

**Eau Gallie
Little League
Florida district 2**

2008 Safety Manual



**“No One Can Be More Concerned For
Your Safety Than You!”
“Play Safe!”**

For: Managers, Coaches, Players, Concession Personnel, and Volunteers

**Eau Gallie Little League
Safety Plan, 2008 Quick Information**

Safety Officer: Rick Kuhn

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League President: Scott Stewart

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Email: president@eglittleleague.org

Equipment Manager: Greg Clark

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Vice President: Don Kennedy

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Umpire Coordinator: Robert Springham

Phone: 253-4510

Email: umpire@eglittleleague.org

Emergency & Non Emergency Phone Numbers

Any Emergency: **Call 911**

Melbourne Police: 409-2200

Melbourne Fire Dept: 255-4600

ASAP

In 1995, ASAP (A Safety Awareness Program) was introduced with the goal of re-emphasizing the position of Safety Officer "to create awareness, through education and information, of the opportunities to provide a safer environment for kids and all participants of Little League Baseball". This manual is offered as a tool to place some important information at manager and coach's fingertips.

Remember

Safety is everyone's job. Prevention is the key to reducing accidents to a minimum. Report all hazardous conditions to the Director of Safety or another Board member immediately. Don't play on a field that is not safe or with unsafe playing equipment. Be sure your players are fully equipped at all times, especially catchers and batters. Remember to check your team's equipment often.

Safety Officer's Responsibilities

Within 48 hours of receiving the incident report, the League 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 Little League'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 the injuries, and (2) to check if any other assistance is necessary in areas such as submission of insurance forms, etc. 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).

Each Volunteer **MUST** fill out a Volunteer Application Form and submit a photo ID, i.e. driver's license. Background checks **WILL** be made through RAPSHEETS.COM to search for sex offenders, felonies, and misdemeanors. The president and the vice president will make background checks. The league president will keep forms for such year of service.

Little League Facility Survey will be completed each year and submitted.

Submit Safety Manual to District Administrator for review.

Accident Reporting Procedures

What to report - An incident that causes any player, manager, coach, umpire, volunteer or spectator to receive medical treatment and/or first- aid, must be reported to the League Safety Officer. This includes even passive treatments such as the evaluation and diagnosis of the extent of the injury or periods of rest.

When to report - All such incidents described above must be reported to the League Safety Officer within 48 hours of the incident. Refer to page 2 of this manual for contact information and phone numbers.

How to make the report - Any incident as described above should be accompanied by the League Accident Report form and submitted to the League Safety Officer.

Important Reminders

Do...

- Reassure and aid children, who are injured, frightened or lost.
- Provide or assist in obtaining medical attention for those who require it.
- Know your limitations
- Carry your first-aid kit to all games and practices.
- Assist those who require medical attention and when administering aid, remember to...
 - **LOOK** for signs of injury (Blood, Black and Blue deformity of joint, etc.)
 - **LISTEN** to the injured; describe what happened and what hurts, if conscious. Before questioning, you may have to calm and soothe an excited child.
 - **FEEL** gently and carefully the injured area for signs of swelling, or grating of broken bones.
- Have your players' Medical Release Forms with you at all games and practices.
- Make arrangements to have a cellular phone available when your game or practice is at a facility that does not have any public phones

Don't...

- Administer any medications
- Provide any food or beverages (other than water)
- Hesitate in giving aid when needed.
- Be afraid to ask for help if you're not sure of the proper procedures.
- Transport injured individuals except in extreme emergencies.
- Leave an unattended child at a practice or game.
- Hesitate to report any present or potential safety hazard to the Safety Officer immediately.

Code of Conduct

- **No alcohol allowed** in any parking lot, field or common areas within an EGLL complex.
- **No playing in parking lots** at any time.
- **No Profanity** please.
- **No swinging bats or throwing baseballs** at any time within the walkways and common areas of EGLL.
- **No throwing balls** against dugouts, backstops or buildings.
- **No throwing rocks.**
- **No "Soft Toss"** against any fence.
- **No horse play** in walkways at any time.
- **No climbing fences** or dugout poles.
- **Only a player at bat** may swing a bat (ages 5-12). Juniors/Seniors, (ages 13-16), at bat or on deck may swing a bat. Be alert of area around you when swinging bats while in the on deck position.
- **Observe all posted signs.** Players and spectators should be alert at all times for foul balls and errant throws.
- **After each game,** each team must clean up trash in dugout and around stands.

Expectations

What do I expect from my players?

- To be on time for all practices and games.
- To always do their best whether in the field or on the bench.
- To be cooperative at all times and share teams duties.
- To respect not only others, but themselves as well.
- To be positive with teammates at all times.
- To try not to become upset at their own mistakes or those of others... we will all make our share this year and we must support one another.
- To understand that winning is only important if you can accept losing, as both are important parts of any sport.

What can you and your child expect from me?

- To be on time for all practices and games.
- To be as fair as possible in giving playing time to all players.
- To do my best to teach the fundamentals of the game.
- To be positive and respect each child as an individual.
- To teach the players the value of winning and losing.
- To be open to ideas, suggestions or help.

- To never holler at any member of my team, the opposing team or umpires. Any confrontation will be handled in a respectful, quiet and individual manner.

What do I expect from you as parents and family?

- To come out and enjoy the game. Cheer to make all players feel important.
- To allow me to coach and run the team.
- To try not to question my leadership. All players will make mistakes and so will I.
- Do not holler at the players, the umpires or me. We are all responsible for setting examples for our children and must determine what kind of an example we wish to make. We must be the role models in society today. If we eliminate negative comments, the children will have an opportunity to play without any unnecessary pressures and will learn the value of sportsmanship.
- If you wish to question my strategies or leadership, please do not do so in front of the players or fans. My phone number will be available for you to call at any time if you have a concern. It will also be available if you wish to offer your services at practices. A helping hand is always welcome. Finally, don't expect the majority of children playing Little League baseball to have strong skills. We hear all our lives that we learn from our mistakes. Let's allow them to make their mistakes, but always be there with positive support to lift their spirits.

SAFETY CODE FOR LITTLE LEAGUE

Modified from the Little League Rule Books

- Responsibility for Safety procedures should be that of an adult member of the local league.
- Arrangements should be made in advance of all games and practices for emergency medical services.
- Managers, coaches and umpires should training in first -aid. First aid kits are issued to each team manager and are located at each concession stand.
- No games or practices should be held when weather or field conditions are not good, particularly when lighting is inadequate.
- Play area should be inspected frequently for holes, damage, stones, glass and other foreign objects.
- All team equipment should be stored within the teams' dugout or behind screens and not in the area defined by the umpires as "in play".
- Only players, managers, coaches and umpires are permitted on the playing field or in the dugout during games and practice sessions.
- Responsibility for keeping bats and loose equipment off the field of play should be that of a player assigned for this purpose.
- Procedure should be established for retrieving foul balls batted out of the playing area.
- During practice sessions and games, all players should be alert and watching the batter on every pitch.
- During warm up drills, players should be spaced out so that no one is endangered by wild throws or missed catches.
- Equipment should be inspected regularly for its condition and proper fit.
- Batters must wear protective NOCSAE helmets during practice, as well as during games. At a minimum, whenever players have a bat in their hand, a helmet should be on.
- Catcher must wear catcher's helmet (with face mask and throat guard), chest protector, shin guards and protective cup with athletic supporter at all times (males) for all practices and games. NO EXCEPTIONS, Managers should encourage all male players to wear protective cups and supporters for all practices and games.
- Except when runner is returning to base, headfirst slides should be avoided.
- During sliding practice bases should not be strapped down.
- At no time should "horse play" be permitted on the playing field.
- Parents of players who wear glasses should be encouraged to provide "safety glasses"
- Players must not wear watches, rings, pins, jewelry or metallic items during practices or games.
- Catchers must wear catcher's helmet, mask with throat guard, and protective cup while warming up pitchers. This applies between innings and in bullpen practice.
- Managers and Coaches are not permitted to warm up pitchers before or during a game.

- Batting/Catcher's helmets should not be painted unless approved by the manufacturer.
- On deck batters are not permitted (except in Junior and Senior Divisions).
- Players who are ejected, ill or injured should remain under supervision until released to the parent or guardian.

Players

- All male players are required to wear an athletic supporter & catchers shall wear a protective cup. Protective cups are preferred for all male players at all practices and games.
- Catchers must wear catcher's helmet (with face mask and throat guard), chest protector and shin guards. Male catchers must wear a protective supporter and cup at all times.
- Catchers must wear catcher's helmet, facemask and throat guard, and protective cup while warming up pitchers. This applies between innings and in bullpen practice. Skullcaps are not permitted.
- Players must not wear watches, rings, pins, jewelry or other metallic items.
- Batting/catchers helmets are not to be painted unless approved by the manufacturer.
- Players who wear glasses are encouraged to wear "Safety Glasses".
- During practice sessions and games, all players should be alert and watching the batter on each pitch.
- Stay alert in the coach's box. Always watch the batter and concentrate on the play.
- During warm up drills, players should be spaced out so that errant balls endanger no one.
- Long pants should be worn at practices.
- Wear your hat properly.
- Don't dig holds in the outfield.
- Never throw your equipment. Never throw a ball into the crowd or when someone is not looking.
- Never throw anything at anyone, unless it's a ball, and only when you are practicing or playing in a game.
- Stay off the fences and dugouts.
- Stay in the dugout and behind the fence unless told to otherwise by a coach or umpire.
- When running bases always slide if there is a close play.
- Stay cool on warm days by finding some shade in the dugout and drink plenty of fluids (especially catchers).
- **Never go off with a stranger!** Always let your coach know if you need to leave the dugout or field.
- Before you do something that might be unsafe, stop and think twice before you do something that could hurt someone else or yourself.
- Remember! No one is more concerned with your safety than you

Managers/Coaches

- Get trained in basic first aid & CPR.
- Attend Managers and Coaches Clinic.
- Have access to a phone during practices and games.
- Keep player medical information with you at all times.
- A first aid kit is required as part of your equipment for games and practices.
- All male players must wear athletic supporters. Encourage the use of protective cup for all male players, not just catchers.
- Teach players to call for fly balls to avoid collisions. Try to avoid fly ball drills at practices and pre game warm ups while directly facing the sun.
- Teach players' proper sliding techniques.
- Monitor outfielders to prevent "kid holes" being dug in the outfield.
- Safety "Soft" Baseballs will be used for T Ball.
- Check your equipment regularly for damage and report any problems to the equipment manager immediately.
- Prior to your game, get the helmets with the face guards and make all parents aware that they are available for use.
- Walk the field before games checking for unsafe conditions (holes, loose bases, protective fence tops, torn fencing, loose debris on the field).
- Responsibility for keeping bats and loose equipment off the field of play should be that of a player assigned for this purpose or the team's manager or coaches.
- Keep the players in the dugouts, on the fields and behind the fences. Have them ask for permission to leave.
- Make certain players have plenty of fluids during warm weather (especially the catchers).
- During bullpen and between inning warm-ups, the catcher must wear a helmet with a mask and be equipped with a cup. Coaches are not permitted to warm up the pitchers.
- A player with a helmet and glove and facing the batter and play of the game, is required for any bullpen warm-ups. Coaches are not permitted.
- Never stand behind the catcher during warm-ups to speak to an umpire or scorekeeper.
- Never leave a child alone after a practice or game. Sometimes you will need to wait for a ride to show up.
- Remember! No one is more concerned for your safety, or that of your players, than you.

Umpires

- Get trained in basic first aid & CPR.
- Male Home Plate umpires must wear a protective cup.
- Walk the field prior to the game checking for unsafe conditions (loose bases, holes & debris on the field, etc.)

- Remind team coaches that safety helmets are available at each field.
- Check all male players for athletic supporters.
- Check catchers for cups, helmets with mask and throat guards. Remind players that cups must be worn while warming up pitchers between innings and in the bullpens. Helmets with masks and throat guards must also be worn.
- Bullpen warm-ups must have a player with a fielder's glove and helmet, facing the field, as a guard. (No Coaches).
- Keep players in the dugout and behind the fence.
- Enforce the no "on deck" warm-up swinging by the offensive team. (Majors and below)
- Keep the game moving.
- Stand a safe distance away from home plate during warm-ups. Especially while conferring with the coaches.
- Have access to a phone during a game.

Concession Stand

- Only approved personnel should be in the concession stand.
- All workers should be familiar with the list of Emergency Contact Numbers.
- All workers should know where the First Aid Kit is located.
- All Workers should know where the Fire Extinguisher is located and how to properly use it.
- Gloves should be used when preparing and handling food.
- Hands should be washed frequently with antibacterial soap.
- Pot handles must be turned inward when preparing hot food to avoid possible burn accidents.
- Never put water on a grease fire. Smother it!
- Extension cords should not be used as permanent electrical sources.
- A thermometer should be kept in every refrigerator.
- Cold foods should be stored at 45° or less and hot foods at 140° or more.
- All light bulbs should have protective coverings over them.
- Clean up all spills thoroughly to help prevent bug problems.
- Inspect the appliances regularly and report any problems as they are found. Don't wait for the next person to do it!
- Use common sense and always think about safety!

Lightning Evacuation Procedures

Lightning awareness should be increased with the first flash of lightning or the first clap of thunder no matter how far away. The existence of blue sky and the absence of rain are not protection from lightning. Lightning can, and does, strike as far as 10 miles away from the rain shaft. It does not have to be raining for lightning to strike.

EGLL has purchased Lightning Detectors that will be used to help prevent the possibility of serious injury or death that can result from a lightning strike. These detectors can have us prepared for potential danger before it is too late. Our location near the ocean makes us very susceptible to erratic and sometimes violent and dangerous weather conditions. Our goal is to minimize the risks that our children and volunteers are exposed to. The following policy dealing with electrical storms will be enforced.

- The Lightning Detector will be monitored by an approved league official.
- When a lightning strike has been registered in the 8-20 mile range, the official will immediately notify the chief umpire. The umpire will then notify the team managers that there is a lightning alert.
- When a lightning strike registers in the 3-8 mile range; the umpire will be notified to clear the field immediately. Players will seek shelter in their respective dugouts away from all fences.
- If strikes continue in this range (or closer) within 15 minutes, all players and parents will take shelter in their vehicles or other suitable cover (a structure, no trees), until an all clear signal is given.
- If there should be no additional strikes in the 3 - 8 mile range (or closer) for a period of 15 minutes, the chief umpire shall allow the game to resume. While there are no guarantees that we can make our league totally safe, we are implementing policies that will reduce our chances for accidents and injuries. Little League baseball has taken a very "Safety Oriented" stance in recent years. Let's all work together and keep safety a priority in this league. Safety is everyone's business.