

2015 Norway Area Little League

# SAFETY MANUAL

For

Managers, Coaches, and Umpires

Play it Safe!!!!



President: Tony Adams  
(906) 221-6769

Safety Officer: Bill Spring  
(906) 563-9301

League ID Number

#122-10-06



# Little League® Player Registration Form

## Player Information

Player Name: \_\_\_\_\_ Birthdate (mm/xx/yyyy): \_\_\_\_\_

Address: \_\_\_\_\_ Gender: Male  Female

Address 2 (if applicable): \_\_\_\_\_ League Age: \_\_\_\_\_ League Fee: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

My child will tryout for:  Baseball  Softball

## Parent/Guardian Information

### Parent/Guardian #1

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Occupation: \_\_\_\_\_

Volunteer?  Yes  No

If yes, fill out "Volunteer Application"

### Parent/Guardian #2

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Occupation: \_\_\_\_\_

Volunteer?  Yes  No

If yes, fill out "Volunteer Application"

## Medical Information

Emergency contact: \_\_\_\_\_ Insurance carrier: \_\_\_\_\_

Relationship to player: \_\_\_\_\_ Phone: \_\_\_\_\_

Phone: \_\_\_\_\_ Policy: \_\_\_\_\_

## Terms and Conditions

- (1) I/We, the parents/guardians of the above-named candidate for a position on a Little League team, hereby give my/our approval to participate in any and all Little League activities, including transportation to and from the activities.
- (2) I/We know that participation in baseball or softball may result in serious injuries and protective equipment does not prevent all injuries to players, and do hereby waive, release, absolve, indemnify, and agree to hold harmless the local Little League, Little League Baseball, Incorporated, the organizers, sponsors, supervisors, participants, and persons transporting my/our child to and from activities from any claim arising out of any injury to my/our child whether the result of negligence or for any other cause.
- (3) If applicable, I/We agree to return upon request the uniform and other equipment issued to my/our child in as good condition as when received except for normal wear and tear.
- (4) I/We agree to provide proof of legal residence or school enrollment (as defined by Little League Baseball, Incorporated at LittleLeague.org/residence) and age. I/We understand that our child (candidate) must be eligible under the residence/school attendance and age regulations of Little League Baseball, Incorporated, to participate in this Local League, and that if any controversy arises regarding residence/school attendance and/or age, the decision of the Little League International Charter Committee in Williamsport, Pennsylvania shall be final and binding. I/We further understand that if any participant on a Little League team does not qualify for participation in the league based on residence (as defined by Little League Baseball, Incorporated) and/or age, such participant and/or team on which he/she participates be found ineligible, and forfeit(s) and/or suspension of Tournament privileges may be decreed by action of the Little League International Charter Committee or Little League International Tournament Committee.
- (5) I/We agree that our child (candidate) may be required to try out for a team. If such does not attend at least 50 percent of the tryouts, local Board-of-Directors' approval is required for such candidate to be placed on a team.
- (6) If applicable, I/We understand that our child (candidate) may be chosen at any time to play on a Major Division team, if he or she is of the correct age for such division as determined by the local league and Little League Baseball. Declining to move up to such Major Division team will result in forfeiture of eligibility for the Major Division for the current season, and may be subject to further restrictions by the local league.
- (7) I/We will furnish a certified birth certificate of the above-named candidate to League Officials.
- (8) I/We understand that my information as the parent or guardian of such above-named candidate is sent by the local league to Little League International each year. Such use of information by Little League International can be found here: [www.littleleague.org/privacy-policy](http://www.littleleague.org/privacy-policy). You may opt-out of communications from Little League International at any time.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Internal Use Only:

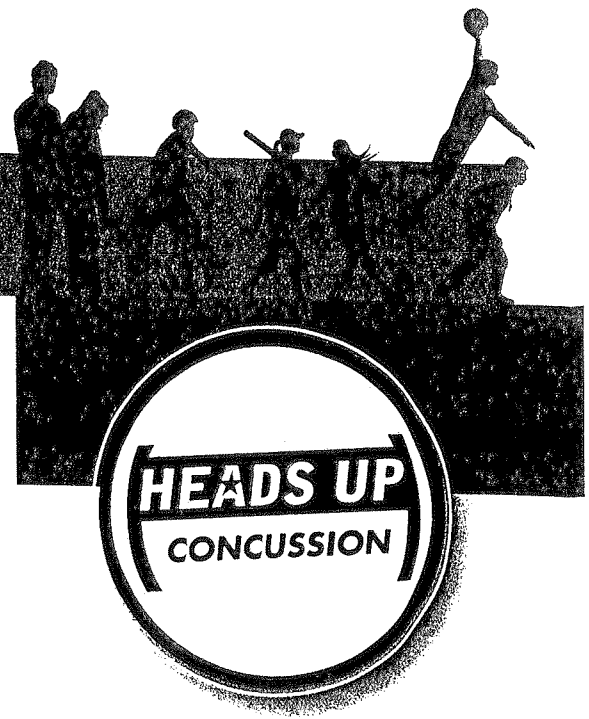
Birth Certificate:  Yes  No Waiver Needed?  Yes  No

Medical Release Form  Yes  No Level Assigned: \_\_\_\_\_

Proof of Residency  Yes  No Team Name: \_\_\_\_\_

School Enrollment

# PARENT & ATHLETE CONCUSSION INFORMATION SHEET



## WHAT IS A CONCUSSION?

A concussion is a type of traumatic brain injury that changes the way the brain normally works. A concussion is caused by a bump, blow, or jolt to the head or body that causes the head and brain to move quickly back and forth. Even a "ding," "getting your bell rung," or what seems to be a mild bump or blow to the head can be serious.

## WHAT ARE THE SIGNS AND SYMPTOMS OF CONCUSSION?

Signs and symptoms of concussion can show up right after the injury or may not appear or be noticed until days or weeks after the injury.

If an athlete reports one or more symptoms of concussion after a bump, blow, or jolt to the head or body, s/he should be kept out of play the day of the injury. The athlete should only return to play with permission from a health care professional experienced in evaluating for concussion.

## DID YOU KNOW?

- Most concussions occur without loss of consciousness.
- Athletes who have, at any point in their lives, had a concussion have an increased risk for another concussion.
- Young children and teens are more likely to get a concussion and take longer to recover than adults.

## SYMPTOMS REPORTED BY ATHLETE:

- Headache or "pressure" in head
- Nausea or vomiting
- Balance problems or dizziness
- Double or blurry vision
- Sensitivity to light
- Sensitivity to noise
- Feeling sluggish, hazy, foggy, or groggy
- Concentration or memory problems
- Confusion
- Just not "feeling right" or is "feeling down"

## SIGNS OBSERVED BY COACHING STAFF:

- Appears dazed or stunned
- Is confused about assignment or position
- Forgets an instruction
- Is unsure of game, score, or opponent
- Moves clumsily
- Answers questions slowly
- Loses consciousness (even briefly)
- Shows mood, behavior, or personality changes
- Can't recall events prior to hit or fall
- Can't recall events after hit or fall

Michigan Department  
of Community Health



Rick Snyder, Governor  
James K. Haveman, Director



**"IT'S BETTER TO MISS ONE GAME  
THAN THE WHOLE SEASON"**

# LITTLE LEAGUE® BASEBALL AND SOFTBALL ACCIDENT NOTIFICATION FORM INSTRUCTIONS



**Send Completed Form To:**  
 Little League® International  
 539 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.		
<b>PART 1</b>					
Name of Injured Person/Claimant		SSN	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 <input type="checkbox"/> AM <input type="checkbox"/> PM	Type of Injury
------------------	---	----------------

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

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# Norway Area Little League Officers & Board of Directors

President	Tony Adams	906-221-6769
Vice-President	Pete Schultz	906-282-2813
Secretary	Steve Ortman	906-563-7126
Treasurer	Bret Baij	906-284-3508
Safety Officer	Bill Spring	906-221-2198
Player Agents	Jon Lasater	906-282-0112
Team Liaison	Mark Doda	906-221-4170

## SAFETY CODE FOR NORWAY AREA LITTLE LEAGUE

- Responsibility for procedures should be that of an adult member of the local league.
- Managers, coaches and umpires have training in first aid. First Aid Kit will be available at all Norway Area Little League fields.
- No games or practices should held when weather is field conditions are not good, particularly when lighting is inadequate.
- Dugouts and bat racks should be positioned behind screens. Only players, managers, coaches and umpires are permitted on the playing field during play 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 and games, all players should be alert and watching the batter on each pitch.
- During warm-up drills players should be spaced so that no one is endangered by wild throws or missed catches.
- Equipment should be inspected regularly. Make sure it fits properly. Batters must wear approved protective helmets during batting practice, as well as during games.
- Catcher must wear catcher's helmet, mask, throat protector, long model chest protector, shin guards and male catchers must wear a protective supporter at all times.
- Except when runner is returning to a base, headfirst slides are not permitted.
- At no time should "horse play" be permitted on the playing field. All players are encouraged to wear "safety glasses." - Players should not wear watches, rings, pins or other metallic items.
- Catchers must wear catcher's helmet and mask with a throat protector in warming up pitchers. This applies between innings and in the bull-pen.

## Equipment Inspection and Replacement

All Norway Area Little League Coaches Umpires are required to inspect their team equipment regularly. League Umpires are required to inspect team equipment before each game and throw out unsafe or damaged equipment.

## Safety Is Everyone's Responsibility

While the League President has the primary responsibility for safe conditions, it is not possible to cover all details personally. Because of this, all Managers, Coaches, Umpires and Volunteers will play a key role in assuring that the following safety measures are upheld:

1. Safe maintenance of fixed ball field property, including structures.
2. Procurement and upkeep of practice and playing equipment, particularly personal protective equipment.
3. Each manager should see that the use of field and playing equipment by players does not create hazards.
4. Require coaches/umpires to walk fields for hazards before use.
5. The umpire should take the initiative to insure unsafe conditions are corrected on the playing field and in foul territory during games.
6. The safety of players and adults going to and from fields is very important.
7. The first aid kit must be kept properly equipped and emergency phone numbers need to be available.
8. Measures will be taken to counteract the hazards that may be connected with special events such as picnics, fund-raising, etc.
9. The safety of spectators, including parking facilities, need to be considered.
10. The safe handling of food and drinks at the concession stand.
11. Artificial lights need to meet minimum requirements. Light meter checks should be made at regular intervals to find out when it is necessary to clean reflectors and replace partly worn light bulbs which have lost their original rating.
12. Report any accidents within 24-48 hours to the Safety Officer so the incident can be reported and filed with Little League International.
13. Share injury with other League Managers, Coaches, and District Officer to react proactively for prevention in the future if possible.



## Some Important Do's and Don'ts

### 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.
- Keep your "Prevention and Emergency Management of Little League Baseball and Softball Injuries" booklet with your first-aid kit.
- 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 bone.
- Have your players' Medical Clearance 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 (i.e., CPR, etc.)
- 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 Director.

## LITTLE LEAGUE CODE OF CONDUCT

### What do I expect from my players?

- To be on time for all practices and games.
- To always do their best in the field or on the bench.
- To be cooperative at all times and share team 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 - both are important parts of any sport.

### What Can Parents/Players 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 set reasonable expectations for each child and for the season.
- 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 Parents & 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 me, the players or the umpires. We are all responsible for setting examples for our children. 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 practice. A helping hand is always welcome.

Finally, don't expect the majority of children playing Little League baseball to have strong athletic 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!

**Whenever possible, make sure someone at your game or practice has a cellular phone to use! Especially on those fields where public telephone access is not available!**

## Communicable Disease Procedures

1. Bleeding must be stopped, the open wound covered, and the uniform changed if there is blood on it before the athlete may continue.
2. Routinely use gloves (provided in first-aid kit) to prevent mucous membrane exposure when contact with blood or other body fluids is anticipated.
3. Immediately wash hands and other skin surface if contaminated with blood.
4. Clean all blood contaminated surfaces and equipment.
5. Managers, coaches, and volunteers with open wounds should refrain from all direct contact until the condition is resolved.
6. Follow accepted guidelines in the immediate control of bleeding and disposal when handling bloody dressings, mouth guards and other articles containing body fluids.

### When treating an injury, remember:

Protection  
Rest  
Ice  
Compression  
Elevation  
Support

## Ten Commandments Of Safety

- I. Be Alert
- II. Check 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

## Lightning

### Where to Go?

No place is absolutely safe from the lightning threat, but some places are safer than others. Large enclosed shelters (substantially constructed buildings) are the safest. For the majority of participants, the best area for them to seek shelter is in a fully enclosed metal vehicle with the windows rolled up. If you are stranded in an open area and cannot get to shelter in a car, put your feet together, crouch down, and put your hands over your ears (to try and prevent eardrum damage).

### Where NOT to Go !!

Avoid high places and open fields, isolated trees, unprotected gazebos, rain or picnic shelters, dugouts, flagpoles, light poles, bleachers (metal or wood), metal fences, and water.

## First Aid to a Lightning Victim

Typically, the lightning victim exhibits similar symptoms As that of someone suffering from a heart attack.

### **CALL or SEND SOMEONE TO CALL 911**

Then the rescuer should consider the following:

- The first tenet of emergency care is "make no more casualties". If the victim is in a high risk area (open field, isolated tree, etc.) the rescuer should determine if movement from that area is necessary - lightning can and does strike the same place twice. If the rescuer is at risk, and movement of the victim is a viable option, it should be done.
- If the victim is not breathing, start mouth to mouth resuscitation. If it is decided to move the victim, give a few quick breaths prior to moving them.
- Determine if the victim has a pulse. If no pulse is detected, start cardiac compressions as well.

**Note: CPR should only be administered by a person knowledgeable and trained in the technique.**

## **Collisions (Continued)**

7. Outfielders should have priority over infielders for fly balls hit between them.
8. Priorities are not so easy to establish on ground balls, but most managers expect their base players to field all ground balls they can reach, cutting in front of the shortstop on slow hit grounders.
9. The catcher is expected to field all topped and bunted balls which can be reached except when there is a force play or squeeze play at home plate.

## **Warning Track Collisions**

In addition to collisions between players, occasionally a player chasing a fly ball will crash into the fence. These accidents also can be controlled by suitable drill work. In this case it is simply a matter of giving the outfielders an opportunity to practice getting the feel of the warning track under their feet. They must learn to judge their distance from the fence and the probable point where the ball will come down. It would be worse than futile to not only miss catching the ball by a wide margin but also be injured by a collision with the fence.

## **Retrieving Balls**

Persons who have been specifically assigned to that duty should retrieve balls that go out of the park. Such persons should be youngsters who can be relied on not to endanger themselves by climbing fences or getting into a scramble for possession of a ball.

## **Keep Grounds Clear**

Another duty that should be given in turn to alert substitute players is the picking up of bats and proper placement in the rack. The clearing up of other loose playing equipment should be included in this assignment.

## **Sliding Safety**

As is the case with other baseball fundamentals, a correct slide is also a safe one. It is well, too, to guard against the accident of a collision and the possibility of a player being struck by a thrown ball as that player "hits the dirt." It goes without saying that steel spikes are not being worn. Long grass has been found to be better than a sand or sawdust pit to teach sliding. The following can make the learning period safer:

1. The base must not be anchored down.
2. Sliding pads are recommended.
3. The player should make approaches at half speed and keep constantly in mind that hands and feet should be in the air. Once committed to slide, the player must not change strategy. Last minute hesitation causes most sliding injuries.
4. Tennis shoes are suggested for beginning sliding and tagging practice to avoid injury to the defensive player.
5. If the ground along the baselines becomes soft on a rainy day, such weather offers an excellent opportunity to have sliding drills.
6. It should be kept in mind that Head-first sliding has been eliminated for ages 12 and below, except for when returning to base.

## **Batter Safety**

A batter's greatest accident exposure is from the unsafe acts of others, namely wild pitches, which account for a major portion of all accidents. Again, the best defense is an alert, confident concentration on the ball. This type of injury is more prevalent in Regular than in Minor League play. Since the danger is increased as pitchers learn to throw with greater force and as more games are played, it is doubly important to take whatever counter measures necessary to offset this exposure.

1. A well fitted, NOCSAE approved helmet is required.

## **Catcher Safety**

1. The catcher, as might be expected from the amount of action involved, has more accidents than any other player does. Statistics show that the severity of injuries is less in regular than in Minor League play. Again, this bears out the fact that the more proficient the player, the less chance of injury.

Assuming that the catcher is wearing the required protection the greatest exposure is to the ungloved hand. The catcher must learn to:

- (a) Keep it relaxed.
  - (b) Always have the back of the throwing hand toward the pitcher when in position to catch.
  - (c) Hold all fingers in a cupped position near the mitt, ready to trap the ball and throw it.
2. The catcher should also be taught to throw the mask and catcher's helmet in the direction opposite the approach in going for a high fly.
3. As the catcher learns to play this difficult position, a good habit is to keep a safe distance back from the swinging bat. Estimate this as one foot farther from the batter than the ends of the outstretched fingers.
4. To repeat, the best protection is keeping the eye on the ball.

## **General Inattention**

Going one step back to the "why" of most ball handling accidents, it appears that inattention due to inaction or boredom is an underlying accident cause with which we must deal. This situation can be partly offset by using idle time to practice basics of skillful and safe play, such as:

1. Otherwise idle fielders should be encouraged to "talk it up." Plenty of chatter encourages hustle and enthusiasm.
2. Players waiting for a game or practice to start can pair off and play catch to improve their basic eye-on-the ball technique.
3. Practice should include plenty of variety in the drill work.
4. Put a time limit on each drill and do not hold the total practice for more than two hours, or less if interest begins to lag.
5. Idle players along the sidelines can be given the job of studying the form of other players to improve their own techniques. They may then report on what they have learned to improve their own form on running, ball handling, throwing, batting and sliding.

## **Congestion**

Congestion is one of the unsafe conditions that must be dealt with by constant supervision. The umpire will keep unauthorized people out of the way during games. The manager and coaches must control this hazard during practice sessions. Since the development of this hazardous condition results from unsafe acts it is important to minimize these acts.

# Accident Reporting

## Making Use of Accident Reporting

In the effort to prevent accidents to Little Leaguers one must deal with the unpredictable actions of many small athletes. One of the most widely accepted ways to counteract the unsafe acts, which are so often a part of such uncertain behavior, is to inquire into the reasons behind such acts and take suitable counter measures. Since we cannot eliminate all of these disturbing and sometimes tragic mishaps, one must use them as tools to help control similar or related accidents. Also, alert operation makes it possible to get at the causes of "near misses" so that something can be done to prevent the occurrence of injury-producing accidents.

## Which Accidents to Analyze

Good judgment must be used in deciding which accidents to analyze. The severity of an injury should not be the only basis of deciding to determine reasons for an accident and what can be done to reduce the chances of its reoccurrence. The possibility of a similar and more severe accident occurring should be our main reason for getting at the causes and taking suitable corrective action. Examples of cases that probably would not require detailed checking would be a "strawberry" from sliding or minor strains and bruises, not associated with serious unsafe acts or conditions.

## Other Uses for Accident Reports

- The need for corrective measures, of course, is most evident when an injury is severe enough to require professional services. In addition to the need for immediate preventative action, it is very important to have accurate information to complete the insurance claim report. This may be done by the Safety Officer.
- As in any organized endeavor, communications among teams in a league and leagues in a district is important. The safety program can be effective for everyone if each adult, with some safety responsibility, is given a brief report on serious or unusual hazards and the corrective action that has been taken to counteract them. In order to accomplish this, the League Safety Officers and the District Safety Officer must be kept informed about all significant accident cases.

## Further Accident Follow-Up

Even after corrective measures have been put into effect, responsible adults should continue to check back to make sure that unsafe habits have not been resumed and conditions are not allowed to slip. We advise youngsters to keep their eye on the ball. Let's do the same with safety precautions. A surprising number of accidents also occur when youngsters reach the vicinity of the field but it is not yet time for practice or a game. In this situation it is the direct responsibility of any adults who are nearby to stop such activities as climbing trees, chasing each other, running up and down the grandstands, etc.

Volunteers should make local authorities aware of potential risks in the area, such as unfenced excavations or quarries or lakes with unsecured boats.

## **Avoid Negligence**

The taking of precautions should be based on this main objective of avoiding any implication of negligence on the part of Little League people. In most successful public liability suits, the claimant must prove that some organization or individuals have been negligent in their obligation to safeguard the general public. Some examples of what can be considered as negligence are:

1. The use of grandstands or bleachers that are unsafe due to faulty design, the use of substandard building materials or material which has deteriorated to a point where they are not safe for a capacity crowd.
2. Spectator screen with holes which have become loose or torn.
3. Permitting members of the general public, particularly small children on the playing field where they may be exposed to thrown or batted balls and swinging bats.
4. Allowing a pitcher and catcher to warm up in an unsafe location such as too near the stands, where a wild pitch could injure someone.
5. Ignoring an obvious and frequent exposure to non-spectators using a public street or similar area and preventing their being struck by hard hit balls hit out of the playing field.

## **Conclusion**

In brief, we can discharge our obligations for the safety of the general public and the welfare of the league and its members by:

1. Providing a reasonably safe place for spectators and maintaining it in good condition. Any adult spectator hi attendance assumes the normal risks of watching baseball. Grandstand and bleachers should be inspected annually and be in conformity with National Fire Protection Association Standards.
2. Keeping an alert eye out for dangers to the general public and non-spectators in the vicinity of the field. This applies particularly to small children.
3. Carrying adequate public liability insurance with a reputable company. Extensions of this coverage are needed for the use of additional fields which are under other ownership.
4. Have the league incorporated under the laws of the state in which it operates.

## **Bicycle Safety**

4 out of 5 bicycle accidents are to young people in the 5 to 15 year age bracket. Since bike riding is generally the most popular way for Little Leaguers to travel to and from the playing field, the following tips may help increase awareness of bicycle traffic safety.

### **Bicycle Accident Prevention**

- 1. Observe all Traffic Regulations** — Red and green lights, one-way streets, stop signs.
- 2. Keep to the Right** — Ride in a straight line and always ride in single file.
- 3. Have White Light on Front** — Danger signal on rear for night riding.
- 4. Have Satisfactory Signaling Device to Warn Of Approach.**
- 5. Give Pedestrians the Right-Of-Way** — Avoid sidewalks and use extra care.
- 6. Look Out for Cars Pulling Out Into Traffic** — Keep sharp lookout for sudden opening of Vehicle doors.
- 7. Never Hitch on Other Vehicles** — Do not "stunt" or race in traffic.
- 8. Never Carry Other Riders** or carry packages that obstruct vision or prevent proper control of cycle.
- 9. Be Sure Your Brakes Are In Good Working Order** — Keep your bicycle in good running condition.
- 10. Slow down At All Street Intersections** — Look to right and left before crossing.
- 11. Always Use Proper Hand Signals when turning and stopping.**
- 12. Don't Weave In Or Out of Traffic** — Do not swerve from side to side.



# ICE IT!

## Icing Shoulder and Elbow after Throwing

May use cubed ice, crushed ice, frozen peas, or make your own.

### Recommendation:

Shoulder	15-20 minutes
Elbow	15 minutes

### Make your own ice pack

- In a plastic bag with seal
- 3 parts water
- 1 part rubbing alcohol

## Ice Massage Therapy

Ice massage is an excellent intervention for cumulative trauma like elbow and shoulder pain after throwing.



### Make your own ice cup

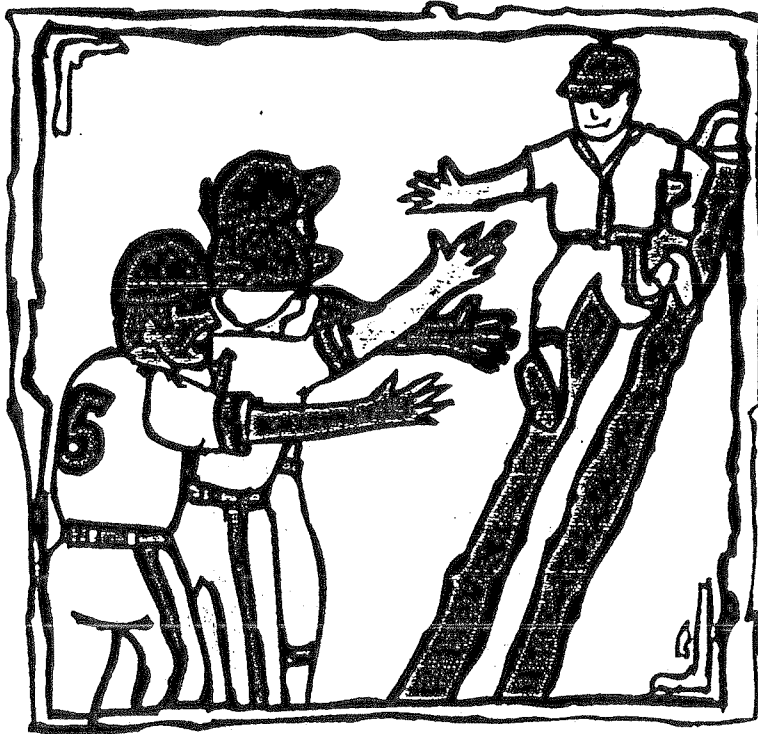
- Fill a small paper or Styrofoam cup
- Freeze until it is solid
- Once it is frozen, peel off the top edge around the cup to expose an inch or so of ice.
- Leave the bottom of the cup intact to comfortably hold it.

## Ice Massage Guidelines

1. You may use an ice cube, but it's easier to use an ice cup for ice massage.
2. Remove any clothing that covers the painful area and assume a comfortable, supported position.
3. Place a small towel beneath the area you are icing as the ice will melt and drip.
4. Gently rub the ice in small circles on and around the affected area. **Always keep the ice moving to avoid frostbite or ice burn!**
5. If the ice melts to the point where the cup rubs your skin, peel off more of the cup.
6. Continue for no more than 6 to 7 minutes. Over that period of time, you will likely feel 4 different sensations:
  - a. Initially you will feel a fairly intense cold sensation.
  - b. After a few minutes, you will likely feel a burning sensation.
  - c. After about 5 minutes, you may feel an aching sensation, which is accompanied by the skin turning pinkish-red.
  - d. Continue icing until the burning sensation disappears around the area that feels numb.
7. You can do an ice massage several times a day if it helps you. During early phases I usually recommend performing this once every 2 hours between the end of play and bed.



# Keep It Clean!



**REMEMBER:**

**Use good sportsmanship on the field,  
even to your language.**

**Regulation XIV – Field Decorum**

- a) "The actions of players, managers, coaches, umpires and league officials must be above reproach . . ."
- b) "The use of tobacco and alcoholic beverages in any form is prohibited on the playing field, benches or dugouts."

# Don't Swing It

**...Until You're Up to the Plate!**



(Photos from North Scott, Iowa, Little League)

**Don't let this happen to you, or to a teammate.**

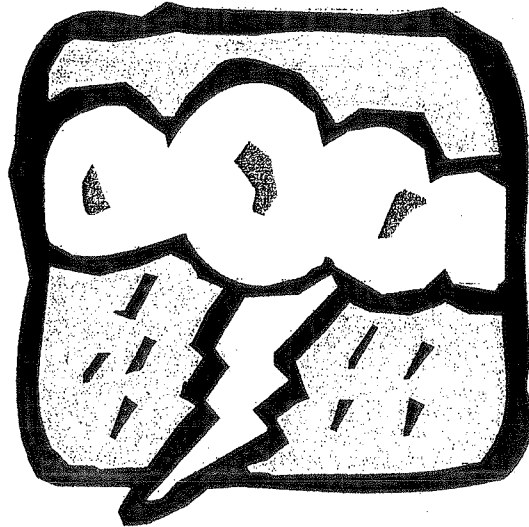
**REMEMBER:**

**Don't pick up your bat until you leave the dugout, to approach the plate.**

**RULE 1.0B, Notes**

"1. The on-deck position is not permitted in Tee Ball, Minor League or Little League (Majors) Division. 2. Only the first batter of each half-inning will be allowed outside the dugout between the half-innings in Tee Ball, Minor League or Little League (Majors) Division."

# **If You See It, Flee It; If You Hear It, Clear It**



## **REMEMBER:**

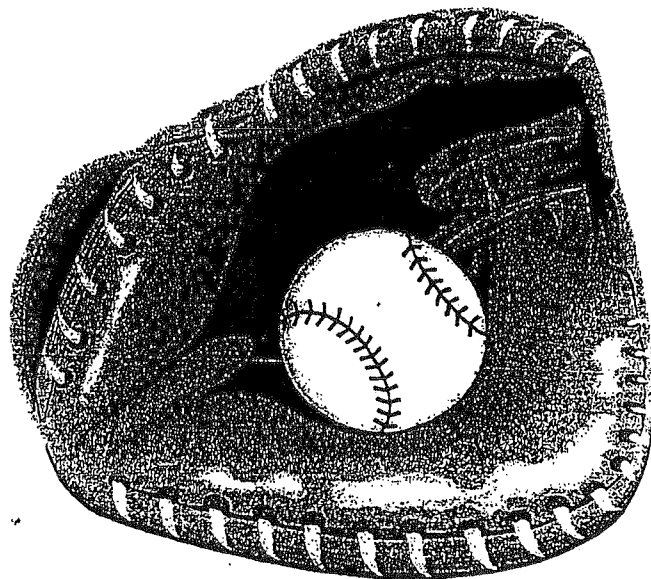
- **Track approaching storms the best way possible: Internet radar websites, dedicated storm warning system at field, or other storm warnings**
- **Evacuate fields when storms are about 10 miles away: Have players and spectators go to enclosed building or to cars with windows rolled up**
- **Clear fields immediately after thunder has been heard or lightning seen!**

## **PLEASE WAIT!**

- **Wait 30 minutes before returning to play after last sign of lightning activity in your area**
- **Cars shouldn't leave until the game is called, so all players can be accounted for**

*Guidelines from the National Oceanic and Atmospheric Administration's (NOAA) National Weather Service*

# Coach, Please Let Players Catch!



**REMEMBER:**

**Coaches and managers must not warm up pitchers. Let Players Catch.**

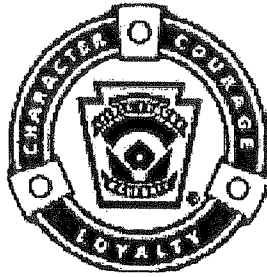
**RULE 3.09**

"...Managers or coaches must not warm up a pitcher at home plate or in the bull pen or elsewhere at any time. They may, however, stand to observe a pitcher during warm-up in the bull pen."



Food Safety and Inspection Service, USDA

Little League® Baseball & Softball  
**CLAIM FORM INSTRUCTIONS**



**WARNING** — It is important that parents/guardians and players note that: *Protective equipment cannot prevent all injuries a player might receive while participating in baseball/softball.*

To expedite league personnel's reporting of injuries, we have prepared guidelines to use as a checklist in completing reports. It will save time -- and speed your payment of claims.

The NUFI Accident Master Policy acquired through Little League contains an "Excess Coverage Provision" whereby all personal and/or group insurance shall be used first.

The Accident Claim Form must be fully completed, including a Social Security Number, for processing.

To help explain insurance coverage to parents/guardians refer to *What Parents Should Know* on the internet that should be reproduced on your league's letterhead and distributed to parents/guardians of all participants at registration time.

If injuries occur, initially it is necessary to determine whether claimant's parents/guardians or the claimant has other insurance such as group, employer, Blue Cross and Blue Shield, etc., which pays benefits. (This information should be obtained at the time of registration prior to tryouts.) If such coverage is provided, the claim must be filed first with the primary company under which the parent/guardian or claimant is insured.

When filing a claim, all medical costs should be fully itemized and forwarded to Headquarters. If no other insurance is in effect, a letter from the parent's/guardian's or claimant's employer explaining the lack of group or employer insurance should accompany the claim form.

The NUFI Accident Policy is acquired by leagues, not parents, and provides comprehensive coverage at an affordable cost. Accident coverage is underwritten by National Union Fire Insurance Company of Pittsburgh, Pa. This is a brief description of the coverage available under the policy. The policy will contain limitations, exclusions, and termination provisions.

With your league's cooperation, insurance rates have increased only three times since 1965. This rate stability would not have been possible without your help in stressing safety programs at the local level. The ASAP manual, **League Safety Officer Program Kit**, is recommended for use by your Safety Officer. In 2000 the State of Virginia was the first state to have its accident insurance rates reduced by high participation in ASAP and reduction in injuries. In 2002, seven more states have had their accident insurance rates reduced, as well. They are Alaska, California, Delaware, Idaho, Montana, Washington, Wisconsin.

### **TREATMENT OF DENTAL INJURIES**

Deferred Dental Treatment for claims or injuries occurring in 2002 and beyond: If the insured incurs injury to sound, natural teeth and necessary treatment requires that dental treatment for that injury must be postponed to a date more than 52 weeks after the date of the injury due to, but not limited to, the physiological changes occurring to an insured who is a growing child, we will pay the lesser of the maximum benefit of \$1,500.00 or the reasonable expense 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

# Little League Pledge

I TRUST IN GOD  
I LOVE MY COUNTRY  
AND WILL RESPECT ITS LAWS  
I WILL PLAY FAIR  
AND STRIVE TO WIN  
BUT WIN OR LOSE  
I WILL ALWAYS  
DO MY BEST



## The Little League Parent/Volunteer Pledge

I will teach all children to play fair and do their best  
I will positively support all managers, coaches and players  
I will respect the decisions of the umpires  
I will praise a good effort despite the outcome of the game





# A Parent's Guide to the Little League Child Protection Program

## Introduction

The backbone of Little League Baseball is the adult volunteer. One million strong, it is this corps of dedicated people who coach the teams, umpire the games, work in the concession stands, serve on the local board of directors, and serve at the District level. These people, who live in every U.S. state and more than 100 other countries, make Little League the world's largest and most respected youth sports organization.

We know that the greatest treasure we have is children. As adults, we must ensure that these young people are able to grow up happy, healthy and, above all, safe. Whether they are our children, or the children of others, each of us has a responsibility to protect them.

The Little League Child Protection Program seeks to educate children and volunteers in ways to prevent child abusers from becoming involved in the local league. Part of that education has been to assist local Little League volunteers in finding effective and inexpensive ways to conduct background checks. Little League regulations now say: "No local league shall permit any person to participate in any manner, whose background check reveals a conviction for any crime involving or against a minor." (Reg. I [c] 9.)

Background checks were optional until the 2003 season. Recent advances in computer technology – allowing greater access to public records – make it possible for background checks (at a minimum, to see if an individual is a registered sex offender in a given state) to be conducted in every U.S. state. Local Little League programs are now *required* to annually conduct a background check of Managers, Coaches, Board of Directors members and any other persons, volunteers or hired workers, who provide regular service to the league and/or have repetitive access to, or contact with, players or teams. (Reg. I [b], Reg. I [c] 9.)

The purpose of these background checks is, first and foremost, to protect children. Second, they maintain Little League as a hostile environment for those who would seek to harm children. Third, they will help to protect individuals and leagues from possible loss of personal or league assets because of litigation.

In more than 40 states, a check of the state's sex offender registry is free. In others, there is a nominal fee per person. Parents have a right to know that the leadership of their child's local Little League conducted the mandatory background check on everyone required. Whatever the cost, the local league cannot afford to ignore this new regulation. In fact, compliance is a condition of membership in Little League.

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## What Can Parents Do?

Most children have been warned about the dangers of talking to strangers. But for many children, sexual molestation is committed by someone they know. In fact, 80 to 85 percent of all sexual abuse cases in the U.S. are committed by an individual familiar to the victim, according to statistics compiled by Big Brothers & Big Sisters of America.

The truth is, child sex offenders can come from every background, every occupation, every race, and every level of education. They may be married, and they may have children of their own. It is dangerous to believe that the only threat is the stranger in a long raincoat, lurking behind a tree.

In fact, the promotion of this myth may contribute to the problem. Sometimes, a child who is molested by a known and "trusted" person will feel so guilty about not reacting the "right" way that he or she never reports the problem.

Sadly, we have all seen too many reports in which teachers, police officers, clergy, youth sports volunteers, etc., trusted by all, have violated that trust and molested children in their care. Of course, this must never be tolerated in Little League or anywhere else.

In many of these situations, the young victims are actually seduced, sometimes over a period of months or even years. The child's family is lulled into believing the unusual attention being lavished is a bond of friendship between the adult and the child. In fact, the adult abuser often uses gifts, trips, attention and affection as part of a courtship process. Sometimes, the courtship process extends to the child's parent(s), but the real target is the child.

Often, but not always, the victim of this type of child sex offender is the child of a single parent. In these cases, the single parent sees the child's adult friend as a surrogate parent – a Godsend. The very opposite is true.

### Two good rules of thumb

#### for all local Little Leagues and parents

Generally, a person involved in a local Little League program should not put himself or herself in a one-on-one situation involving a child who is not their own. Of course, some isolated situations may arise where one-on-one situations could take place. However, a one-on-one situation should not be actively *sought out* by the adult, and should not be an ongoing occurrence.

# Coaches Code of Conduct

## CODE OF CONDUCT - Coaches are Role Models

"Our Little League is in the process of putting together a newsletter for the coaches stating Coaches Code of Conduct. I thought in the past in one of the ASAP newsletters I saw one but I cannot find it. Our local league is putting a newsletter together on this and it would help if Little League already had some information on this and additional ideas for a list to be handed out and signed by the Managers and Coaches as to their conduct during games and practices to help guide them."

George Colby  
Easton, Conn., Little League, District 2

*Editor's Note: Here is a Code of Conduct that is used in many safety plans. On the next page (pg 8) is a Volunteer Code of Conduct that serves as a reminder of the important role coaches and managers have in the development of youth people. It stresses that sports should be about fun, physical exercise and character development, and not winning.*

Speed Limit 5 mph in roadways and parking lots while attending any \_\_\_\_\_ Little League function. Watch for small children around parked cars.

No Alcohol allowed in any parking lot, field, or common areas within the \_\_\_\_\_ Little League complex.

No SMOKING or Tobacco products of any kind (including spit tobacco) allowed in any common areas within the \_\_\_\_\_ Little League complex.

No Playing in parking lots at any time.

No Playing on and around lawn/maintenance equipment.

No Profanity allowed in any parking lot, field, or common areas within the \_\_\_\_\_ Little League complex.

No Swinging Bats or throwing baseballs at any time within the walkways and common areas of the Little League complex.

No throwing balls against dugouts or against backstop.

No throwing rocks and no climbing fences.

Only a player on the field and at bat, may swing a bat (Ages 5 - 12).

Observe all posted signs. Players and spectators should be alert at all times for Foul Balls and Errant Throws.

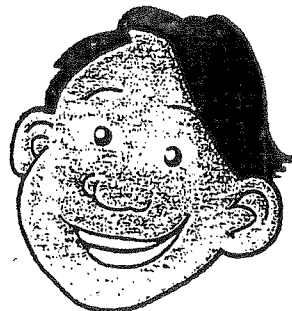
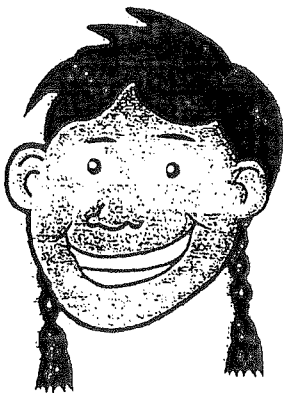
During game, players must remain in the dugout area in an orderly fashion at all times.

After each game, each team must clean up trash in dugout and around stands.

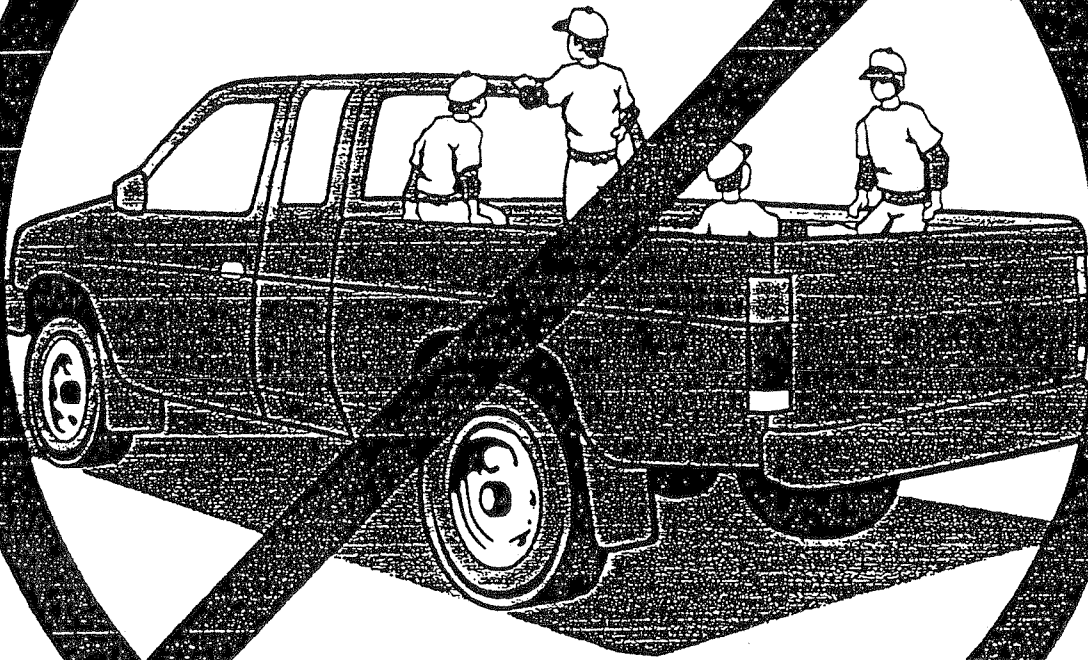
All gates to the field must remain closed at all times. After players have entered or left the playing field, gates should be closed and secured.

No children under age of 16 are to be permitted in the Snack Bars.

Failure to comply with the above may result in expulsion from the \_\_\_\_\_ Little League field or complex.



# PLEASE



## Keep'em Safe! Kids Aren't Cargo!

• Motor vehicle crashes are the leading cause of death for children 5-15 years of age. Kids should ride in the back seat with seat belts fastened.

• Children riding in the beds of trucks have no safety restraining devices to protect them in case of an accident.

• Passengers who are ejected from a vehicle are three times more likely to die than those who remain in the vehicle.

*\* Information from the National Highway Traffic Safety Administration*

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