

Weston American Little League 2018 Safety Manual

WESTON



LITTLE LEAGUE

March 2018

**Weston American Little League
Weston, CT**

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Safety Message

All of us involved in Little League baseball and softball want kids to have fun and learn to be better baseball and softball players. However, safety is priority number one. An enjoyable game or practice can quickly be shattered if a serious injury occurs.

In partnership - parents, coaches, players and everyone affiliated with Weston Little League has a responsibility to ensure safety. Safety is maximized and enhanced when you understand and enforce the safety guidelines Weston Little League is instituting.

Thank you for cooperating with Weston Little League and making it a safe, fun baseball and softball season for the kids.

A copy of this 2018 Safety Plan has been provided to all coaches. Please read the Plan thoroughly, and if you have any questions or suggestions, we welcome your feedback.

Play Ball!

Emergency

WESTON – Emergency Medical Service (EMS): DIAL 911

In a medical, fire, or police emergency, –Always dial 911 first

Weston Little League Contact Information

Weston Little League Website

The website is a source for all league information: weather updates, field conditions, team standings, team schedules, league forms and coach communications. This Safety Plan is also posted on the website.

www.westonll.com

Weston Little League Safety Officer

Please report any safety concerns to the WLL Safety Officer, Jeremy Masters.

Jeremy can be reached at the following:

m: 646-831-1410 or jmasters@westonll.com

Weston Little League – Board Representatives

Please feel free to contact any WLL Board member with your concerns. Board members' contact information can be found under "Contacts" on WLL website home page.

Managers, Coaches, Adult Volunteers

Volunteer Application and Background Check

All team managers, coaches, team safety officers (TSO's), and scorekeepers will be required to submit a "Little League Volunteer Application" found on the League website to the Board President and/or Safety Officer. This application will provide the league with personal information that will be utilized to perform a background check on the applicant. All league volunteers must complete the application process in order to be approved by the league to interact with any Weston Little League players. A Weston Little League Board representative will advise managers of their volunteers' approval status. Being accepted as a volunteer, and fulfilling your responsibilities, entitles you to become a regular member of Weston Little League.

Coaches Training & Safety Clinic

All managers and coaches are provided the option to attend a Weston Little League-sponsored baseball and softball skill training clinic and safety clinic.

The 2018 Coaches' and Managers' Safety Trainings were held at the Weston High School New Gym at the following days/times:

March 3rd at 5:30 – 7:00: Area of Focus: Hitting

March 10th at 5:30 – 7:00: Area of Focus: Fielding

March 17th at 5:30 – 7:00: Area of Focus: Throwing

These sessions were attended by head coaches, assistant coaches, and other volunteers.

Team Safety Officer (TSO)

Each team is responsible for the recruitment of a Team Safety Officer (TSO). The TSO will then ensure that each team will follow the safety policies enumerated in this guide. If a manager does not recruit a Team Safety Officer, then the responsibility of this role is to be filled by the manager, head coach or assistant coach in addition to their other team responsibilities.

Player Emergency Information

Each head coach will be provided with a team player file. This file will include the name of an emergency contact, the phone number of the emergency contact and any applicable allergy information for each player on the team.

The head coach and TSO's should have their team's player file, safety manual and cell phone available at each practice or game.

Player Warm-ups

1. Warming up Pitchers

When warming up a pitcher prior to entry into the game, a player should wear a complete set of catcher's equipment (i.e. Mask, Shin Guards, and Chest Protector). An adult should wear the catcher's mask at a minimum.

2. Team Warm-ups

Coaches should begin each practice or game with a dynamic warm-up session to loosen up and stretch out player muscles.

Player Pick-up

No player should ever be left unattended after a practice or game. Let parents know your team's policy. If a coach is unable to a player's parent or authorized caretaker, a member of the coaching staff should [drive them to his or her home and advise the parent or caretaker].

If pickup is made by anyone other than the child's parent or authorized caretaker, the manager should receive instructions in writing.

Little League Rules

Coaches need to enforce Little League rules including proper equipment. 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.

Players

Each and every player has the right to feel safe while playing baseball or softball. If a parent is unsure of their child's ability to play in a certain division / league, that parent may request that their child play in a league better suited for that player.

Only in extraordinary circumstances, the Player Agent may suggest that a player move from a lower league to a higher skilled league. This will occur only if it is determined that a player may prove to be a safety risk to the other players within that league.

All players are responsible for following the safety manual rules in order to keep themselves and their teammates safe.

Communication

Each player (or player's parent or caretaker) should inform the head coach, preferably 24 hours in advance, if they are going to miss or be late to a practice or game. All players should come to the field prepared and alert at all times. They should listen to, and obey, their coach's instruction.

General Expectations

- At no time is "horse play" permitted on the playing field or in the dugout.
- Players who wear glasses -should wear "safety glasses."
- Players may not wear jewelry, watches or other metal items during practice or games.
- Players must keep their equipment in the proper location. (i.e. Bats on bat rack)
- Jerseys must be tucked in and hats or visors, if issued, are to be worn properly.
- Players should hydrate themselves by bringing a bottled water or sport drink to every practice or game.
- Players and their siblings should never loiter, warm-up or play in parking lots.

In The Field

- All players should warm-up prior to play.
- All male players should wear a protective cup during practices and games. All catchers must wear a complete set of catcher's equipment (i.e.: mask with throat protector, catcher's glove, chest protector, shin guards, and for males, a protective cup) while in the field behind the plate. NO EXCEPTIONS.
- Where safety bases are in place, all first baseman should field the ball and tag the white side of 1st base and let the runner cross the orange side of the base.
- No climbing on the fence surrounding the baseball or softball field.

At Bat

- All batters must wear a Little League approved protective batting helmet each time at bat during a game or practice.
- On deck batters are not permitted to swing a bat. The only exception is after receiving permission from an umpire to swing a bat inside the backstop near the plate.
- No batting donuts are allowed at any time.

Base Running

- Where safety bases are in place, players running from home plate to first base should always cross the "orange side" of first base and allow the first baseman to tag the "white side" of first base to avoid collision.
- Sliding head first into a bag is not permitted. The only exception is when the runner is returning to a base on an attempted pick-off.
- When attempting to cross home plate, the runner must slide or avoid collisions at all times.

Base Coaching

Players must wear a batter's helmet while coaching first or third base. This player must remain alert and face the batter during each and every pitch.

Spectators

- All spectators, parents and siblings should remain in the bleachers or designated spectator areas at all times.
- It is desirable that all spectators cheer for all players on both teams.
- Spectators should remain alert at all times for foul balls or errant throws.
- No alcohol or tobacco products are allowed on any area of the fields used by the Weston Little League.
- Parents should provide water or a sports drink to their child for every practice or game.

Backstop Area

No one is allowed to observe or play behind the home plate fencing.

Field Area

- Only Managers, coaches, scorekeepers and TSO's are allowed in the dugout or bench area.
- Only Coaches and Player Base coaches are permitted to coach from first and third base.

Fields

Field Locations

Generally, Weston Little League will use three baseball fields and four softball fields during the season. The baseball fields are located in Bisceglie-Scribner Park, 154 Newtown Turnpike, Weston, CT 06883. The softball fields are located as follows:

- North House Field adjacent to Hurlbutt Elementary School in Weston.
- Middle School Field adjacent to Weston Middle School in Weston.
- Onion Barn Field between Hurlbutt Elementary School and the Weston Fire Department in Weston.
- Morehouse Farm Park, entrance at the intersection of Newtown Turnpike and Valley Forge Road in Weston.

Parking

Parents should use extreme caution when driving through all of these parking areas. Players should never be playing, warming up or loitering in the parking areas. Please use designated legal parking areas only. Further information is on the website.

Field Conditions

- No games or practices should be held when field conditions are not approved. Check the hotline and website for updates and cancellations.
- No practices or games can be held with inadequate lighting.
- Managers and Umpires should check the field prior to each game for dangerous objects. (i.e.: Glass, stones, etc.)

Field Maintenance Equipment

- All field equipment will be stored under lock in the sheds located at each complex. (Iron rakes, shovels, tamper, drag, liners, tarps, signage, fencing, wheelbarrow, etc.)
- All chemicals should be properly stacked on tarps or pallets to avoid spills.
- All equipment and supplies should be promptly returned to the League Shed after usage.

Weather

No games or practices should be held when weather conditions are not approved. Check the Weston Little League website for updates and cancellations. Coaches will also send out team emails.

Lightning Facts & Safety Procedures

- When you hear it – **CLEAR IT!**
- When you see it – **FLEE IT!**

Lightning strikes are the leading, yet still preventable, cause of fatalities in youth baseball and softball. Once the leading edge of a thunderstorm approaches to within 10 miles, you are at immediate risk.

On average, thunder can be heard over a 3 to 4 mile distance. This depends on humidity, terrain and other factors. This means that by the time you hear thunder, you are already in the risk area for lightning strikes.

Lightning can travel sideways for up to 10 miles. Even when the sky looks blue and clear, be cautious. If you hear thunder, take cover. At least 10% of lightning occurs without visible clouds in the sky.

Storm, Thunder & Lightning Safety Rules

Play may be suspended when lightning is seen, thunder is heard, or when dark clouds are observed. Once play is suspended and the field has been cleared, play may only resume – if after 20 minutes no additional thunder or lightning is heard or seen.

Players should quickly move for shelter and remain there until it has been determined that the thunder and lightning storm has ended.

Teams should remain together so Coaches can account for players. Equipment should be left and retrieved after the storm.

Team Equipment

Equipment Bag

Each manager will receive an equipment bag. Each equipment bag will contain the following items:

1. 5 to 6 batting helmets;
2. Full set of catcher's gear (Mask, throat guard, shin-guards, knee savers, chest protector, protective cup and catcher's glove. – SINGLE A excluded)
3. 2 dozen league approved baseballs or softballs (or more as needed)
4. 2 bats (or more as needed) size/weight/material appropriate
5. First Aid Kit

Team equipment should be stored within the team dugout or designated equipment area during a game or practice and not within an area that may be defined as "in play".

All equipment should be treated with respect. Equipment should not be left in the rain and mud or thrown in the dirt. Managers and Umpires should check all equipment prior to use.

Baseballs and Softballs

Each baseball division / league within the Weston LL (A, AA, AAA and Majors) will receive baseballs that are appropriate for that particular level:

Division	Ball Type
Majors	Rawlings RLLB1
AAA	Rawlings / Worth RIF 10
AA	Rawlings / Worth RIF 10
A	Rawlings / Worth RIF 5

Each softball division / league within the Weston LL will receive softballs that are appropriate for that particular level:

Division	Ball Type
Juniors	2 inch softballs
Majors	2 inch softballs
AAA	11 inch softballs
AA3	RIF10 10 inch softball
A2	RIF10 10 inch softball
RIF1	softees (RIF 1) softballs 10 inch

Managers, please use the appropriate baseball or softball for your division / league.

First Aid Kits

First-Aid Kits will be located in the shed at Bisceglie Park or in the team gear bag at other field locations. Ice packs will be supplied to each team Manager. The Team Safety Officer is responsible

for making certain their team's first aid kit is present at all practices and games. All managers, coaches and safety officers are to be familiar with the contents and use of the first aid kits.

Concession Stand

A concession stand is located at Bisceglie Park. No children are allowed in the building without parental supervision. All volunteers are responsible for the set-up and clean up on a shift. Pre-packaged non-perishable food items will be served. A safe food handling procedures document is posted in the Concession Stand.

All Volunteers must follow basic sanitary procedures, wash hands before serving customers and after bathroom use. The concession stand will be locked at all times except during hours of operation.

Injury Prevention & First Aid

Injury Prevention

Everyone needs to be alert to avoid injuries from occurring. By following the rules above, we believe most injuries can be avoided.

Common Baseball and Softball Injuries

Muscle Strain: proper stretching and warm-ups can most easily avoid muscle strain. Exercises to stretch the legs, hamstrings, arm and shoulder should be done before any playing.

Sore Arms: be extremely cautious to avoid sore throwing arms. Pitchers must abide by the league pitching rules. Apply ice to the tender area and give the arm plenty of time to rest and recuperate. If pain persists see a doctor.

Collisions

Safety bases have been installed on many fields to avoid running collisions at first base. Fielders should be encouraged to "call the ball". Catchers may only block the plate when there is a "play at the plate"

Proper Sliding

Runners advancing from one base to the next base must slide feet first. Headfirst sliding is only allowed when the runner is returning to the base previously occupied.

Other Injuries

Commotio Cordis

While rare, blunt force trauma to the sternum/chest, especially from a batted or thrown hard ball, can cause cardiac arrest. Commotio Cordis is a syndrome that results from a blunt impact to the chest, which leads to cardiac arrest. It is a poorly recognized and underreported event that happens to healthy young athletes as a result of a low-energy, non-penetrating blow to the chest. Commotio Cordis does not result solely from the force of a blow. It is largely the result of the unfortunate timing of the blow during the heart cycle. Young athletes (even those wearing chest protectors) are especially at risk because of the pliability of their chest walls. Time is a critical factor after the onset of the event. Early cardiopulmonary resuscitation and early defibrillation is essential.

First Aid

First-Aid Kits and Ice packs should be present at all practices and games.

- Reassure and aid players that are injured, or frightened
- Provide medical attention for those who require it

- Know your limitations. Call 911 for emergency help.

Assist those who require medical attention – when administering aid, remember to:

- LOOK for signs of injury (blood, swelling, joint deformity)
- LISTEN to the injured person's description of what hurts
- FEEL gently for injured area

Concussions

A concussion is a type of traumatic brain injury or -TBI--caused by a bump, blow or jolt to the head or by a hit to the body that causes the head and brain to move rapidly back and forth. This sudden movement can cause the brain to bounce around or twist in the skull, stretching and damaging the brain cells and creating chemical changes in the brain. The effects of a concussion can be very serious. Weston Little League requires all head and assistant coaches to take the free online training course on concussions offered by the Centers for Disease Control and Prevention in order to become more familiar with the warning signs of concussions and concussion protocols. The course can be found at <http://www.cdc.gov/concussion/HeadsUp/Training/index.html>.

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 by EMS and/or person is seen at hospital resulting from the incident MUST be reported to the League Safety Officer.

When to Report

All incidents described above should be reported within 48 hours. Reports should be made to the current Weston Little League Safety Officer: Jeremy Masters, 646-831-1410, jmasters@westonll.com

How to Make a Report

Incidents should be reported in writing. Please use the form attached on the last page.

Remember, safety is everyone's responsibility. Please report all hazardous conditions to the Safety Officer or any WLL Board member immediately. Don't play or practice on a field that is not safe or with unsafe equipment. Be sure your players are fully equipped at all times. Check your team's equipment often.

Have a safe, fun baseball or softball season!

Appendix A – WLL Injury Report

Complete below and send to the WLL Safety Officer within 48 hours of the incident. Mail to current Safety Officer Jeremy Masters at:

Weston Little League
P.O. Box 1277
Weston, CT 06883

Date, time, and location of the incident: _____

Name of injured person: _____

Injured Person Date of Birth _____

Address, telephone number of injured person: _____

Was EMS called to attend to injury? (circle) Yes No _____

Was injured person taken to hospital? (circle) Yes No _____

What Hospital _____

Detailed description of the incident:

Facilities Survey (Musco-generated)

See document below.