

Post Oak Little League (POLL)



**2025
Safety Manual
For
Managers and Coaches**

In Association with:



Post Oak Little League Medical and Safety Phone Numbers

City of Houston Police Dept.....911

City of Houston Emergency Medical Services911

City of Houston Fire Department (Tanglewood Station).....911

Post Oak Little League Safety Officer

William Doggett

Cell: (713) 249-7784

Directors of Sports Medicine

Dr. Ryan Stuckey

Cell: (316) 393-1775

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Post Oak Little League District 16 League # 3431607

William Doggett is or will be registered as Post Oak Little League District 16 Safety Officer for the 2025 Season with Little League International. All Volunteers will be provided a copy of and / or access to the 2025 Post Oak Little League Safety Manual. The 2025 Annual Little League Facility Survey has been completed and submitted to Little League International. Team Rosters including Managers and Coaches by Division will be submitted to the Little League Data Center for 2025.

Post Oak Little League Safety Manual

This Manual is designed for use as guidelines for all volunteers, umpires, coaches, managers, parents and facilities crew participating at Post Oak Little League, which is referred to below as “**POLL**”. A copy of this manual is available at each field, the concession area and the first aid area for reference. Each coach, manager and umpire also has a copy for reference. These will be sent by e-mail. A printed copy should be with each coach at every POLL event.

Safety Code For Little League Baseball

ORGANIZATION

Responsibility for safety procedures should be that of an adult member of the Post Oak Little League. The Safety Officer is a POLL board position and on file with Little League headquarters. Arrangements should be made in advance of all games and practices for emergency medical services. Background checks and the little league 2025 volunteer application form are mandatory and are to be reviewed by the safety officer. Dates and attendance of training sessions are to be recorded for accuracy.

TRAINING

Managers, coaches and umpires should have training in first aid. Each manager or coach must attend first aid training once every three years, and a minimum of one coach or manager from each team must attend each year. First-aid kits are available at the fields. The league coordinators are responsible for ensuring the coaches have adequate medical training to be able to appropriately respond to injuries and emergencies. At least one of our Directors of Sports Medicine will be present at initial coaches meetings and are available for additional training / advice as may be required. Basic training in First Aid, the Do's and Don'ts of an injured player, and “What's in the medical kits and how to make use of them” will be the topics covered. First USA med kits are provided to each team; in addition, a general first-aid kit is located at the concession stand and inside each of the 4 towers at the POLL fields.

Managers and coaches must attend coaching training sessions at least once every three years, and a minimum of one coach or manager from each team must attend each year. It is a mandatory rule of POLL that all coaches and players be provided access to fundamental training in: Proper stance and hitting form, basic fielding and catching, and most importantly, proper base running and sliding techniques. The League Coordinators will be responsible to make sure that all teams have administered fundamental training of the players by the third scheduled practice of the regular season. The Safety Officer will coordinate the scheduling of the Fundamental Training and be responsible for encouraging attendance.

First aid and fundamental training sessions shall be included or made available at the organizational meetings for coaches each year.

FACILITIES AND EQUIPMENT

- No games or practices should be held when weather or field conditions are not good, particularly when lighting or weather is poor.
- Managers and umpires are responsible to **walk and inspect each field before each practice or game** for holes, damage, glass, and other foreign objects and hazards. Any repairs should be reported to the league commissioner.
- The league will regularly inspect and replace equipment as needed. Coaches are to inspect equipment before each use and replace or repair broken equipment prior to use. Umpires are required to ensure equipment is safe before each game. If not repaired, report to league commissioner.
- POLL will follow accepted regulations and safety standards for the concession stand.
- POLL has provided a safety drop off lane for children near the Pee Wee Field. Parents should drive slowly at all times and watch for children; Coaches should remind team parents of this necessity, and continue to do so during the season as necessary.
- POLL has installed warning tracks, padded fence tops and netting to protect players and spectators.

ACTIVITIES

- POLL players must wear league specific protection gear as outlined by Little League International.
- Catchers must wear catchers helmet and mask with a throat protector in all practices and games. This applies between innings and in bullpen practice sessions. Catchers must wear cups. Mouth guards are highly recommended as injury prevention equipment. When pitchers are warming up on mounds adjacent to field of play, during games and practices, a 3rd player with a helmet on must stand behind pitcher for protection of any field play.
- No swinging of bats is allowed except in designated batting cages and soft toss area. Dugouts are off limits to swinging of bats.
- No swinging of bats is allowed on the field of play except by the player batting. The on deck player shall not pick up his bat until going to the plate to bat.
- Coaches are responsible to help enforce Little League rules in practices and games.
- In accordance with Rule 3.09, coaches are not allowed to catch pitches: this includes informally during warm up or practice.

Post Oak Little League Concession Procedures

Post Oak Little League uses a local restaurant to run and maintain the concession area at Post Oak Little League. The concession area is maintained in accordance with local health requirements. Anybody working in the concession area is to be trained in proper food handling and preparation prior to working in the concession area. Training will be provided by the concession stand manager. Training will also cover the safe use of the equipment. See page 13 of this manual for Concession Stand Tips.

Equipment will be inspected periodically and repaired or replaced when needed. Propane tanks will be turned off at the grill and at the tank after use. Propane tanks will be stored in an open air area under lock. Cleaning materials and chemicals will be stored properly. Concession room door will not be locked or blocked while people are inside. No person under the age fifteen will be allowed behind the counter of the concession stand.

Post Oak Little League Rules

- All gates to each ball field must be secured and remain closed at all times during practices and games.
- Observe all posted signs around our fields. Players, Coaches and Spectators should be on the alert at all times for foul balls. We encourage verbal alerts for foul balls. Extra vigilance is advised for families with small children.
- Climbing of any fences shall not be permitted.
- Swinging bats or throwing baseballs within the common areas is strictly prohibited and strictly enforced by all coaches to ensure safety.
- After each game, each team is responsible to pick up all trash in the dugout and surrounding area. The Home team is ultimately responsible to leave both dugouts, stands and the common area clean.
- No Alcohol or Drugs are allowed at any time on Post Oak Little League Premises, including parking lots, common areas and fields.
- Use extreme caution when driving in and around the baseball complex. Be aware of small children who run between vehicles.

Post Oak Little League Zero Tolerance Policy

The mission statement of POLL is: “to implant firmly in children of the community the ideals of good sportsmanship, honesty, loyalty, courage and respect for authority, so that they may be well adjusted, stronger and happier children and will grow to be good, decent, healthy and trustworthy citizens...and...all directors, officers, managers, coaches, and members of the league shall bear in mind that the attainment of exceptional athletic skills or the winning of games is secondary. The molding of children into future citizens is of prime importance.”

Too often, in recent times, this ethic has been ignored to the detriment of our players, coaches, umpires, and spectators. In an effort to return to the ideals outlined in our mission statement, the Directors of POLL have adapted a policy of “Zero Tolerance” regarding the abusive, rude, or unsportsman-like conduct by any player, coach or spectator.

Effective March 1, 1999, with respect to any regular season, fall season, playoff, tournament or all-star game, the POLL Board of Directors established a policy of zero tolerance which will be enforced in any situation where and umpire ejects a player of coach from a scheduled game, or ejects a spectator from the premises of any scheduled game, “for cause”.

“**For Cause**” shall be determined to include, but not limited to, the following infractions:

- Throwing a helmet or other equipment in anger or with intent to cause injury
- Profanity or verbal abuse directed at any umpire or other participant(s) or spectator(s), the determination of which shall be based upon the umpire’s best judgment; or
- Unsolicited physical contact, which would constitute assault under the State Law.

Any player, coach or spectator of POLL ejected for cause shall be suspended from his/her team’s next two games (not counting the game which ejected) and will not be allowed on the field and may not participate in any way in the games played during the time of the suspension. In the event the suspended player, coach or spectator does not leave the field immediately following his/her ejection, that individual team shall immediately forfeit the game.

In the event any player, coach, or spectator who is a POLL member who is serving, or has served, during the current season, a suspension under the policy of zero tolerance and there is a second incident in which such player, coach, or spectator shall be banned from participating in POLL activities for the remainder of the season, including playoffs, tournaments and all-star games.

Post Oak Little League Coaches Training

As noted above, at least one manager / coach will be required to attend baseball fundamentals training session and a first aid training session prior the beginning of the season, and every manager / coach must attend these training sessions at least once every three (3) years. These mandatory sessions will be held prior to the season, the date confirmed by each league commissioner. A second makeup session will be offered for those who miss the first session.

Post Oak Little League Volunteer Registration

Each Manager, Coach, League Official, Volunteer and all elected officers will be required to fill out the Little League Volunteer Application prior to the beginning of the season. The LL Volunteer Application is on the following page. Each volunteer will be screened according to Little League International standards including background checks and review of national sex offender registry.

Post Oak Little League First Aid Procedures and Safety Tips

GENERAL SAFETY – FIRST AID

- Manager/Coach's **Cellular Telephones** required on hand at all practices/games
- Maintain copy of **Players Medical Release Forms** on hand at all practices/games
- **League First Aid Kit's** located Pee Wee Tower, Majors (East) Tower, Middle Field Tower, Juniors Tower and Concession storage...alternatively keep a first aid kit on hand at all practices/games. Inform POLL Safety Officer of needed refills/replacements. Be familiar with First Aid Kit Contents.
- **POLL AED (Defibrillators) in the event of Cardiac Arrest. Located in each field Tower (4); mounted on the wall.** Purchased in 2010 (1) and 2023 (3), they are inspected monthly by the POLL Safety Officer.
- **Ice Bags** are available at the concession stand at all times; cold packs are located in each field tower.
- Always **know your limitations** when treating an injury
- **Never hesitate to assist** in obtaining medical attention or facilities when an accident takes place
- Keep **injured party calm – be reassuring** the injury is being attended to
- Other than water, **do not give injured party food, drink or medications.**
- When treating an injury, remember – **Protection, Rest, Ice, Compression, Elevation and Support**
- Keep injured party still and do not transport unless an extreme emergency exists threatening further injury
- **CPR** should only be administered by a person trained in the technique
- **Report All Injuries and Safety Hazards to the POLL Safety Officer as soon as possible.**

ACCIDENT REPORTING PROCEDURES

What to Report – A baseball or any such incident that causes any POLL player, manager, coach, umpire or spectator to receive medical attention or treatment. This also includes any passive treatments or a medical diagnosis that would prevent a player from participating in practices or games. All such incidents must be reported to the POLL Safety Officer.

When / Where to Report – All incidents listed above must be reported to the POLL Safety Officer within 24 hours from the time of the incident. The POLL Safety Officer for 2025 is **William Doggett**, he can be reached at the following number:

Cellular Phone: (713) 249-7784

How to File a Report – Complete an Injury Tracking Report and call the POLL Safety Officer. Provide the following information:

- Name and phone number of the party involved
- Date, Time and Location of the incident
- A detailed description of how the incident occurred and who was involved
- An estimate of the extent of the injuries.

Follow-Up Procedures – The POLL Safety Officer shall be responsible for:

- Contacting the injured party's parents / guardians and verify all information concerning the incident
- Obtaining any other relevant information necessary
- Checking on the status of the injured party

- Providing assistance and information as to POLL insurance forms and any claims relevant to the incident

Emergency Treatment of Athletic Dental Injuries

(From the Academy for Sports Dentistry)

AVULSION (Entire Tooth Knocked Out)

1. Avoid additional trauma to tooth while handling. **Do Not** handle tooth by the root. **Do Not** brush or scrub tooth. **Do Not** sterilize tooth.
2. If debris is on tooth, gently rinse in cool water.
3. If possible, re-implant and stabilize by biting down gently on towel or handkerchief. Do only if athlete is alert and conscious.
4. If unable to re-implant:
 - Best: Place tooth in Hank's Balanced Saline Solution ("Save-A-Tooth")
 - 2nd Best: Place tooth in milk. Cold whole milk is best followed by cold 2% milk.
 - 3rd Best: Wrap tooth in saline soaked gauze.
 - 4th Best: Place tooth under athlete's tongue. Do this only if athlete is conscious and alert.
 - 5th Best: Place tooth in cup of cool water.
5. Time is very important. Reimplantation within 30 minutes has the highest degree of success rate.

TRANSPORT IMMEDIATELY TO DENTIST

LUXATION (Tooth In Socket, But Wrong Position)

EXTRUDED TOOTH-Upper tooth hangs down and/or lower tooth raised up.

1. Reposition tooth in socket using firm finger pressure.
2. Stabilize tooth by gently biting on towel or handkerchief.
3. TRANSPORT IMMEDIATELY TO DENTIST.

LATERAL DISPLACEMENT-Tooth pushed back or pulled forward.

1. Try to reposition tooth using finger pressure.
2. Athlete may require local anesthetic to reposition tooth; if so, stabilize tooth by gently biting on towel or handkerchief.
3. TRANSPORT IMMEDIATELY TO DENTIST.

INTRUDED TOOTH- Tooth pushed into gum -looks short.

1. Do nothing- Avoid any repositioning of tooth.
2. TRANSPORT IMMEDIATELY TO DENTIST.

FRACTURE (Broken Tooth)

- If tooth is totally broken in half, save the broken portion and bring to the dental office as described under Avulsion, item 4. Stabilize portion of tooth left in mouth by gently biting on towel or handkerchief to control bleeding.
- Should extreme pain occur, limit contact with other teeth, air or tongue. Pulp nerve may be exposed, which is extremely painful to athlete.
- Save all fragments of fractured tooth as described under Avulsion, item 4.
- Immediately transport patient and tooth fragments to dentist.

Weather-Related Safety and Procedures

PREFACE

Post Oak Little League has two “state of the art” Sky-Scan Lightning detection units. The SkyScan unit can detect lightning and severe thunderstorm activity up to 40 miles away. These two units can be used by any board member to monitor the weather. However, even with two units, the importance of constant weather observation from a common sense approach cannot be over stressed.

SAFETY PROCEDURE

The Sky-Scan unit is set to detect lightning at a range of 8-20 miles. When the lightning is endangering play, the director monitoring play will inform all fields to stop play and clear the area. This is a mandatory rule for POLL. This procedure shall apply to all practices, games, playoffs, and tournament play held on POLL grounds. If there are any questions, an instruction booklet is located in the concession area, or a copy may be obtained by the Safety Officer. The Safety Officer shall periodically inspect the units for operational performance.

WEATHER FACTS YOU SHOULD KNOW

- The average stroke of lightning is over 6 miles long.
- Thunderstorms can move at speeds of 25 miles per hour and you can be in immediate danger when detected lightning approaches 8-10 miles of your location.
- Remember-Sky Scan cannot detect where the next lightning stroke may occur.
- Lighting from an overhanging anvil can strike 10 miles from the center of the storm – occurring on what appears to be a sunny day!
- On average, thunder can be heard from a distance of 3-4 miles. This means by the time you hear the thunder, you are already in danger of lightning strokes.
- Once again, if a coach or manager feels a threat of weather, do not wait for the Sky-Scan unit to go off. Stop play and get the children and spectators to safety.

WHERE TO GO

Although no place is absolutely safe from lightning strokes, some places are better than others are. Consider the following areas around Post Oak Little League:

- If time permits, the best place to seek is a fully enclosed metal vehicle with the windows rolled up.
- Other considerations would be large enclosed shelters, such as inside the concession stand or the protected gazebo.
- Players and spectators at the pee-wee field should seek shelter to their vehicles immediately. Do not attempt to cross the open field area or stand under trees.
IF THERE IS ANY DOUBT GET OFF THE FIELD AND TO A SAFE AREA!

PEE-WEE PITCHING MACHINE SAFETY

PITCHING MACHINE SAFETY RULING

(Effective as of May 15, 1996)

After several near collisions with the pitching machine, and review of the "JUGS" manufacturer's safety recommendation, in addition to the ball being called "dead" when striking the machine, the umpire may also rule the ball "dead" if, in his judgment, the ball is approaching (on the ground or in flight), settling in or "dribbling" into an area so close to the machine that a player attempting to field the ball would be placed in danger. The same rules apply as if the ball had struck the machine. A hard hit ball passing through or near the machine with little or no chance of fielding by the pitcher should be allowed to remain "alive".

Also, the pitcher's "ready position" must be off the pitcher's mound, not directly in the line of the pitch, with one foot positioned 12 inches off the perimeter of the mound. He must also be stationary and not "roam".

More importantly, please stress to your players, particularly those playing the position of pitcher, the dangers associated with the pitching machine and the importance of "keeping away" from the machine. The umpires and coaches shall use all reasonable efforts to keep players a safe distance from the machine as well as caution players when they are encroaching to close.

Equipment And Field Storage Procedures

- All chemicals or other materials used by POLL shall be properly marked and labeled as to contents.
- The groundskeepers shall maintain all storage facilities in a neat and orderly fashion. This includes restoring all machines and other materials back to their original storage facilities after use.
- Any accidental spillage of chemicals or other materials shall be cleaned up immediately as to prevent harm or accidental poisoning.
- Other than the groundskeepers, any use of machinery or other materials must be approved by the Facilities Director.
- It shall be the responsibility of the Home Team to secure the public address system, scoreboard equipment and Tower after each game.
- Be reminded that children are never allowed in the Towers at any time.
- Coaches shall lock all equipment stored in the container sheds.
- The Facilities Director shall periodically inspect the condition of all electrical cords and replace as necessary.
- Any unsafe electrical, plumbing or grounds keeping conditions should be reported to the Safety Officer immediately.

Heat & Humidity: DANGER

High heat with humidity form dangerous combination for players, even at practice

Most coaches understand they need to take breaks between innings of games when the temperatures soar, giving their players a chance to rehydrate and dissipate their extra body heat. But be careful with practices, too.

High school to professional athletes have died of heat illness in the last several years during practices in hot, humid weather. Cory Stringer of the Minnesota Vikings NFL team is the most famous case,

but the combination of high heat and humidity can create an atmosphere where the athletes' bodies cannot properly dissipate the heat they generate in even normal activities.

Take breaks every 20 minutes for water and rest in the shade or with cool, wet clothes

to drape over necks and promote evaporation to help the skin cool the body's interior.

Take a cooler with ice and water for players to use throughout practice and games. In severely hot areas like southern California, Arizona and New Mexico, some leagues have set up misters in the dugouts to spray a light water mist over the players to help cool them each inning.

Children's heat regulating processes are not fully developed, and their skin surface is proportionately greater than that of an adult's. So don't expose players to prolonged workouts or games in high heat, or moderate heat with high humidity; it's a risk you shouldn't take.

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Because their body surface to weight ratio is high, a child's skin actually works against them, taking in more heat than they can absorb internally; so where an adult's temperature might slowly climb as they become overheated, on a hot, humid day a child's will skyrocket, leaving little time to react.

To protect players from heat illnesses — heat stress, heat exhaustion and heat stroke — make sure all your players are properly hydrated before games and practices.

Relative Humidity (%)

Air Temperature	Relative Humidity (%)																
	40	45	50	55	60	65	70	75	80	85	90	95	100				
110																	
108																	
106																	
104																	
102																	
100																	
98																	
96																	
94																	
92																	
90																	
88																	
86																	
84																	
82																	
80																	

**Heat Index
(Apparent Temperature)**

Make sure your coaches know to schedule drink breaks every 15 to 30 minutes during practices on hot days, and to encourage players to drink between every inning.

When to Play

With All-Star games nearly upon us, make sure coaches aren't over-scheduling practices. Practices should occur in the morning before noon or in the evening, as temps start to drop.

On hot days, many leagues have a mandatory break every three innings for all participants — especially needed for umpires, catchers and pitchers — to cool off and rehydrate. On especially hot days, take a break more often.

What, When to Drink

- Drink 10 to 16 ounces of cold fluid about 15 to 30 minutes before workouts.
- Drink 4 to 8 ounces of cold fluid during exercise at 10 to 15 minute intervals.
- Drink a beverage that contains a small amount of sodium and electrolytes like potassium and chloride.
- Start drinking early in your workout

With Prolonged Exposure and/or Physical Activity

Heat Stroke or Sunstroke highly likely

Danger

Sunstroke, muscle cramps, and/or heat exhaustion likely

Extreme Caution

Sunstroke, muscle cramps, and/or heat exhaustion possible

Caution

Fatigue Possible

because you will not feel thirsty until you have already lost two percent of your body weight; by that time you will already be significantly dehydrated.

- Avoid carbonated drinks, which can cause gastrointestinal distress and may decrease the fluid volume.
- Avoid beverages with caffeine due to its diuretic effect.
- Research has found that sports drinks containing between 6% and 8% carbohydrates (sugars) are absorbed into the body as rapidly as water and can provide energy to working muscles that water cannot.

Concession Stand Tips

SAFETY FIRST

Requirement 9

12 Steps to Safe and Sanitary Food Service Events: The following information is intended to help you run a healthful concession stand. Following these simple guidelines will help minimize the risk of foodborne illness. This information was provided by District Administrator George Glick, and is excerpted from "Food Safety Hints" by the Fort Wayne-Allen County, Ind., Department of Health.

1. Menu.

Keep your menu simple, and keep potentially hazardous foods (meats, eggs, dairy products, protein salads, cut fruits and vegetables, etc.) to a minimum. Avoid using precooked foods or leftovers. Use only foods from approved sources, avoiding foods that have been prepared at home. Complete control over your food, from source to service, is the key to safe, sanitary food service.

2. 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 foodborne illnesses from temporary events can be traced back to lapses in temperature control.

3. 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.

4. 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 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 foodborne illness.

5. Hand Washing.

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

6. 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.

7. 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.

8. Dishwashing.

Use disposable utensils for food service. Keep your hands away from food contact surfaces, and never reuse disposable dishware. Wash in a four-step process:

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

9. 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 foodborne illness.

10. 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.

11. 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.

12. 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.

13. Set a Minimum Worker Age.

Leagues should set a minimum age for workers or to be in the stand; in many states this is 16 or 18, due to potential hazards with various equipment.

Safety plans must be postmarked no later than May 1st.

Volunteers Must Wash Hands

HOW



WHEN

Wash your hands before you prepare food or as often as needed.

Wash after you:

- ▶ use the toilet
- ▶ touch uncooked meat, poultry, fish or eggs or other potentially hazardous foods
- ▶ interrupt working with food (such as answering the phone, opening a door or drawer)
- ▶ eat, smoke or chew gum
- ▶ touch soiled plates, utensils or equipment
- ▶ take out trash
- ▶ touch your nose, mouth, or any part of your body
- ▶ sneeze or cough

Do not touch ready-to-eat foods with your bare hands.

Use gloves, tongs, deli tissue or other serving utensils.

Remove all jewelry, nail polish or false nails unless you wear gloves.

Wear gloves.

when you have a cut or sore on your hand
when you can't remove your jewelry

If you wear gloves:

- ▶ wash your hands before you put on new gloves

Change them:

- ▶ as often as you wash your hands
- ▶ when they are torn or soiled

Equipment / Personal Gear

- Each player should bring their own water bottle and should not share with other players.
- All game balls will be provided by POLL.
- Helmets and batting gloves should not be shared amongst players.
- Catcher's helmets are never to be shared; each player who wishes to play the catcher position must provide their own catcher's helmet.

Facilities

- Concessions will be available. Proper social distancing and masks/face coverings are required.
- Snow Cones will not be available to players this season in the concession stand.
- Hand sanitizer stations will be available throughout the facility.

2025

Good Procedures to Implement

Checklist for Managers, Coaches, and Umpires

Here are some good procedures for your league to implement and follow on several required areas of the safety plan. Requirements 7, 10, 12 and 13 are all included in the checklists below. These come from several leagues whose volunteers are providing safety leadership through their efforts to increase awareness and help volunteers do the right thing at the right time.

A. Safe Playing Areas

Regular safety inspections of all fields, (practice and game), structures, and dugouts, is the best way to eliminate conditions that cause accidents. Managers, coaches, and umpires should routinely check playing area for:

1. Holes, damage, rough or uneven spots, slippery areas, and long grass
2. Glass, rocks, foreign objects
3. Damage to screens or fences, including holes, sharp edges, or loose edges
4. Unsafe conditions around backstop, pitcher's mound, or warning track
5. Proper attire by the catcher at all times, including in the bull pens and in between innings

B. Safe Equipment

All equipment shall be inspected before each use. Regular safety inspection of equipment is essential. Managers, coaches, and umpires should:

1. Be sure all equipment is LL approved
2. Inspect all bats, helmets, and other equipment on a regular basis. Dispose of unsafe equipment properly.

3. Keep loose equipment stored properly
4. Have all players remove all personal jewelry
5. Parents should be encouraged to provide safety glasses for players who wear glasses
6. Repair or replace defective equipment

C. Safe Procedures

Managers and coaches must:

1. Have all players' medical release forms with you at every practice and game
2. Have a first aid kit with you all practices and games
3. Have access to a telephone in case of emergencies
4. Know where the closest emergency shelter is in case of severe weather
5. Ensure warm-up procedures have been completed by all players
6. Stress the importance of paying attention, no "horse playing allowed"
7. Instruct the players on proper fundamentals of the game to ensure safe participation
8. Each practice should have at least 2 coaches in case of an emergency

D. Weather Conditions

Before the Storm

1. Check the weather forecast before leaving for a game or practice
2. Watch for signs of an approaching storm
3. Postpone outdoor activities if storms are imminent

Approaching Thunderstorm

1. Take caution when you hear thunder. If you hear thunder, you are close enough to get struck by lightning. During a game, the umpire will clear the field in the event of an approaching storm.

2. Move to a safe environment immediately. Do not go under a tree or stay in the dugout.
3. If lightning is occurring and there is not sturdy shelter near, get inside a hard top automobile and keep the window up.
4. Stay away from water, metal pipes, and telephone lines.
5. Unplug appliances not necessary for obtaining weather information. Avoid the telephone except for emergency use only.
6. Turn off air conditioners.

If caught outdoors & no shelter exists

1. Find a low spot away from trees, fences, light poles, and flagpoles. Make sure the site you pick is not prone to flooding.
2. If in the woods, take cover under shorter trees.
3. If you feel your skin begin to tingle or your hair feels like it's standing on end, squat low to the ground, balancing on the balls of your feet. Make yourself the smallest possible target, tuck your head between your legs, and minimize your contact with the ground.

What to do if someone is struck by lightning

1. The person who has been struck will carry no electrical charge; therefore, they are safe to touch.
2. Call 9-1-1 as soon as possible for help.
3. Check for burns to the body.
4. Give first aid as needed.
5. If breathing and/or heartbeat have stopped, perform CPR until EMS arrives.
6. Contact the league Safety Officer or President ASAP.

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.

