on the field must keep their eye on the ball in the practice area, as a ball may hit him/her if you are not paying attention.
- More than one fielding drill being conducted simultaneously. All persons on the playing field must be aware of any activities taking place on the field. Watch for errantly hit or thrown balls. If a ball is hit errantly, those who are aware of the situation should YELL, "Heads Up"!

## **Game Time**

### **Pitching Limits**

To decrease shoulder and elbow problems from excessive pitching, rules for pitch count have been developed and implemented for baseball by Little League International. In addition, a rule has been implemented this year that a pitcher who delivers one or more pitches in a game cannot play the position of catcher for the remainder of that day.

**Pitch Counts** - Pitch counts will be monitored by a coach or his designee.

A pitch is any ball thrown towards home plate from the pitchers mound that an umpire

defines as a pitch.

### **The Catcher**

Catcher Arms. No one on the field throws the ball more than the catcher. Monitor the catchers arm and how it feels as well as your pitcher.

### **Batting**

No On Deck Batter is allowed at any time, *No Exceptions!*

### **Fielding**

**Glare from the sun.** Use only shatterproof sunglasses that are designed for sports.

### **Darkness**

Games can be called due to darkness once it becomes a safety factor.

## **Weather Preparation**

### **Heat**

Be prepared for hot weather situations.

**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. Always encourage players to drink between every inning.

**Managers and coaches** should schedule drink breaks every 15 to 30 minutes during practices on hot days.

During any activity, water is an excellent fluid to keep the body well hydrated. It's economical too!

Offering flavored fluids like sport drinks or fruit juice can help

Encourage children to drink. Sports drinks should contain between 6 and 8 percent carbohydrates (15 to 18 grams of carbohydrates per cup) or less. If the carbohydrate levels are higher, the sports drink should be diluted with water. Fruit juice should also be diluted (1 cup juice to 1 cup water).

**Sunscreen:** Apply an SPF level 15 or higher sunscreen on a child's face, neck and arms before going outside and reapply if he/she is sweating.

### **Cool & Damp Weather**

Games will be played in cool, damp weather, as well as, in light rain as long as the fields are

draining and there is no lightning . Watch your local weather forecast so you can be prepared to dress properly. During these conditions we suggest

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

**IN THE EVENT OF INCLEMENT WEATHER, THE BOARD WILL MAKE EVERY ATTEMPT TO CALL THE GAMES AS EARLY AS POSSIBLE.**

### **Lightning Evacuation Procedures**

The lightning evacuation procedures will be distributed to all managers prior to the start of the season, specifying when and how evacuation should occur.

- Stop the Game/Practice (IF YOU HEAR THE HORN SOUND or SEE THE STROBE LIGHT)
- GO TO SHELTER and/or your car
- Stay away from metal fencing (including dugouts)!
- Do not hold a metal bat.
- Walk, don't run to a car and wait for a decision on whether or not to continue the game or practice
- The system will sound an all clear when it is safe to resume play.

### **What to do when an Incident Occurs:**

#### **Concussion Awareness**

All facilities with dugouts have concussion protocol posted. Included is information on symptoms of a concussion, response to a possible concussion, and appropriate medical attention.

### **Report All Incidents:**

Any incident that warrants notification of Police, Fire Department or EMS: Medical Incidents that warrant reporting are any injury when a player, manager, coach, umpire or volunteer sustain an injury that requires medical treatment and/or first aid or any event that has the potential to require the medical assistance of a physician for evaluation and diagnosis and causes him/her to miss any practice or game time. An incident/injury tracking form must be filed out and given to a board member & forwarded to the Safety Director within 24-48 hours of the incident.

## **Emergency Incidents**

Follow the instructions found on **Page 8 of this manual in case of ANY EMERGENCY!**

## **Parental Notification**

Parents/Guardians must be notified of any incident be it Medical, or involving Police or Fire Departments. Generally a parent is on scene, but when this is not the case, the manager should have the contact numbers of how to get in touch with the parent/guardian.

If anyone is transported from a sponsored New London Little League Event the following information should be gathered and left with a Manager/Coach, NLLL Board member or with the person in charge of the concessions stand:

Persons Name, Injury Sustained

If Transported by Police due to legal matter - Violation Committed

Where Transported to, Agency Transporting

## **Forms**

Insurance forms are to be filled out for all injuries. This will be done through by a Board Member, Safety Director and will be reported to the District for Little League. Parents or guardians must obtain and fill out these forms with the knowledge of the District within 24-48 hours.

## **First Aid**

### **Obtaining First Aid Kits**

Prior to beginning any game or practice, all managers are expected to be cognizant of the location of the nearest fully stocked First Aid Kit - @ the Concessions Stand. *This will be mandatory for all levels of play.* Ice packs will also be available at the Concession Stand.

## **New London Little League First Aid Kit Inventory**

**Some recommended items that should be in the first aid kits are:**

Eye patch

Bandages

Anti-Bacterial Cream

Tweezers	Safety Pins
Compresses	Rescue Blanket
Sterile pads	Triangular bandages
Scissors	Ace bandages
Tape	2 pair of latex gloves
Antiseptic towelettes	Sun screen (SPF 15)
Emergency and CPR flash cards	
Emergency phone numbers (paramedics; hospital; emergency room)	

***\*\*Contact the Safety Director to replenish any used supplies immediately\*\****

## **Equipment**

### **Equipment Manager**

Each year, the New London Little League Equipment Manager in cooperation with The New London Little League Board of Directors is responsible for maintaining all equipment used for baseball at the complex and check all equipment at the beginning and end of each season and replace equipment as needed.

### **Equipment Checks**

All managers, coaches and players should inspect all playing equipment regularly and report any damaged or defective equipment to the Equipment Manager as soon as possible for replacement to ensure the safety of all players. (see Appendix D for checklist)

### **Managers & Coaches**

Managers & coaches should inspect equipment:

Prior to & following each game.

Listen for a ping when a ball is hit off of an Aluminum bat

*When a dead sound is heard on an aluminum bat, inspect for cracks & take bat out of service for inspection by the Equipment manager.*

All bats must have hand grips intact.

Inspect catchers equipment for fabric tears, helmets are intact & all straps for elasticity & fit properly.

## **Players**

If players find any of the above problems they are to report it to their coaching staff immediately.

Players are also encouraged to use the following equipment not provided by the league:

Athletic supporter/protective cups

Mouth Guards

## **Facilities**

Any problems with the facilities (i.e. damage to the fields, fences, structures, roadways, etc...) shall be reported to the Safety Director and/or a Board Member. This can be done by leaving a note at the concession stand or by leaving a message on the voicemail.

## **Driving Rules**

All posted and non-posted driving rules are to be followed including the following:

Obey all posted signage (i.e.; NO PARKING sign, Handicap signs)

Speed Limit: 5 MPH

Handicapped Parking spaces need appropriate stickers/license plates

Leave enough room for Police, Fire & EMS apparatus to respond when parking

## **Prohibited Practices**

The Following Practices are prohibited except by those authorized by the NLLL Board of Directors:

- All Landscaping equipment is to be used by those authorized by the Board including Lawn Mowers, Power Equipment or any tools owned by NLLL.

- Only authorized persons are allowed in the concessions stand and to use any equipment affiliated with the concession stand.

## **CONCESSION STAND RULES**

**Cooking.** Use a food thermometer to check on cooking and holding temperatures of potentially hazardous foods. All potentially hazardous foods should be kept at 41° F or below (if cold) or 140° F or above (if hot). Ground beef and ground pork products should be cooked to an internal temperature of 155° F; poultry parts should be cooked to 165° F. Most food-borne illnesses from temporary events can be traced back to lapses in temperature control.

**Reheating.** Rapidly reheat potentially hazardous foods to 165° F. Do not attempt to heat foods in crock pots, steam tables, over sterno units or other holding devices. Slow-cooking mechanisms may activate bacteria and never reach killing temperatures.

**Cooling and Cold Storage.** Foods that require refrigeration must be cooled to 41° F as quickly as possible and held at that temperature until ready to serve. To cool foods down quickly, use an ice water bath (60% ice to 40% water), stirring the product frequently, or place the food in shallow pans no more than 4 inches in depth and refrigerate. Pans should not be stored one atop the other and lids should be off or ajar until the food is completely cooled. Check the temperature periodically to see if the food is cooling properly. Allowing hazardous foods to remain unrefrigerated for too long has been the number ONE cause of food-borne illness.

**Hand Washing.** Frequent and thorough hand washing remains the first line of defense in preventing food-borne disease. The use of disposable gloves can provide an additional barrier to contamination, but they are no substitute for hand washing!

**Health and Hygiene.** Only healthy workers should prepare and serve food. Anyone who shows symptoms of disease (cramps, nausea, fever, vomiting, diarrhea, jaundice, etc.) or who has open sores or infected cuts on the hands should not be allowed in the food concession area. Workers should wear clean outer garments and should not smoke in the concession area. The use of hair restraints is recommended to prevent hair ending up in food products.

**Food Handling.** Avoid hand contact with raw, ready-to eat foods and food contact surfaces. Use an acceptable dispensing utensil to serve food. Touching food with bare hands can transfer germs to food.

**Dishwashing.** Use disposable utensils for food service. Keep your hands away from food contact surfaces, and never reuse disposable dishware. Ideally, dishes and utensils should be washed in a four-step process:

1. Washing in hot soapy water;
2. Rinsing in clean water;
3. Chemical or heat sanitizing; and Air drying.

**Ice.** Ice used to cool cans/bottles should not be used in cup beverages and should be stored separately. Use a scoop to dispense ice; never use the hands. Ice can become contaminated with bacteria and viruses and cause food-borne illness.

**Wiping Cloths.** Rinse and store your wiping cloths in a bucket of sanitizer (example: 1 gallon of water and 1/2 teaspoon of chlorine bleach). Change the solution every two hours. Well-sanitized work surfaces prevent cross contamination and discourage flies.

**Insect Control and Waste.** Keep foods covered to protect them from insects. Store pesticides away from foods. Place garbage and paper wastes in a refuse container with a tight-fitting lid. Dispose of wastewater in an approved method (do not dump it outside). All water used should be potable water from an approved source.

**Food Storage and Cleanliness.** Keep foods stored off the floor at least six inches. After your event is finished, clean the concession area and discard unusable food.

### **Clean Hands for Clean Foods**

Since the staff at concession stands may not be professional food workers, it is important that they be thoroughly instructed in the proper method of washing their hands. The following may serve as a guide:

- Use soap and warm water.
- Rub your hands vigorously as you wash them.
- Wash all surfaces including the backs of hands, wrists, between fingers and under fingernails.
- Rinse your hands well.
- Dry hands with a paper towel.
- Turn off the water using a paper towel, instead of your bare hands.

Wash your hands in this fashion before you begin work and frequently during the day, especially after performing any of these activities:

- After touching bare human body parts other than clean hands and clean, exposed portions of arms.
- After using the restroom.
- After caring for or handling animals.

- After coughing, sneezing, using a handkerchief or disposable tissue.
- After handling soiled surfaces, equipment or utensils.
- After drinking, using tobacco, or eating.
- During food preparation, as often as necessary to remove soil and contamination and to prevent cross-contamination when changing tasks.
- When switching between working with raw food and working with ready-to-eat food.
- Directly before touching ready-to-eat food or food contact surfaces.
- After engaging in activities that contaminate hands.

## **Abuse, Harassment, & the Zero Tolerance Policy**

### **What Is Abuse?**

Children are being abused when someone uses his or her power or position to harm them emotionally, physically, or sexually.

### **Emotional Abuse**

Is a verbal attack on a child's self-esteem by a person in a position of power, authority, or trust such as a parent or coach

Occurs even if the attack is intended as a form of discipline or is not intended by the adult to cause harm.

Takes many forms, including any of the following:

- Name calling ("Hey, Fatty!" or "Hey, Shorty" or "Hey, Mr. Klutz")
- Threatening ("If you don't win, you can forget about me buying that new CD you want")
- Insulting ("You're stupid" or "You're clumsy" or "You're an embarrassment to our family" or "You don't deserve to wear that uniform.")
- Criticizing or ridiculing, ("You are a loser" or "I thought you were better than that. I guess I was wrong.")
- Intimidating ("Watch out kid, my son is going to break your nose")
- Yelling at a child for losing or not playing up to the adult's expectations
- Hazing
- Questioning ("Why didn't you win?" or "How could you let that guy beat you?")
- Shunning or withholding love or affection (not speaking to, hugging, or comforting your child after she plays poorly in a game or practice, or her team loses; showing obvious signs of disappointment)
- Punishing a child for not playing up to your expectations or when her team loses

## **What Kind Of Damage Does Emotional Abuse Cause?**

Perhaps because the damage caused by emotional abuse is not obvious, like sexual abuse, or immediately apparent, like a physical injury, its effect is often overlooked and minimized. But, experts say, the damage is no less real, and, in fact, may be much more damaging and long-lasting:

Children are deeply affected by negative comments from parents, coaches and other adults they look up to and respect

Children are much more sensitive than adults to criticism: being yelled at, put down, or embarrassed is much more likely to have negative psychological consequences and to cause the child to feel humiliated, shamed and degraded and damage her feeling of self-worth and self-esteem.

If the abuse becomes chronic, a pattern of negative comments can destroy a child's spirit, motivation and self-esteem. Over time, the young athlete will begin to believe what adults say about them. Comments intended to improve athletic performance are likely to have precisely the opposite effect.

As reported by Dr. Leonard Zaichowsky in the Fall/Winter 2000 issue of Sidelines, the newsletter of the National Youth Sports Safety Foundation "research has substantiated that children who witness a violent act, such as parental aggression in sports, have negative and possible long-term consequences ... including lowered sense of social support, attachment, ... social involvement and exhibit behavior problems. ..." In extreme cases, reports Dr. Zaichowsky, children who have strong reactions to viewing violence or aggression could develop post-traumatic stress disorder, which is characterized by such symptoms as nightmares or flashbacks, routine avoidance of reminders of the event, increased sleep disturbances, irritability, poor concentration, startle reaction and regressive behavior.

### **According to an NYSSF Fact Sheet on Emotional Injuries, abuse or witnessing parental misconduct:**

- Could adversely affect a child's ability to learn
- Increases the likelihood that the youth will engage in unhealthy behaviors, including suicidal behavior, and delinquent and aggressive behaviors, during adolescence
- Has been linked to adverse health outcomes in adulthood, including mood and anxiety disorders and diseases
- Will "turn off" the child to exercise and participation in sports, preventing the development of a healthy adult lifestyle.
- Occurs when a person in a position of power, authority or trust such as a parent or coach purposefully injures or threatens to injure a child
- Takes many forms, including any of the following:

## **Physical Abuse**

- ◆ Slapping
- ◆ Hitting
- ◆ Shaking
- ◆ Throwing equipment
- ◆ Kicking
- ◆ Pulling hair
- ◆ Pulling ears
- ◆ Striking
- ◆ Shoving
- ◆ Grabbing
- ◆ Hazing
- ◆ Punishing "poor" play or rules violations through the use of excessive exercise (extra laps etc.) or by denying fluids

## **Sexual Abuse**

- Occurs when a person in a position of power, authority or trust engages in "sexualized" touching or sex with a child.
- "Sexualized touching" is where touching, instead of being respectful and nurturing, is done in a sexual manner. Examples include:
- Fondling instead of a hug
- Long kiss on the lips instead of a peck on the cheek
- Seductive stroking of any area of the child's body instead of a pat on the back for a good play

All NLLL volunteers are subject to a National Sexual Offender background check. Little League International requires this.

## **What Is Harassment?**

- A child is considered to be harassed when she/he is threatened, intimidated, taunted, or subjected to racial, homophobic, or sexist slurs.
- Sexual harassment includes comments, contact or behavior of a sexual nature that is offensive, uninvited or unwelcome.

## **What Is Neglect?**

Neglect is a chronic inattention to the basic necessities of life such as supervision, medical and dental care, adequate rest, safe environment, exercise, and fresh air.

Neglect in a sports setting make take the following forms:

- Injuries are not properly treated.
- Athletes are forced to play hurt.
- Equipment is inadequate, poorly maintained or unsafe.
- Road trips are not properly supervised.

## **How Common Are Abuse, Harassment And Neglect?**

According to a widely reported 1993 survey conducted by the Minnesota Amateur Sports Commission:

- Almost half (45.3%) of those surveyed (both males and females) said they had been emotionally abused while participating in sports (i.e. called names, yelled at, or insulted).
- Slightly more than 1 out of 6 (17.5%) said they had suffered physical abuse while playing sports (i.e. hit, kicked or slapped).
- More than 1 in 5 (21%) said they had suffered neglect while playing sports (pressured to play with an injury)
- 1 in 12 (8%) said they had been sexually harassed while playing sports (called names with sexual connotations) 1 in 30 (3.4%) said they had been pressured into sex or sexual touching.

## **Communicable Disease Procedures**

- Bleeding must be stopped, the open wound covers, and the uniform changed if there is blood on it before the athlete may continue.
- Routinely use gloves to prevent mucous membrane exposure when contact with blood or other body fluids are anticipated (provided in first-aid kit).

- Immediately wash hands and other skin surface if contaminated with blood.
- Clean all blood contaminated surfaces and equipment using bleach. Use proper disposal procedures to prevent injuries caused by contaminated devices and/or dressings, towels, etc.
- Use a mouthpiece for emergency mouth-to-mouth.
- Managers, coaches, and volunteers with open wounds should refrain from all direct contact until the condition is resolved.
- Follow accepted guidelines in the immediate control of bleeding and disposal when handling bloody dressings, mouth guards, and other articles containing body fluids.

### **Miscellaneous Forms**

The following pages have forms that may be required to be filled out during the upcoming season. If additional forms are needed, they can be downloaded from the web site or you can contact the Safety Officer.

Any Forms needed for Insurance Claims **MUST** be obtained through the Safety Director and/or District.

### **Conclusion**

It is a tremendous undertaking to run a Little League program the size of New London Little League. Safety is not taken lightly, especially when it comes to our children, our future. This Safety Program is thorough. For it to be effective everyone must be involved. One Safety Director cannot enforce it. The Board Members cannot enforce it. You must help enforce it! Communication and compliance are the keys to keeping New London Little League safe. If you see something that isn't safe, report it. If you have any ideas or suggestions that can make it better, tell any Board Member. This Safety Plan is the foundation for years to come. With your help, it can only get better. Have a safe and rewarding baseball season.

## **APPENDIX A**

### **COACHES TEN COMMANDMENTS OF SAFETY**

- I. Be alert !**
- II. Check playing field for safety hazards.**
- III. Wear proper equipment.**
- IV. Ensure equipment is in good shape.**
- V. Ensure first aid is available**
- VI. Maintain control of the situation.**
- VII. Maintain discipline.**
- VIII. Safety is a team sport.**
- IX. Be Organized.**
- X. HAVE FUN !!!!**

ITEM	SAT	UNSAT	ITEM	SAT	UNSAT
Fences			OUTFIELD CONDITIONS		
Bleachers			Surface conditions (level, holes, etc.)		
Dugouts			Grass (height, ridge at grass boundaries)		
Gates			Foreign objects (rocks, glass, sticks, etc.)		
Benches			Holes dug by cleats		
Roof Condition			Uneven surfaces		
Bat Racks			Scoreboard		
Helmet Racks			PLAYER EQUIPMENT		
Cleanliness			Batting Helmets		
INFEILD CONDITIO NS			Bats		
Backstop			Glasses		
Bases secured			Shoes		
Pitcher Mound			Belts		
Surface condition (level, holes, clay, etc)			Pitcher's toe		

Lighting			Personal safety equipment		
Home plate (broken, worn, height, etc)			Jewelry		
Batter's box (level, holes, etc.)			CATCHER EQUIPMENT		
Grass (height, ridge at grass boundary)			Shin Guards		
Coaches' box (level, holes, etc.)			Helmet		
Foreign objects (rocks, glass, sticks, etc.)			Chest protector		
Sprinkler heads (too high or low, etc.)			Face mask with throat guard		
			Catcher using personal safety equipment		