

2023

League Safety Officer Manual

League Name HALF HOLLOW HILLS

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League # _____

SECTION

1

SECTION

1

HALF HOLLOW HILLS
LITTLE LEAGUE

SAFETY PLAN
MANUAL

LEAGUE ID NUMBERS : 232-34-14

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All inquiries regarding local league and district activities should be directed to the appropriate regional center. To ensure a more prompt and complete response, please include your name, along with the local league name, city, and state (or province). In most cases, anonymous inquiries will not be answered.

For issues such as *tryouts, draft, constitution, elections, board of directors, tournament, or any other local league or district issue*, contact the appropriate regional headquarters below for the state or country in which you live.

- Inquiries regarding all-stars (the Little League International Tournament of Little League) must be directed to the appropriate Regional Office noted in the section below.
- Inquiries regarding the draft at the local league level must be directed to the appropriate Regional Office noted in the section below.
- Inquiries regarding elections at the local league or district level must be directed to the appropriate Regional Office noted in the section below.
- Inquiries regarding eligibility of players, managers or coaches must be directed to the appropriate Regional Office noted in the section below.
- Inquiries regarding fund-raising by the local league must be directed to the appropriate Regional Office noted in the section below.

Partners & Offers



Main Administrative Office

Little League International Baseball and Softball

539 US Route 15 Hwy, P.O. Box 3485, Williamsport, PA 17701-0485

Phone: (570) 326-1921 / Fax: (570) 326-1074

U.S. Regional Headquarters Offices

Eastern Region Headquarters (Serves these states: CT, DE, DC, MA, ME, MD, NH, NJ, NY, PA, RI, VT)

Eastern Region Director: *Corey M. Wright* (cwright@LittleLeague.org)

Assistant Eastern Region Director: *Amry Shelby* (ashelby@LittleLeague.org)

Senior Advisor, Eastern Region: *Dan Soucy* (dsoucy@LittleLeague.org)

Little League Eastern Region Headquarters, P.O. Box 2926, Bristol, CT 06011-2926

☎ Phone: (860) 585-4730 / Fax: (860) 585-4734

✉ E-mail: eastregion@LittleLeague.org

Complex name: A. Bartlett Giamatti Little League Leadership Training Center

SECTION

IA

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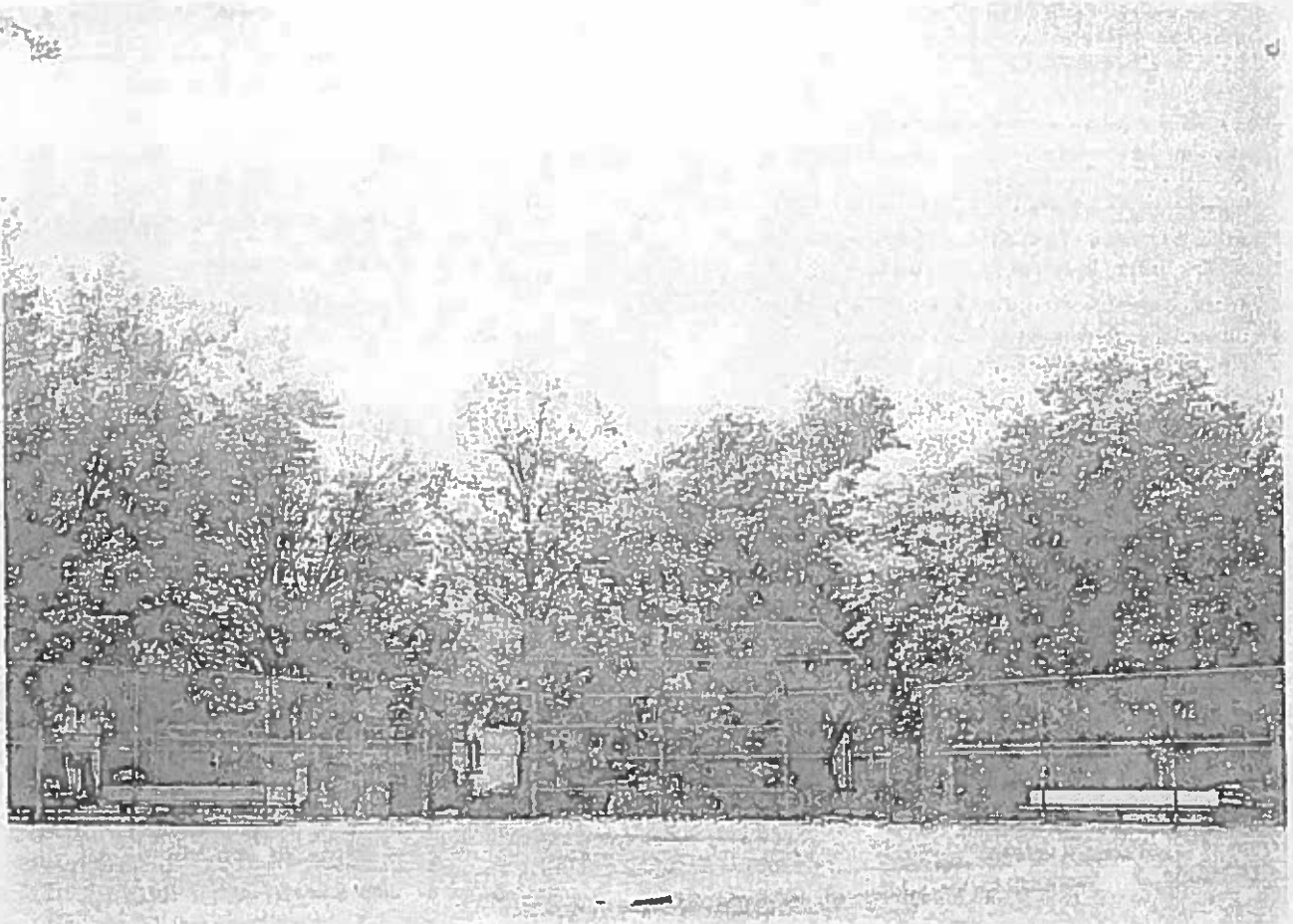
Season Play Guidelines

Summary Guidelines as of 12/1/20

Please refer to Complete set of return to play guidelines

- All players, coaches must enter/exit through designated areas.
- Temperatures will be taken (Players & Coaches) in the dugout area prior to each game.
- Dugout area's will be sectioned off so only players & coaches may enter these areas.
- All players, coaches, spectators MUST always wear a mask outside of the playing field, masks are not required to be worn on the playing field but any player that feels more comfortable wearing a mask on the playing field are allowed.
- All Coaches & Umpires must always wear a mask on & off the field.
- All Field crew/workers will be wearing masks.
- Hand sanitizer & safety signs located throughout fields.
- You cannot enter the dugouts until your field has been groomed & prepped
- Games will have at least 30 minutes in between game slots to allow for all to exit the park prior to next game slots
- DO not report to the field any earlier than 45 minutes prior to game time
- No Pre-game meetings
- Batting cages will be closed
- Snack Stand will only sell limited food, drinks & packaged foods – NO CASH ACCEPTED – ONLY Credit Cards, Apple Pay, Google Pay
- Spectators MUST bring their own seating arrangements; Bleachers will be closed.
Spectators: Limit spectators to – 2 adults per player immediate family
- Bathrooms will be limited to one person at a time
- Bathrooms will be disinfected every hour.
- All common baseball areas will be disinfected after each game
- Players must bring & use their own equipment, HHH will not provide any equipment
- Home plate umpires will be placed behind the pitcher's circle to umpire the game
- No after team meetings on the field or in the dugouts
- Each team will have their own designated game baseballs/softballs
- No Handshakes/Personal Contact Celebrations
- No Spitting, Sunflower Seeds, Gum, etc. On the playing field or dugouts

Organizing, Playing, and Watching Games



As local Little League programs are considering a return to the field, it is recommended that each league and district adheres to the guidelines set forth by their respective state and local government and health officials in terms of public gatherings, organized youth sports, and sporting events when determining when it is safe to return to Little League activities. Local league volunteers should thoroughly review the [Season Resumption Guide \(LittleLeague.org/SeasonResumption\)](https://www.littleleague.org/SeasonResumption) and the Little League Coronavirus Frequently Asked Questions for General Information, Insurance, and Tournament before returning to play. Once your league is able to resume activities, below are some best practices for helping to provide a safe place to play, while stressing the importance of mitigating the spread of COVID-19.

These best practices have been compiled from resources and direct guidance from the U.S. Centers for Disease Control and Prevention (CDC), the World Health Organization (WHO), The Aspen Institute, among others.

Leagues are encouraged to, first and foremost, follow all directives and guidance from their state and local government, and should ask their state governmental and health officials for any information available regarding resuming youth sports within the state. All Little League managers, coaches, umpires, league officials, and families are strongly encouraged to review these guidelines.

This guidance was last updated on May 18. Little League will continue to update these comprehensive resources to provide additional best practices guidance as information is further developed around COVID-19 mitigation.

In addition to state and local guidance, we encourage leagues to consider the following when returning to play.

General Guidance

Wash Your Hands Often:

- Wash your hands often with soap and water for at least 20 seconds, or about the time it takes to recite the Little League Pledge twice, especially after you have been in a public place, or after blowing your nose, coughing, or sneezing.
- If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol. Cover all surfaces of your hands and rub them together until they feel dry. Leagues are encouraged to provide handwashing stations and/or hand sanitizer, if possible.
- Avoid touching your eyes, nose, and mouth.
- Players are encouraged to bring their own hand sanitizer for personal use. Hand sanitizer should be placed in all common areas off-field for easy use.



Key Audiences

Players
Parents/Guardians/Caregivers and Other Children
Managers/Coaches
Umpires
League and District Officials
Fans/Spectators

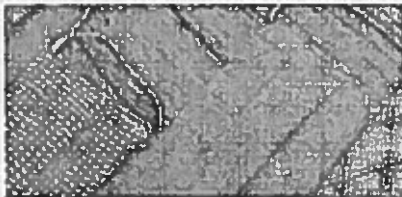
CDC Resources

[How to Protect Yourself & Others \(PDF Download\)](#)

[Use of Cloth Face Coverings to Help Slow the Spread of COVID-19 \(PDF Download\)](#)

Cover Your Mouth and Nose with a Cloth Face Covering When Around Others:

- You could spread COVID-19 to others even if you do not feel sick.
- Everyone should wear a cloth face covering when they have to go out in public, for example, in public areas around your Little League fields and parks.



- Cloth face coverings should not be placed on young children under age 2, anyone who has trouble breathing, or is unconscious, incapacitated, or otherwise unable to remove the mask without assistance.
- The cloth face covering is meant to protect other people in case you are infected.
- Do NOT use a facemask meant for a healthcare worker, as it is important for these facemasks are available for those professionals needing that personal protective equipment.
- Continue to keep six feet between yourself and others. The cloth face covering is not a substitute for social distancing.

Cover Coughs and Sneezes:

- If you are in a private setting and do not have on your cloth face covering, remember to always cover your mouth and nose with a tissue when you cough or sneeze, or use the inside of your elbow.
- Throw used tissues in the trash immediately.
- Immediately wash your hands with soap and water for at least 20 seconds. If soap and water are not readily available, clean your hands with a hand sanitizer that contains at least 60% alcohol.

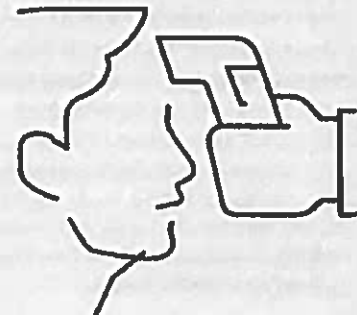
Social Distancing:

- All players, coaches, volunteers, independent contractors, and spectators should practice social distancing of six feet wherever possible from individuals not residing within their household, especially in common areas. For situations when players are engaging in the sports activity, see On-Field Guidance below for more information.
- Avoid close contact with people who are sick.
- Stay home as much as possible.



Self-monitoring and Quarantine:

- All individuals should measure their body temperature to ensure that no fever is present prior to participating or attending each Little League activity. Anyone with symptoms of fever, cough, or worsening respiratory symptoms, or any known exposure to a person with COVID-19 should not attend any Little League activity until cleared by a medical professional ([CDC Resource: If You Are Sick or Caring For Someone | PDF Download](#)).
- Any individual, including players, at risk for severe illness or with serious underlying medical or respiratory condition should only attend Little League activities with permission from a medical professional.



On-Field Guidance

Healthy Practices:

- All players and coaches should practice good general health habits, including maintenance of adequate hydration, consumption of a varied, vitamin-rich diet with sufficient vegetables and fruits, and getting adequate sleep.

No Handshakes/Personal Contact Celebrations:

- Players and coaches should take measures to prevent all but the essential contact necessary to play the game. This should include refraining from handshakes, high fives, fist/elbow bumps, chest bumps, group celebrations, etc. Little League International suggests lining up outside the dugout and tipping caps to the opposing team as a sign of good sportsmanship after a game.
- Players and families should vacate the field/facility as soon as is reasonably possible after the conclusion of their game to minimize unnecessary contact with players, coaches, and spectators from the next game, ideally within 20 minutes.

Drinks and Snacks:

- Athletes, managers/coaches, and umpires should bring their own personal drinks to all team activities. Drinks should be labeled with the person's name.
- Individuals should take their own drink containers home each night for cleaning and sanitation or use single-use bottles.
- There should be no use of shared or team beverages.
- Teams should not share any snacks or food. Players should bring individual, pre-packaged food, if needed.

Personal Protective Equipment (PPE):

- All managers/coaches, volunteers, umpires, etc., should wear PPE whenever applicable and possible, such as cloth face coveringst.
- Players should wear cloth face coverings when in close contact areas and in places where recommended social distancing is challenging or not feasible, such as in dugouts.
- Players should not wear protective medical gloves on the field during game play.
- Players, especially at younger divisions, are not required to wear a cloth face covering while on the field during game play.
- Players will be permitted to wear a cloth face covering on the field during game play, if physically able to do so, based on any directive of a medical provider or individual determination of the player/parent/guardian/caretaker.

- Cloth face coverings should not be placed on young children under age 2, anyone who has trouble breathing, or is unconscious, incapacitated, or otherwise unable to remove the mask without assistance.

Dugouts:

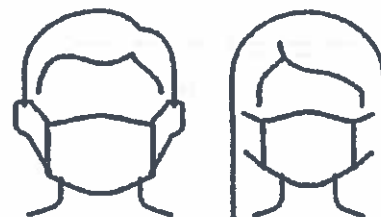
- Managers/coaches and players should be assigned spots in the dugout or on the bleachers so that they are at least six feet apart and must be placed behind a fence.
- Players are to stay at their assigned spots when on the bench or while waiting their turn to bat.
- Players and managers/coaches should wear a cloth face covering while in the dugout.

Player Equipment:

- No personal player bat bags/equipment bags should be allowed in the dugout. Player equipment should be spaced accordingly outside the dugout to prevent direct contact.
- Players should have their own individual batter's helmet, glove, bat, and catcher's equipment.
- Measures should be enacted to avoid, or minimize, equipment sharing when feasible.
- Some critical equipment may not be able to be obtained by every individual. When it is necessary to share critical or limited equipment, all surfaces of each piece of shared equipment must be cleaned first and then disinfected with an EPA-approved disinfectant against COVID-19 and allowed sufficient time to dry before used by a new player. Increased attention should be paid to detailed cleaning of all

Key Audiences

Players
Parents/Guardians/Caregivers
Managers/Coaches
Umpires



equipment directly contacting the head and face (catcher's mask, helmets).

- Player's equipment (e.g. bags, helmets, bats, gloves, etc.) should be cleaned and disinfected after each use by a parent/guardian/caretaker, where applicable.
- Individuals disinfecting equipment are encouraged to use gloves while using disinfectants and follow the manufacturer's directions for use. All disinfectants should be stored properly, in a safe area, out of the reach of children.
- Players should not share towels, clothing, or other items that they may use to wipe their face or hands

Baseballs and Softballs:

- Baseballs and softballs should be rotated through on a regular basis, at least every two innings, to limit individual contact.
- Umpires should limit their contact with the ball, and catchers should retrieve foul balls and passed balls where possible.
- Balls used in infield/outfield warm-up should be isolated from a shared ball container.
- Foul balls landing outside the field of play should be retrieved by participating players, coaches, and umpires. No spectators should retrieve the ball.

Spitting, Sunflower Seeds, Gum, etc.:

- Sunflower seeds, gum, etc., should not be allowed in dugouts or on the playing field.
- All players and coaches are to refrain from spitting at all times, including in dugout areas and on the playing field.

Game Operations and Umpire Guidance

Key Audiences

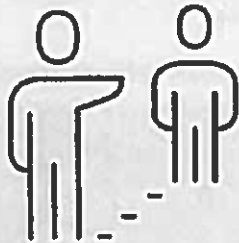
Managers/Coaches

Umpires

League/District Officials and
Volunteers

Pre-Game Plate Meetings:

- If possible, plate meetings should be eliminated.
- Social distancing of six feet between individuals should be implemented during all pre-game plate meetings between teams and umpires.



- Plate meetings should only consist of one manager or coach from each team, and game umpires.
- All participants should wear a cloth face covering.
- No players should ever be a part of plate meetings.

Equipment Inspection:

- Players should place their individual equipment in a well-spaced out manner for inspection. Umpires should avoid direct contact with equipment where possible but, when required, use hand sanitizer that contains at least 60% alcohol after the inspection of each individual piece of equipment.

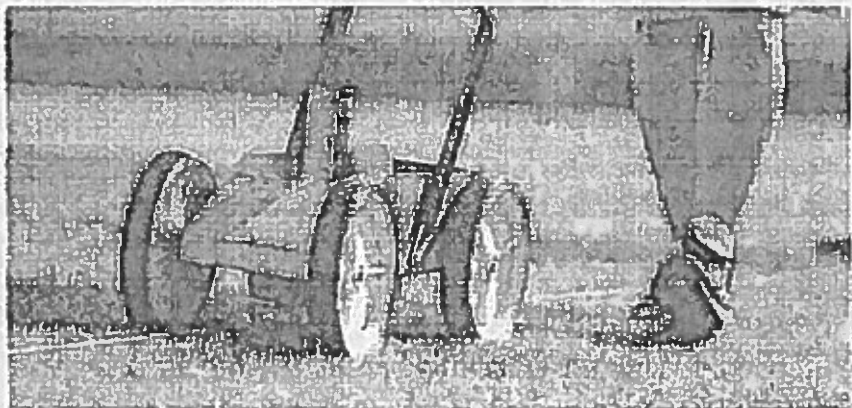


Limit League/Game Volunteers:

- For each game, there should only be the required team managers/coaches, umpires, and one (1) league administrator (i.e. Safety Officer, player agent, etc.) in attendance.
- Practices should be limited to the managers/coaches and players.
- Scorekeeping should be done by team coaches or team parent/guardian via GameChanger. Proper social distancing should be practiced.
- Press boxes should not be utilized unless there is ample room for social distancing to occur within them.

Field Preparation and Maintenance:

- Fields should be mowed, raked, and lined prior to teams and spectators arriving at the complex and after they depart. It is encouraged that volunteers already participating in the game (managers/coaches, umpires, and league administrator) perform these tasks to limit individuals at the site.
- It is recommended that any shared field preparation equipment be sprayed or wiped with cleaner and disinfectant before and after each use.



Umpire Placement:

- Umpires are permitted to be placed behind the pitcher's mound/circle to call balls and strikes. Umpires are encouraged to keep a safe distance from players as much as possible.
- If physically able, umpires are encouraged to wear cloth face coverings while umpiring.



Facility, Fan, and Administrative Guidance Part 1

Clean and Disinfect Shared Equipment and Surfaces:

- Clean AND disinfect frequently touched surfaces daily and in between all facility uses, including practices and games. This includes tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, facility equipment, dugouts, toilets, faucets, and sinks.
- If surfaces are visibly soiled or dirty, they should be cleaned with a detergent or soap and water prior to disinfection.



Spread Out Scheduling of Practices and Games:

- League administrators should schedule sufficient time between practices and games to facilitate the complete evacuation of individuals from a previous practice or game from the premises before the next group enters.
- Players/families/spectators are instructed not to show up to fields more than 40 minutes before game time.
- Where possible, individuals should enter your complex through one point of entry and exit through another.
- Arrivals to the complex can be scheduled to help ensure a large number of individuals are not arriving at the same time.
- If there is a game or practice prior to your event, families and spectators are encouraged to stay in their vehicles or at recommended social distances until the start of their game play to prevent overcrowding of spectator spaces and walkways.
- On-field warm-up should be limited as much as is reasonably possible and no more than 30 minutes.
- Ensure sure that practices and games follow all local and state directives regarding

the number of people allowed to gather in one place.

- Wait in cars before practice or game; limit the use of van pool or carpools.
- Allow time between practices and games for cleaning and disinfecting.

Limiting Spectator Attendance:

- All spectators should follow best social distancing practices — stay six feet away from individuals outside their household; wear a cloth face covering at all times; avoid direct hand or other contact with players/managers/coaches during play.
- Local Leagues may choose to minimize the exposure risk to spectators by limiting attendance to only essential volunteers and limited family members.
- Spectators should bring their own seating or portable chairs when possible.
- Leagues are encouraged to utilize streaming opportunities to provide virtual spectating.
- **A spectator with any of the following conditions should not attend a practice or game until evaluated by a medical provider and given clearance to do so:**
 - Active COVID-19 infection
 - Known direct contact with an individual testing positive for COVID-19
 - Fever
 - Cough
 - Those at higher risk for severe disease should consider consultation with their medical provider before attending a game and should ensure the strictest adherence to guidelines regarding face coverings, distancing, and handwashing. **Such groups include:**
 - Those with a serious underlying medical condition, including heart disease, morbid obesity, diabetes, lung disease, immunocompromise, chronic kidney disease, and chronic lung disease.
 - Those currently residing in a nursing home or long-term care facility
 - Those over 65

Key Audiences

League Administrators
Parents/Guardians/Caretakers
Fans/Spectators

CDC Resources

[Reopening Guidance for Cleaning and Disinfecting Public Spaces](#)

[Guidance for Cleaning and Disinfecting \(PDF Download\)](#)

[Guidance for Administrators in Parks and Recreation Facilities](#)

[Visiting Parks and Recreation Facilities](#)



Facility, Fan, and Administrative Guidance Part 2



Concession Stands:

- Leagues should follow local and/or state guidance when considering operating food or concession sales.
- Leagues opting to operate food and/or concession sales should also review and understand the CDC's guidelines.
- For leagues not operating a concession stand, families are encouraged to bring their own food/beverages.

Post Information to Promote Everyday Preventive Actions:

- Leagues should display posters and signs throughout the park to frequently remind visitors to take steps to prevent the spread of COVID-19. These messages may include information about:
 - Staying home if you are sick or do not feel well, and what to do if you're sick or feel ill.
 - Using social distancing and maintaining at least six feet between individuals in all areas of the park.
 - The CDC has downloadable resources available to post at public places, and leagues are encouraged to utilize additional resources from their state or local authorities.

Public Restrooms:

- Communicate information on available facilities and policies to all parents prior to resuming or beginning season.
- Access to public restrooms should be limited if possible.
- A "one-in-one-out" policy, where only one individual is permitted within the restroom at one time, should be implemented to ensure adequate distancing in the confined restroom space.
- Prior to and after any league activity, restrooms should be thoroughly cleaned and disinfected. Restrooms should be disinfected on a regular basis.
- Public water fountains or refillable water stations should not be used, and should be turned off to discourage use, if possible.



Key Audiences

- League Administrators
- Parents/Guardians/Coretakers
- Fans/Spectators

CDC Resources

[Reopening Guidance for Cleaning and Disinfecting Public Spaces](#)

[Guidance for Cleaning and Disinfecting \(PDF Download\)](#)

[Guidance for Administrators in Parks and Recreation Facilities](#)

[Visiting Parks and Recreation Facilities](#)

Member Communication:

- Local leagues should disseminate information to all families, volunteers, and spectators about the Coronavirus risk and the efforts your league will be undertaking to mitigate those risks, as outlined above. Information should be disseminated by way of email, league website, social media, coach talks, and public announcements.
- Designate a league board representative to be responsible for COVID19 concerns (e.g. Safety Officer).

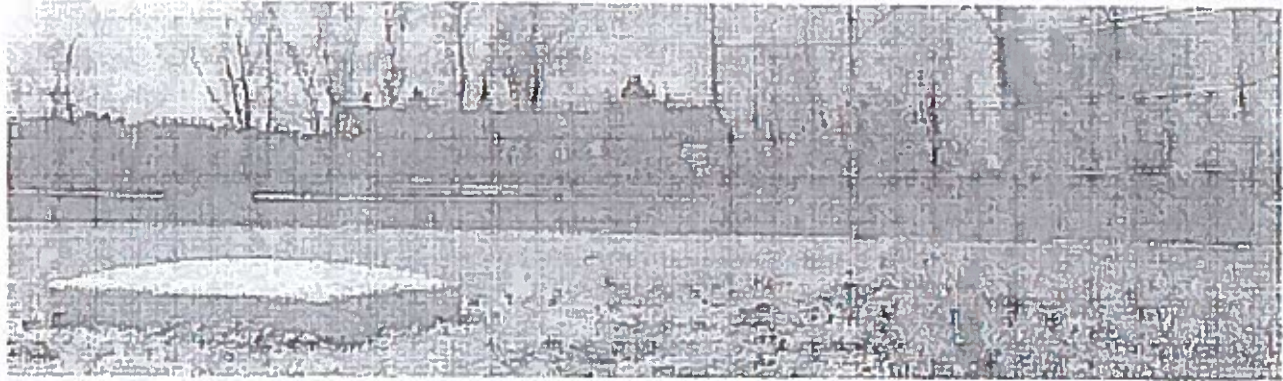
Indoor Facilities and Batting Practices:

- Prior to reserving indoor facilities for team and/or league activities, review the mitigation procedures in place for those facilities, as well as your state and local guidance on indoor activities.
- Leagues, coaches, and volunteers arranging to utilize these facilities should communicate the mitigation needs (wearing face masks, limiting participation to a specific number, etc.) to the families of those players participating and fellow volunteers.

Additional, Division-Specific Guidance

Key Audiences

Players
Parents/Guardians/Coregivers
Managers/Coaches
Umpires
League and District Officials



Tee Ball and Coach Pitch:

- Team numbers should be reduced, to help limit the number of individuals at practices and games.
- Volunteers are encouraged to be from the same household as players, as much as possible. Coaches should wear cloth face coverings whenever possible.
- The focus on these divisions should be on fun and player development.



Little League Challenger Division® and Senior Challenger Division:

- Buddies should be from the same household as the player whenever possible.
- Buddies should wear cloth face coverings whenever possible, and frequently use hand sanitizer that contains at least 60 percent alcohol.
- Parents/Guardians of players with high risk health concerns should consult a medical professional prior to having their player participate.



Little League® Sandlot Fun Days

LittleLeague.org/SandlotFunDays

- While activities should be player-led; the adult volunteers overseeing Little League Sandlot Fun Day events should provide a thorough overview of appropriate mitigation efforts and are responsible for ensuring these guidelines are followed.

Pre-/Post-Practice and Game Free Play

- Unofficial pre- and post-practice or game activities should be discouraged. If they do occur, the activities should have constant adult supervision to assure appropriate social distancing and PPE guidelines are being followed.



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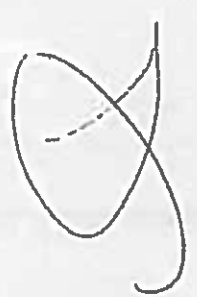
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View League Boundary Map

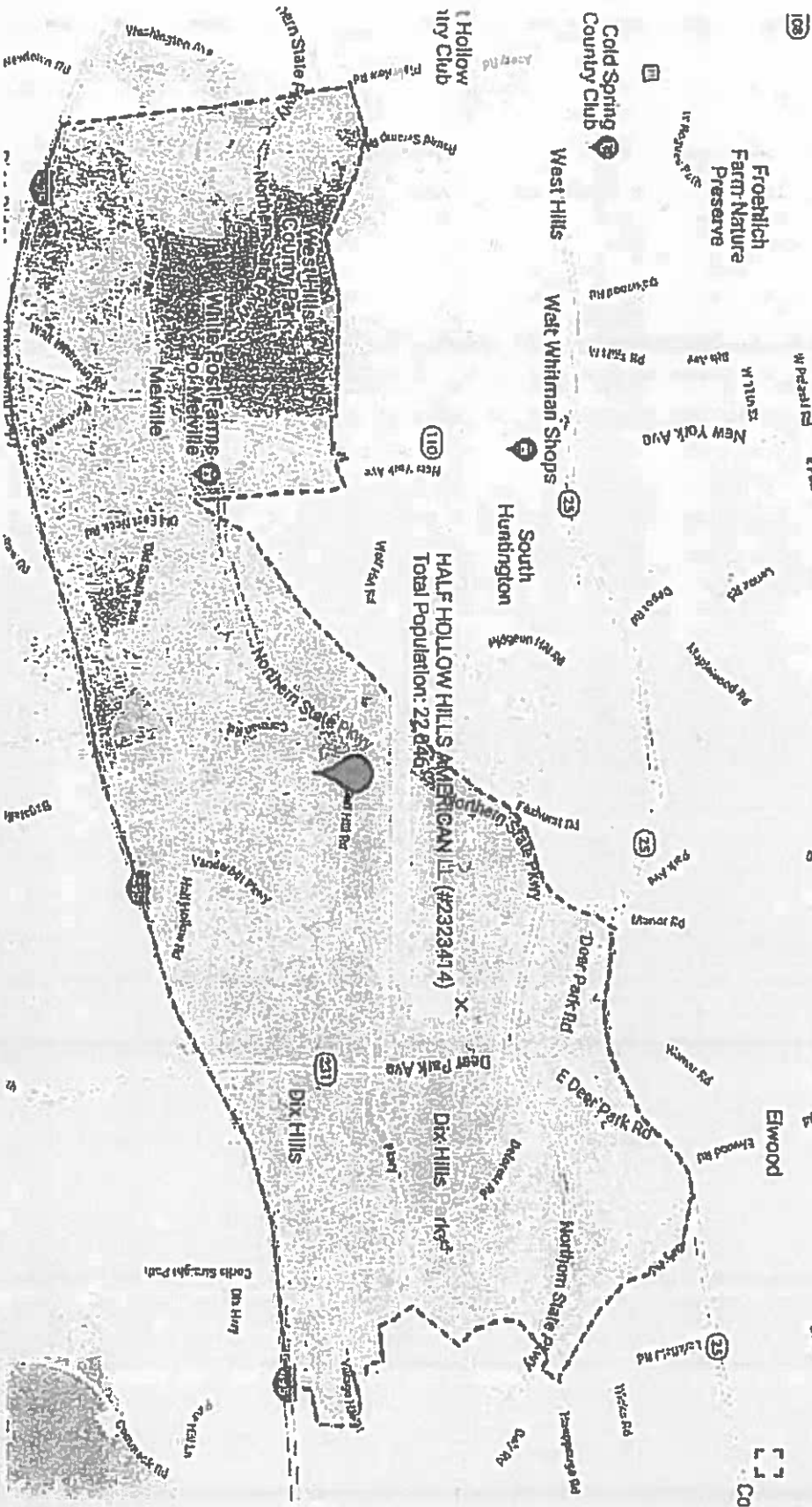
Select Boundary Map Type:

- Baseball
- Softball
- Challenger Division

Show All Leagues in District



44411
 034 PESTIDONT
 034 ADMINISTRATION



View League Boundary Map

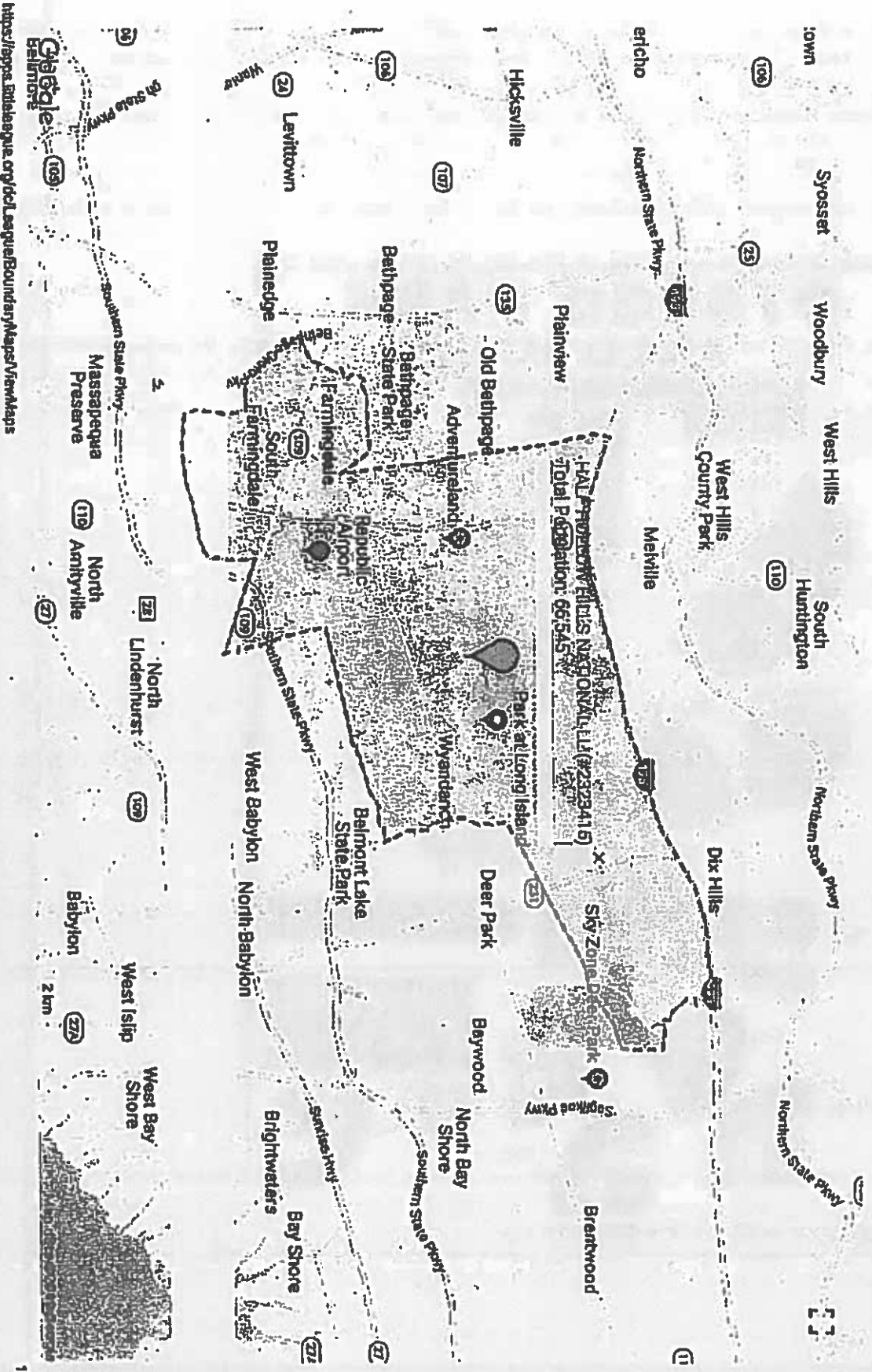
Select Boundary Map Type:

Baseball Softball Challenger Division

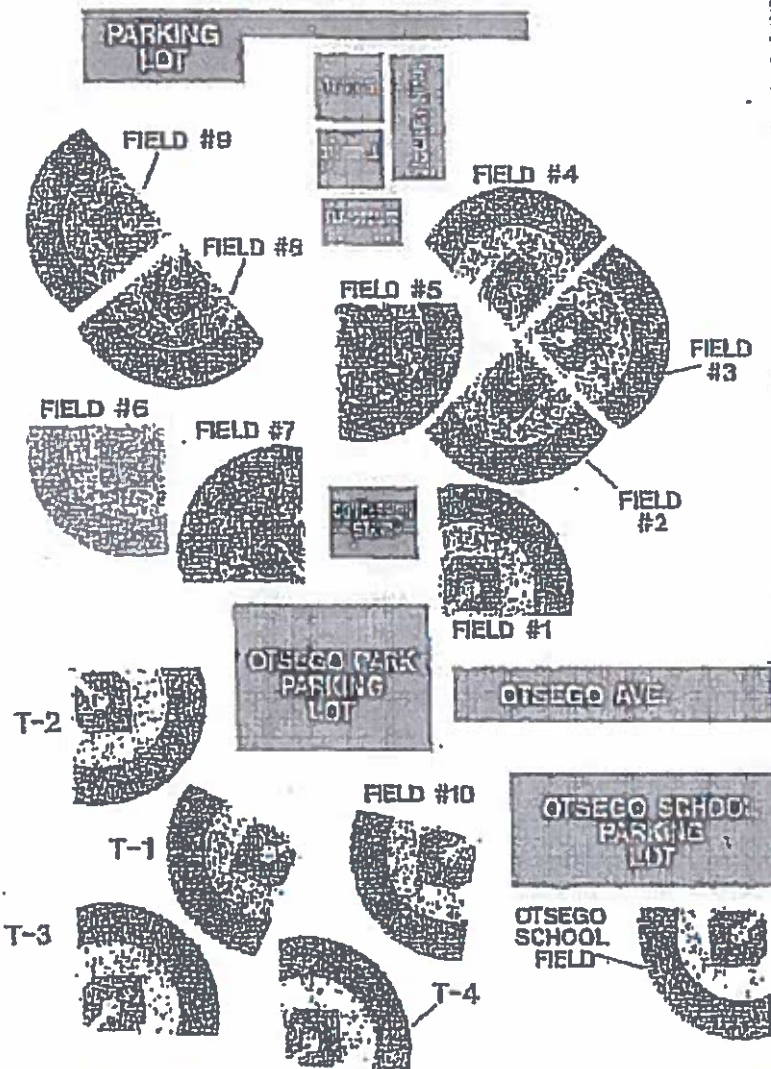
Show All Leagues in District

Handwritten signature

034 HILL
034 ADMINISTRATION
PRESIDENT



OTSEGO PARK FIELD MAP



SECTION

3

“LIST OF”

THE

BOARD OF DIRECTORS

"LIST OF"

BOARD OF DIRECTORS

EXECUTIVE COMMITTEE

DIVISION COMMISSIONERS

DIVISION SAFETY DIRECTORS

**HALF HOLLOW HILLS LITTLE LEAGUE
BOARD OF DIRECTORS**

Steven Muraco – President/Safety Officer
27 Jagger Court Melville NY 11747
Tel. No. 631.699.0100 – Work
Tel. No. 631.501.4977 - Home
Cell No. 631.445.6531
Fax No. 631.699.0101
Email: Muraco@mvsmailers.com

Jim Madden – Fall Baseball Director
3 Mehan Lane Dix Hills NY 11746
Tel. No. 631.957.5600 – Work
Tel. No. 631.254.8061 – Home

Joseph Genzardi – VP
301 Everard Street
Dix Hills, NY 11746
Tel. No. 631.254.0484

Joseph Varrone – Facilities Director
331 Marlin Street
Dix Hills, NY 11746
Tel. No. 631.254.6154

**Anthony Leotta – Special Project Co-
ordinator**

9 Corwin Court

Dix Hills, NY 11746

Tel. No. 631.499.7706

Brennen Forster – Coach/Player Development

Cell No. 646-244-9181

SECTION

4

Section

HALF HOLLOW HILLS

VOLUNTEER FORM

AND PERSONAL

SAFETY CHECK

APPLICATION FORM



Little League Volunteer Application - 2023

Do not use forms from past years. Use extra paper to complete if additional space is required.



This volunteer application should only be used if a league is manually entering information into JDP or an outside background check provider that meets the standards of Little League Regulations 1(c)(9). THIS FORM SHOULD NOT BE COMPLETED IF A LEAGUE IS UTILIZING THE JDP QUICKAPP. Visit littleleague.org/lscallbgcheck for more information.
A COPY OF VALID GOVERNMENT ISSUED PHOTO IDENTIFICATION MUST BE ATTACHED TO COMPLETE THIS APPLICATION.

All RED fields are required.

Name _____ Date _____
 First _____ Middle Name or Initial _____ Last _____
 Address _____
 City _____ State _____ Zip _____
 Social Security # (mandatory) _____
 Cell Phone _____ Business Phone _____
 Home Phone: _____ E-mail Address: _____
 Date of Birth _____
 Occupation _____
 Employer _____
 Address _____
 Special professional training, skills, hobbies: _____
 Community affiliation (Clubs, Service Organizations, etc.): _____
 Previous volunteer experience (including baseball/softball and year): _____

1. Do you have children in the program? Yes No
 If yes, list full name and what level? _____

2. Special Certification (CPR, Medical etc.)? If yes, list: _____ Yes No

3. Do you have a valid driver's license? Yes No
 Driver's License#: _____ State _____

4. Have you ever been charged with, convicted of, plead no contest, or guilty to any crime(s) involving or against a minor, or of a sexual nature? Yes No
 If yes, describe each in full: _____
 (If volunteer answered yes to Question 4, the local league must contact the Little League Security Manager.)

5. Have you ever been convicted of or plead no contest or guilty to any crime(s)? Yes No
 If yes, describe each in full: _____
 (Answering yes to Question 5, does not automatically disqualify you as a volunteer.)

6. Do you have any criminal charges pending against you regarding any crime(s)? Yes No
 If yes, describe each in full: _____
 (Answering yes to Question 6, does not automatically disqualify you as a volunteer.)

7. Have you ever been refused participation in any other youth programs and/or listed on any youth organization ineligible list? Yes No
 If yes, explain: _____
 (If volunteer answered yes to Question 7, the local league must contact the Little League Security Manager.)

In which of the following would you like to participate? (Check one or more.)

League Official Umpire Manager Concession Stand
 Coach Field Maintenance Scorekeeper Other _____

Please list three references, at least one of which has knowledge of your participation as a volunteer in a youth program:
 Name/Phone _____

IF YOU LIVE IN A STATE THAT REQUIRES A SEPARATE BACKGROUND CHECK BY LAW, PLEASE ATTACH A COPY OF THAT STATE'S BACKGROUND CHECK. FOR MORE INFORMATION ON STATE LAWS, VISIT OUR WEBSITE: littleleague.org/bgstatelaws

AS A CONDITION OF VOLUNTEERING, I give permission for the Little League organization to conduct background checks on me now and as long as I continue to be active with the organization, which may include a review of sex offender registries (some of which contain names only searches which may result in a report being generated that may or may not be me), child abuse and criminal history records. I understand that, if appointed, my position is conditional upon the league receiving no inappropriate information on my background. I hereby release and agree to hold harmless from liability the local Little League, Little League Baseball, Incorporated, the officers, employees and volunteers thereof, or any other person or organization that may provide such information. I also understand that, regardless of previous appointments, Little League is not obligated to appoint me to a volunteer position. If appointed, I understand that, prior to the expiration of my term, I am subject to suspension by the President and removal by the Board of Directors for violation of Little League policies or principles.

Applicant Signature _____ Date _____
 If Minor/Parent Signature _____ Date _____
 Applicant Name (please print or type) _____

NOTE: The local Little League and Little League Baseball, Incorporated will not discriminate against any person on the basis of race, creed, color, national origin, marital status, gender, sexual orientation or disability.

LOCAL LEAGUE USE ONLY:

Background check completed by league officer _____ on _____

System(s) used for background check (minimum of one must be checked):
 Review the Little League Regulation 1(c)(9) for all background check requirements

JDP (includes review of the US, Center of SafeSport's Centralized Disciplinary Database and Little League International Ineligible list)*
 OR
 National Criminal Database check U.S. Center of SafeSport's Centralized Disciplinary Database and Little League International Ineligible list
 National Sex Offender Registry

*Please be advised that if you use JDP and there is a name match in the few states where only name match searches can be performed you should notify volunteers that they will receive a letter or email directly from JDP in compliance with the Fair Credit Reporting Act containing information regarding all the criminal records associated with the name, which may or not necessarily be the league volunteer.
 Only attach to this application copies of background check reports that reveal convictions of this applicant.

Little League® "Basic" Volunteer Application – 2023

Do not use forms from past years. Use extra paper to complete if additional space is required.



This volunteer application can be used as a reference for leagues utilizing the JDP Quick App or for leagues that are using an outside background check provider that meets the standards of Little League Regulation 1(c)(9). Visit LittleLeague.org/LocalBGcheck for more information.

All RED fields are required.

Name _____ First _____ Middle Name or Initial _____ Last _____
 Address _____
 City _____ State _____ Zip _____
 Home Phone: _____ Call Phone _____
 Work Phone: _____ E-mail Address: _____
 Driver's license#: _____

1. Have you ever been charged with, convicted of, pled no contest, or guilty to any crime(s) involving or against a minor, or of a sexual nature?
 If yes, describe each in full: _____ Yes No
 (If volunteer answered yes to Question 1, the local league must contact the Little League Security Manager.)

2. Have you ever been convicted of or pled no contest or guilty to any crime(s)?
 If yes, describe each in full: _____ Yes No
 (Answering yes to Question 2, does not automatically disqualify you as a volunteer.)

3. Do you have any criminal charges pending against you regarding any crime(s)?
 If yes, describe each in full: _____ Yes No
 (Answering yes to Question 3, does not automatically disqualify you as a volunteer.)

4. Have you ever been refused participation in any other youth programs and/or listed on any youth organization ineligible list?
 If yes, explain: _____ Yes No
 (If volunteer answered yes to Question 4, the local league must contact the Little League Security Manager.)

5. In which of the following would you like to participate? (Check one or more.)
 League Official Field Maintenance Concession Stand
 Coach Manager Other _____
 Umpire Scorekeeper

A COPY OF VALID GOVERNMENT ISSUED PHOTO IDENTIFICATION MUST BE ATTACHED TO COMPLETE THIS APPLICATION (NOT NECESSARY IF VOLUNTEER IS RETURNING).
 Please provide updated information below if there are any changes from previous years or requesting a new position.

Occupation: _____
 Employer: _____
 Address: _____

Special professional training, skills, hobbies:

Special Certifications (CPR, Medical, etc.):

Special Affiliations (Clubs, Services Organizations, etc.):

Previous volunteer experience (including baseball/softball and years (s)):

IF YOU LIVE IN A STATE THAT REQUIRES A SEPARATE BACKGROUND CHECK BY LAW, PLEASE ATTACH A COPY OF THAT STATE'S BACKGROUND CHECK. FOR MORE INFORMATION ON STATE LAWS, VISIT OUR WEBSITE: LittleLeague.org/BGStateLaws

AS A CONDITION OF VOLUNTEERING, I give permission for the Little League organization to conduct background check(s) on me now and as long as I continue to be active with the organization, which may include a review of sex offender registries (some of which contain name only searches which may result in a report being generated that may or may not be me), child abuse and criminal history records. I understand that, if appointed, my position is conditional upon the league receiving no inappropriate information on my background. I hereby release and agree to hold harmless from liability the local Little League, Little League Baseball, Incorporated, the officers, employees and volunteers thereof, or any other person or organization that may provide such information. I also understand that, regardless of previous appointments, Little League is not obligated to appoint me to a volunteer position. If appointed, I understand that, prior to the expiration of my term, I am subject to suspension by the President and removal by the Board of Directors for violation of Little League policies or principles.

Applicant Name (please print or type) _____

Applicant Signature _____ Date _____

If Minor/Parent Signature _____ Date _____

NOTE: The local Little League and Little League Baseball, Incorporated will not discriminate against any person on the basis of race, creed, color, national origin, marital status, gender, sexual orientation or disability.

LOCAL LEAGUE USE ONLY:

Background check completed by league officer _____ on _____

System(s) used for background check (minimum of one must be checked):
 Review the Little League Regulation 1(c)(9) for all background check requirements

JDP (Includes review of the U.S. Center of SafeSport's Centralized Disciplinary Database and Little League International Ineligible List)*

OR

National Criminal Database check U.S. Center of SafeSport's Centralized Disciplinary Database and Little League International Ineligible List
 National Sex Offender Registry

* Please be advised that if you use JDP and there is a name match in the few states where only name match searches can be performed you should notify volunteers that they will receive a letter or email directly from JDP in compliance with the Fair Credit Reporting Act containing information regarding all the criminal records associated with the name, which may not necessarily be the league volunteer.

Only attach to this application copies of background check reports that reveal convictions of this application.

SECTION

5

2

3

HALF HOLLOW HILLS LITTLE LEAGUE

PRACTICE FIELDS

- Vanderbilt - Monday - Friday 4PM to Dark - Saturday & Sunday 9AM to Dark.
- High School East - Varsity Softball Field Only - Monday - Thursday 5PM to Dark - Saturday Noon to Dark - No Use Of Varsity Baseball Field
- Otsego School Field - Sunday 9AM to Dark.
- Otsego Park - Sunday 9AM to Dark.
- Paumanok - Monday - Friday 4PM to Dark - Saturday & Sunday 9AM to Dark.
- Sunquam - Monday - Friday 4PM to Dark - Saturday & Sunday 9AM to Dark.
- West Hollow - (Skinned Game Field) Softball "B" Field - Monday - Friday 5PM to Dark - Saturday Noon to Dark.

- Signal Hill - JV Softball ("D" Field) - Monday - Friday - 5:30PM to Dark - Saturday Before 6/14/07 - 12 Noon - Dark - Saturday After 6/15/07 - 9AM - Dark - Sunday - 1PM to Dark.
- Forest Park - Monday - Friday 4PM to Dark - Saturday & Sunday 9AM to Dark.
- High School West - Skinned JV Baseball Practice Field - Monday - Friday 5PM to Dark - Saturday Noon to Dark - Sunday 2PM to Dark.



The Safety Officer Opportunity

HISTORY OF THE SAFETY OFFICER

The position of safety officer was created by Little League Baseball, in the 1960s, but in many leagues it never achieved its potential. Often, the safety officer was the person responsible for filling out insurance forms. In 1995, ASAP was introduced with the goal of re-emphasizing the position of safety officer. Resources have been devoted to helping safety officers prevent injuries, rather than simply reacting to them.

THE MISSION

ASAP was created from the “grassroots” of Little League. A focus group of Little League volunteers shaped the safety officer’s mission:

“To create awareness, through education and information, of the opportunities to provide a safer environment for kids and all participants of Little League Baseball and Softball.”

A NETWORK OF IDEAS

As a safety officer, you’ve got thousands of partners in leagues across the country. You’ll receive ASAP News every month. Each issue of the newsletter contains safety ideas that may make your league “safer for the kids.” The toll-free ASAP hotline and an ASAP E-Mail address allow safety officers to easily exchange their safety ideas and questions.

TOOLS FOR A SAFER LEAGUE

This material was developed with the help of veteran safety officers. On the website you’ll find:

- Guidelines for creating a qualified safety program
- “A Little Common Sense About Safety” — More than 1,000 ideas from fellow safety officers
- “Play It Safe” — A timeless guide to safer league operations
- A facility survey to help you assess your facilities and target needs

THE BENEFITS OF ASAP

Knowing that you have made your league “safer for the kids” is the primary benefit of ASAP. But there are secondary rewards when you use these materials to create a qualified safety program.

The ASAP Awards recognize outstanding safety programs with prizes including a Musco Little League Lighting System. And leagues who use AIG Insurance Companies receive a 15 percent credit on their accident insurance premium when they register their program with Little League International.

THE FUTURE

Your efforts will collectively raise safety awareness among participants of Little League Baseball. Safety will become a habit, and activities will become “safer for the kids.” Your safety program will survive transitions in leadership, and your league will gain control over injury and liability concerns. As a dedicated safety officer, you really can impact the lives of future generations.



Resources

Resources and Support Materials

Little League Resources

PUBLICATIONS:

Operating Manual—A guide to sound administration of the Little League program in the local community.

Official rule books—All divisions. Contains official regulations/rules as well as valuable safety information



ASAP News—A monthly newsletter directed to safety officers gives you a forum for exchanging ideas and learning about safety issues on how to "make it safer for the kids."

Available on-line at: http://www.littleleague.org/learn/newsletters/ASAP_Newsletter.htm

ASAP Hotline: (800) 811-7443,

Email address: asap@musco.com

Little League web site: <http://www.littleleague.org> — which has publications for league officials, parents, safety officers and more for successfully running your local league.

E-News — Sign up any league member on Little League's web site for all the latest safety information, rules and other updates. Receive email notification of the latest ASAP News availability, Little League press releases and World Series updates. Sign up on Little League's website at: <http://www.littleleague.org/enews>.

PROGRAMS:

- **ASAP** — A Safety Awareness Program
- **Common Sense Ideas** may be found on Little League's website at <http://www.littleleague.org/learn/forms>

Local Resources

- **League Volunteers**
- **District Administrators/District Safety Officers** — Ideas from other leagues in your area
- **Police Departments** — Traffic safety education/drug awareness/resistance education (D.A.R.E.)
- **Fire Departments** — First aid training/emergency preparation
- **Businesses** — Address specific concerns: Bike shop talks about bicycle safety; sporting goods about safety equipment
- **High School and Professional Coaches** — Fundamentals training/player and coach education

Who to Call

If you have a safety idea to contribute . . .

If you have questions about ASAP . . .

Call the ASAP Hotline:
(800) 811-7443

Or send us an e-mail:
asap@musco.com



If you have questions about Little League insurance . . .

If you want to order safety materials . . .

Call Little League Headquarters:
(570) 326-1921

Important Phone Numbers

Little League International:
Jim Ferguson, Assistant Director of Risk Management, Safety (570) 326-1921 x2212

Regional Center:
(800) 585-4730

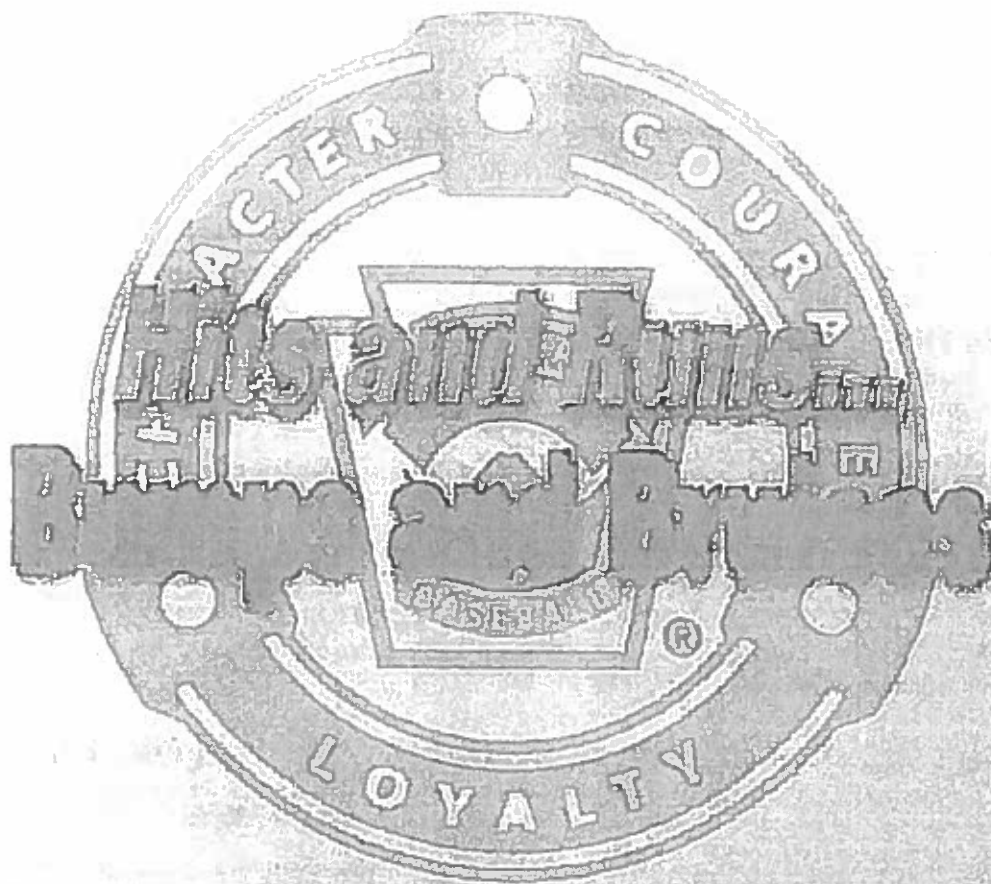
District Administrator:
(631) 664-4845

District Safety Officer:
(631) 864-6701

League President:
(631) 445-6531

Police Department:
() 911 - _ _ _ _

Fire Department:
() 911 - _ _ _ _



**Health, Safety and Injury Prevention
Are the Keystone of Little League.®**



Produced by Little League International Communications Division

HALF HOLLOW LITTLE LEAGUE
Code of Conduct

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

NO Alcohol allowed in any parking lot, field, or common areas within a Half Hollow Hills Little League Complex.

HOLD CHILDRENS HANDS when crossing roadways and parking lot. Always be Alert for traffic

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 area of a Half Hollow Hills Little League Complex.

NO throwing rocks

NO horse play in walkways at any time

NO climbing fences

NO pets are permitted at a Half Hollow Hills Little League game or practice.

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.

Managers and Coaches must walk the playing fields and surrounding areas and remove all debris i.e. rocks, broken glass, and any items that would present an unsafe playing condition.

Parents and Spectators are urged to bring to the attention of the Safety Director any conditions on or around the playing fields that may present an unsafe environment.

Failure to comply with the above may result in expulsion from the Half Hollow Little League Complex.

Safety Code

- Responsibility for Safety Procedures should be that of all adult members of District 34 Little League
- All leagues are responsible for alerting Emergency Medical Services of season schedule and all special games and/or practices
- Managers are responsible for carrying "District Suggested First Aid Kits" (noted on page _3_)
- League Safety Directors are responsible for having 2 "District Suggested First Aid Kits" (noted on page _3_)
- No games or practices should be held when weather or field conditions are not safe, particularly when lighting is inadequate
- Playing areas should be inspected frequently for holes, damage, stones, glass and other foreign objects
- All team equipment should be stored within the team dugout, or behind screens (dependent on field structure) and not within the area designated 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 is that of the managers and coaches
- Procedure should be established regarding the retrieving of 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
- All pre-game warm-ups should be performed within the confines of the playing field and not within the areas that are frequented by spectators and therefore pose a direct danger (i.e. warm up swings, catch, etc...)
- Equipment should be inspected regularly for the condition of the equipment as well as for proper fit
- All batters must wear Little League approved protective helmets (NOCSAE) during batting practice and games
- Catchers must wear catcher's helmet, mask, throat guard, long model chest protector, shin guards, protective cup with athletic supporter (males) and breast plates (females) at all times for practices and games **NO EXCEPTIONS!!** **Managers should encourage all male players to wear cups and athletic supporters during practices and games**
- Except when runner is returning to a base, head first slides are not permitted
- During sliding practice, bases should not be strapped down or anchored
- 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"
- Player must not wear watches, rings, pins or metallic items during games and practices
** This includes all body piercings new or old, new piercing must be removed and may not be covered**
- The Catcher must wear catcher's helmet and mask with throat guard in warming up pitchers. This applies between innings and in the bullpen during a game and also during practices
- Managers and Coaches may not warm up pitchers before or during a game
- On deck batters are not permitted in Little League Divisions (only Juniors, Seniors and Big League)

Safety 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!** Do not act outside of your certification
- Carry your "District Suggested First Aid Kits" (noted on page 3) to all practices and games
- When assisting an injured person on the playing field
 - **LOOK** (do not touch) for signs of injury (i.e. blood loss, active bleeding, bruising, swollen deformed extremity, etc.)
 - **LISTEN** to the injured person describe what happened and what hurts (if conscious). Before questioning you may have to calm the person if excited in order to obtain information required to obtain advanced medical attention
- Have your players' Medical Clearance Forms with you at all practices and games
- Make arrangements to have a cellular phone available at all practices and games
- Know how to contact Emergency Medical Services (either through 911 or direct dial program)
- Make safety your priority
- Meet the immediate needs of any injured player
- Identify certified CPR/First Aid personnel at each game or practice

Don't...

- Administer any medications
- Provide any food or beverages to the injured person
- Be afraid to ask for help if you are not sure of the proper procedures (i.e. CPR, icing, etc...)
- Leave an unattended child at a practice or game
- Transport injured person (other than your own child) in a personal vehicle
- Hesitate to report any present or potential safety hazard to the Safety Coordinators
- Under react, if in doubt call professional medical personnel (EMS) and allow them to evaluate the injured person
- Rinse lime marker from the eyes with water, it will activate the lime and cause burning, encourage blinking and wipe excess from the eyes with clean cloth
- Move an injured person if a back or neck injury of any kind is suspected

Revised First Aid Kit Requirements

TRAVEL BAGS

1. 10 - 4x4 gauze pads
2. 5 - Ice packs
3. 1 - Small bottle of sterile water
4. 2 - rolls of 2" Kling
5. 2 - Triangular bandages
6. Variety of band-aids
7. 1 - Disposable blanket
8. 2 - CLEAN white washcloths

— 5X9

FIELD HOUSE

1. 20 - 4x4 gauze pads
2. 10 - Ice packs
3. 3 - Small bottle of sterile water
4. 8 - rolls of 2" Kling
5. 5 - Triangular bandages
6. Variety of band-aids
7. 2 - Disposable blankets
8. 5 - CLEAN white washcloths or hand towels
9. 1 - Pair of Trauma sheers
10. Antiseptics wipes

*** Gloves are to be carried in each travel kit and to be available in the Field House***

— NON - LATEX

— COTTON MATERIAL

— CUBE ICE

— BABY WIPES

District 34 Little League Policy and Procedure

Policy: All leagues within District 34 are required to complete the Incident/Injury Tracking Report and notify designated Safety Coordinator (Jillian Basinius, EMT-D) within 48 hours of injury or incident.

Purpose: To track all injuries and incidents within the District in order to correct dangerous practices and repair dangerous field conditions.

Goal: Provide all members of District 34 with a current Safety Manual with all demographics figured in to promote safe practices.

Procedures:

1. Report any injury or incident that causes any player, manager, coach, umpire or volunteer to receive medical treatment and/or first aid (this includes passive treatments such as evaluations or primary diagnosis)
2. Reports are to be made to designated Safety Coordinator within 48 hours via phone and follow up via fax within same time frame.
 - a. Contact Numbers:
 - i. Beeper - 631.554.0797
 - ii. Cell Phone - 516.852.9312
 - iii. Fax - 631.864.6701
 - iv. Email - NYSEMT258@aol.com
 - b. Acceptable Reporting:
 - i. Verbal contact
 - ii. Voicemail on Cell Phone
 - iii. Complete form faxed to above number
 - iv. Email to the above address
3. Follow procedures as set up by Little League Baseball, Inc as detailed by your insurance requirements
4. Be prepared to sit on a review committee that will meet in September to review incidents and injuries from the previous season.

We, _____, parents/guardians of the named player, agree to the following guidelines

YOUTH SPORT PARENT CODE OF CONDUCT

Preamble

The essential elements of character building and ethics in sports are embodied in the concept of sportsmanship and six core principles: trustworthiness, respect, responsibility, fairness, caring, and good citizenship. The highest potential of sports is achieved when competition reflects these "six pillars of character."

I therefore agree:

1. I will not force my child to participate in sports.
2. I will remember that children participate to have fun and that the game is for youth, not adults.
3. I will inform the coach of any physical disability or ailment that may affect the safety of my child or the safety of others.
4. I will learn the rules of the game and the policies of the league.
5. I (and my guests) will be a positive role model for my child and encourage sportsmanship by showing respect and courtesy, and by demonstrating positive support for all players, coaches, officials and spectators at every game, practice or sporting event.
6. I (and my guests) will not engage in any kind of unsportsmanlike conduct with any official, coach, player, or parent such as booing and taunting, refusing to shake hands, or using profane language or gestures.
7. I will not encourage any behaviors or practices that would endanger the health and well-being of the athletes.
8. I will teach my child to play by the rules and to resolve conflicts without resorting to hostility or violence.
9. I will demand that my child treat other players, coaches, officials and spectators with respect regardless of race, creed, color, sex or ability.
10. I will teach my child that doing one's best is more important than winning, so that my child will never feel defeated by the outcome of a game or his/her performance.
11. I will praise my child for competing fairly and trying hard, and make my child feel like a winner every time.
12. I will never ridicule or yell at my child or other participants for making a mistake or losing a competition.
13. I will emphasize skill development and practices and how they benefit my child over winning. I will also de-emphasize games and competition in the lower age groups.
14. I will promote the emotional and physical well-being of the athletes ahead of any personal desire I may have for my child to win.
15. I will respect the officials and their authority during games and will never question, discuss, or confront coaches at the game field, and will take time to speak with coaches at an agreed upon time and place.
16. I will demand a sports environment for my child that is free from drugs, tobacco, and alcohol, and I will refrain from their use at all sports events.
17. I will refrain from coaching my child or other players during games and practices, unless I am one of the official coaches of the team.

We have read, understand, and agree to comply with the above Code of Conduct. Non-compliance with the above Code of Conduct may result in disciplinary action at the discretion of the half hollow hills state league Board.

Signature of Parent/Guardian

Signature of Parent/Guardian

Half Hollow Hills Little League



Code of Conduct for Players and Parents/ Guardians TO BE COMPLETED BY PLAYERS

I, _____, a player in the Half Hollow Hills Little League agree to the following guidelines:

1. I will always play fairly and by the Rules.
2. I will never argue with an umpire. If a call is disputed, I will let my coach handle the situation.
3. I will remember that I am playing baseball because I enjoy the sport. Winning is fun, but so are many other things about the game.
4. I will not use obscene, vulgar, or abusive language; nor will I taunt, ridicule, or threaten any member of the opposing team. I will maintain my temper at all times.
5. I will work at achieving my personal best and not get discouraged if it's not the best.
6. I will show my appreciation for good players and good plays, even by opponents, as well as for my Manager, Coach, Team Parent, and other league volunteers.
7. I will remember that no one player is responsible for winning or losing a game; I am a part of the team, win or lose.

Signature of Player (9-18 years old)/ Print Name (5-8 years old)

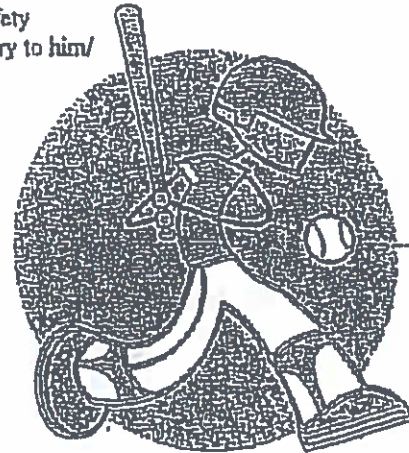
Dated:

HALF HOLLOW HILLS LITTLE LEAGUE SAFETY CODE

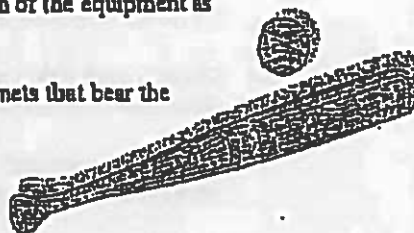
Safety is everyone's responsibility

The Board of Directors of Half Hollow Hills Little League has mandated the following *safety code*. All members will read this *Safety Code* and then read it to their children. Signatures are required in the spaces provided below acknowledging that all parents and players understand and agree to comply with the *Safety Code*.

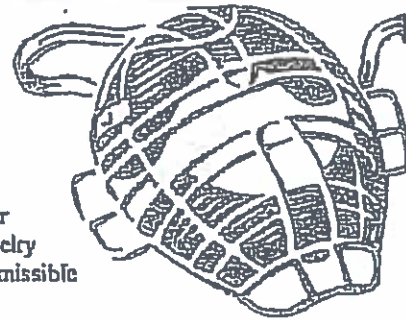
- Responsibility for safety procedures belong to every adult member of Half Hollow Hills Little League.
- Each player, manager, designated coach, umpire, team safety officer shall use proper reasoning and care to prevent injury to him/herself and to others.
- Only league approved managers and/ or coaches are allowed to practice teams.
- Only league-approved managers and/ or coaches will supervise batting cages.
- Arrangements should be made in advance of all games and practices for emergency medical services.
- Managers, designated coaches and umpires will have mandatory training in First Aid.
- First-aid kits are issued to each team manager during the pre-season and additional kits will be located at the concession stand.
- No games or practices will be held when weather or field conditions are poor, particularly when lighting is inadequate.
- Play area will be inspected before games and practices for holes, damage, stones, glass and other foreign objects.
- Team equipment should be stored within the team dugout or behind screens, and not within 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.



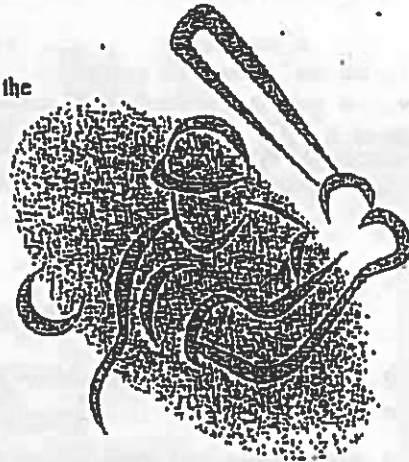
- Responsibility for keeping bats and loose equipment off the field of play should be that of a player assigned for this purpose or the team's manager and designated coaches.
- Foul balls batted out of playing area will be returned to the umpire and not thrown over the fence during a game until play is stopped.
- 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.
- All pre-game warm-ups should be performed within the confines of the playing field and not within areas that are frequented by, and thus endangering spectators, (i.e., playing catch, pepper, swinging bats etc.)
- Equipment should be inspected regularly for the condition of the equipment as well as for proper fit.
- Batters must wear Little League approved protective helmets that bear the NOCSAE seal during batting practice and games.
- Except when a runner is returning to a base, head first, slides are not permitted.
- During sliding practice, bases should not be strapped down or anchored.
- 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" for their children.
- On-deck batters are not permitted.
- Managers will only use the official Little League balls supplied.
- Once a ball has become discolored, it will be discarded.
- All male players will wear athletic supporters or cups during games. Catchers must wear a cup. Managers should encourage that cups be worn at practices too.
- Male catchers must wear the metal, fiber or plastic type cup and a long-model chest protector.



- Female catchers must wear long or short model chest protectors.
- All catchers must wear chest protectors with neck collar, throat guard, shin guards and catcher's helmet, all of which must meet Little League specifications and standards.
- All catchers must wear a mask "dangling" type throat protector and catcher's helmet during practice, pitcher warm-up, and games.
- Shoes with spikes or cleats are not permitted. Shoes with molded cleats are permissible.
- Players will not wear watches, rings, pins, jewelry or other metallic items during practices or games. (Exception: Jewelry that alerts medical personnel to a specific condition is permissible and this must be taped in place.)
- No food, at any time, in the dugouts.
- Catchers must wear a catcher's mitt (not a first baseman's mitt or fielder's glove) of any shape, size or weight consistent with protecting the hand.
- Catchers may not catch, whether warming up a pitcher, in practices, or games without wearing full catcher's gear and an athletic cup as described above.
- Managers will never leave an unattended child at a practice or game.
- No children under the age of 12 are permitted in the Concession Stands.
- Never hesitate to report any present or potential safety hazard to a board member immediately.
- Make arrangements to have a cellular phone available when a game or practice is at a facility that does not have public phones.
- Speed Limit is 5 miles per hour in roadways and parking lots.
- No alcohol or drugs allowed on the premises at any time.
- No medication will be taken at the facility unless administered directly by the child's parent. This includes aspirin and Tylenol.
- No playing in the parking lots at any time.
- No playing in the construction areas at any time. This includes the sand bins.



- No playing on and around sand pro/ gator, machinery at any time.
- No smoking at Otsego Park.
- No swinging bats or throwing baseballs at any time within the walkways and common areas of the complex.
- No throwing rocks.
- No climbing fences.
- No swinging on dugout roofs.
- No pets are permitted on the premises at any time. This includes dogs, cats, horses, etc.
- Observe all posted signs.
- Players and spectators should be alert at all times for foul balls and errant throws.
- All gates to the fields must remain closed at all times. After players have entered or left the playing field, gates should be closed and secured.
- Bicycle helmets must be worn at all times when riding bicycles on the premises as well as to and from the premises.
- Use crosswalks when crossing roadways. Always be alert for traffic.
- The Department of Water and Power adjacent to the complex is off limits at all times.
- No one is allowed on the complex with open wounds at any time. Wounds should be treated and properly bandaged.
- There is no running allowed in the bleachers.



Player's signature _____
 (Print if player cannot sign)

Parent's signature _____

Volunteer Code of Conduct Contract

The board of directors of _____ Little League has mandated the following Code of Conduct. All coaches and managers will read this Code of Conduct and sign in the space provided below acknowledging that he or she understands and agrees to comply with the Code of Conduct. Tear the signature sheet on the dotted line and mail to _____, Safety Officer.

- ◆ Appear on the field of play, stands, or anywhere on the GHLL complex while in an intoxicated state. Intoxicated will be defined as an odor or behavior issue.
- ◆ Be guilty of gambling upon any play or outcome of any game with anyone at any time.
- ◆ Smoke while in the stands or on the playing field or in any dugout. Smoking will only be permitted in designated areas which will be 20 feet from any spectator stands or dugouts.

_____ Little League Code of Conduct:

No board member, manager, coach, player or spectator shall, at any time:

◆ Lay a hand upon, push, shove, strike, or threaten to strike an official.

◆ Be guilty of heaping personal verbal or physical abuse upon any official for any real or imaginary belief of a wrong decision or judgment.

◆ Be guilty of an objectionable demonstration of disrespect at an official's decision by throwing of gloves, helmets, hats, bats, balls, or any other object.

◆ Be guilty of using unnecessarily rough tactics in the play of a game against the body of an opposing player.

◆ Be guilty of a physical attack upon any board member, official, manager, coach, player or spectator.

◆ Be guilty of the use of profane, obscene or vulgar language in any manner at any time.

◆ Be guilty of publicly discussing with spectators in a derogatory or abusive manner any play, decision or a personal opinion on any players during the game.

◆ As a manager or coach, be guilty of mingling with or fraternizing with spectators during the course of the game.

◆ Speak disrespectfully of any manager, coach, official or representative of the league.

◆ Be guilty of tampering or manipulating any league rosters, schedules, draft positions or selections, official score books, rankings, financial records or procedures.

◆ Challenge umpire's authority. The umpires shall have the authority and discretion during a game to penalize the offender as fitting to the infraction up to and including expulsion from the game.

The Board of Directors will review all infractions of the Code of Conduct. Depending on the seriousness or frequency, the board may assess additional disciplinary action up to and including expulsion from the league.

I have read the _____ Little League Code of Conduct and promise to adhere to its rules and regulations.

Print name of Manager

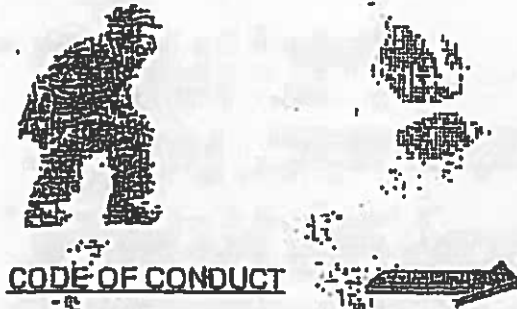
Team name and division

Signature of Manager

Date

Coach #1

Coach #2



The board of directors of Hills Little League has mandated the following Code of Conduct. All coaches and managers will read this Code of Conduct and sign in the space provided below acknowledging that he or she understands and agrees to comply with the Code of Conduct. Tear the signature sheet on the dotted line and mail to the Safety Officer in the enclosed envelope.

Little League Code of Conduct:

No Board Member, Manager, Coach, Player or Spectator shall:

- ⇒ At any time, lay a hand upon, push, shove, strike, or threaten to strike an official.
- ⇒ Be guilty of heaping personal verbal or physical abuse upon any official for any real or imaginary belief of a wrong decision or judgment.
- ⇒ Be guilty of an objectionable demonstration of dissent at an official's decision by throwing of gloves, helmets, hats, bats, balls, or any other forceful unsportsman-like action.
- ⇒ Be guilty of using unnecessarily rough tactics in the play of a game against the body of an opposing player.
- ⇒ Be guilty of a physical attack upon any board member, official manager, coach, player or spectator.
- ⇒ Be guilty of the use of profane, obscene or vulgar language in any manner at any time.
- ⇒ Appear on the field of play, stands, or anywhere on the HLL complex while in an intoxicated state at any time. Intoxicated will be defined as an odor or behavior issue.
- ⇒ Be guilty of gambling upon any play or outcome of any game, with anyone at any time.

- ⇒ Smoke while in the stands or on the playing field or in any dugout at any time. Smoking will only be permitted in designated areas which will be 20 feet from any spectator stands or dugouts.
- ⇒ Be guilty of discussing publicly with spectators in a derogatory or abusive manner any play, decision or a personal opinion on any players during the game.
- ⇒ As a manager or coach be guilty of mingling with or fraternizing with spectators during the course of the game.
- ⇒ Speak disrespectfully to any manager, coach, official or representative of the league.
- ⇒ Be guilty of tampering or manipulation of any league rosters, schedules, draft positions or selections, official score books, rankings, financial records or procedures.
- ⇒ Shall challenge an umpire's authority. The umpires shall have the authority and discretion during a game to penalize the offender according to the infraction up to and including removal from the game.

The Board of Directors will review all infractions of the _____ Code of Conduct. Depending on the seriousness or frequency, the board may assess additional disciplinary action up to and including expulsion from the league.

I have read the _____ Hills Little League Code of Conduct and promise to adhere to its rules and regulations.

Print name of Manager

Team name and division

Signature of Manager

Date

Coach #1

Coach #2



Half Hollow Hills Little League

The steps in creating a team compact are:

RULES FOR PLAYING OUR BEST.

Players will:

1. WORK HARD.
2. KEEP A POSITIVE ATTITUDE.
3. BRING ALL THEIR EQUIPMENT.
4. DON'T GET DOWN ON THEMSELVES OR ANYONE ELSE.
5. LISTEN TO THE COACH.

RULES FOR TREATING OTHERS WITH RESPECT & CARE.

Players will:

1. PLAY FAIR.
2. RESPECT AND HELP EACH OTHER.
3. BE POSITIVE (NO PUT DOWNS).
4. SHOW RESPECT TO THE OTHER TEAM AND THE OFFICIALS

Consequences for Rule Violations:

- *First consequence:* A reminder of the rule.
- *Second consequence:* Benched for the rest of the practice or game. Written apology.
- *Flagrant violation of respect or sportsmanship:* Benched for next game. Written apology and coach-player-parent conference.
- *Repeated flagrant violation:* Suspended for rest of season.

Signed (Player) _____



SUNY YOUTH SPORTS INSTITUTE

Model Youth Sports Code of Conduct

Youth sports programs play an important role in promoting the physical, social, and emotional development of children. Therefore, it is essential for parents, coaches, spectators, and officials to encourage youth athletes to embrace the values of good sportsmanship. Furthermore, parents, coaches, spectators, and officials involved in youth sports events should be role models of good character and should lead by example by demonstrating fairness, respect, and self-control.

I hereby pledge to be responsible for my words and actions while attending, coaching, officiating or participating in a youth sports event and shall conform my behavior to the following code of conduct:

1. I will not engage in unsportsmanlike conduct with any coach, parent, player, participant, official, or any other attendee.
2. I will not encourage my child, or any other person, to engage in unsportsmanlike conduct with any coach, parent, player, participant, official, or any other attendee.
3. I will not engage in any behavior which would endanger the health, safety, or well-being of any coach, parent, player, participant, official, or any other attendee.
4. I will not encourage my child, or any other person, to engage in any behavior which would endanger the health, safety, or well-being of any coach, parent, player, participant, official, or any other attendee.
5. I will not use drugs, alcohol, or tobacco products while at a youth sports event and will not attend, coach, officiate, or participate in a youth sports event while under the influence of drugs or alcohol.
6. I will not permit my child, or encourage any other person, to use drugs, alcohol or tobacco products at a youth sports event and will not permit my child, or encourage any other person, to attend, coach, officiate, or participate in a youth sports event while under the influence of drugs or alcohol.
7. I will not engage in the use of profanity or any other offensive language.
8. I will not encourage my child, or any other person, to engage in the use of profanity or any other offensive language.
9. I will, and will encourage my child, to treat any coach, parent, player, participant, official, or any other attendee with respect.
10. I will not engage in verbal or physical threats or abuse aimed at any coach, parent, player, participant, official, or any other attendee.
11. I will not encourage my child, or any other person, to engage in verbal or physical threats or abuse aimed at any coach, parent, player, participant, official, or any other attendee.
12. I will not initiate a fight or scuffle, or retaliate, with any coach, parent, player, participant, official, or any other attendee.
13. I will not encourage my child, or any other person, to initiate a fight or scuffle, or retaliate, with any coach, parent, player, participant, official, or any other attendee.

I hereby agree that if I fail to conform my conduct to the foregoing while attending, coaching, officiating or participating in a youth sports event, I will be subject to disciplinary action, including but not limited to the following in any order or combination:

1. Verbal warning issued by the league or organization.
2. Written warning issued by the league or organization.
3. Suspension or immediate ejection from a youth sports event issued by the league or organization or by someone who is authorized to issue such suspension or ejection by the league or organization.
4. Suspension from multiple youth sports events by the league or organization or by the appropriate official authorized to issue such suspension by the league or organization.
5. Season suspension or multiple season suspension issued by the league or organization.

Sport Parent Code of Conduct

We, the HALF HOLLOW HILLS Little League, have implemented the following Sport Parent Code of Conduct for the important message it holds about the proper role of parents in supporting their child in sports. Parents should read, understand and sign this form prior to their children participating in our league.

Any parent guilty of improper conduct at any game or practice will be asked to leave the sports facility and be suspended from the following game. Repeat violations may cause a multiple game suspension, or the season forfeiture of the privilege of attending all games.

Preamble

The essential elements of character-building and ethics in sports are embodied in the concept of sportsmanship and six core principles:

- Trustworthiness,
- Respect,
- Responsibility,
- Fairness,
- Caring, and
- Good Citizenship.

The highest potential of sports is achieved when competition reflects these "six pillars of character."

I therefore agree:

1. I will not force my child to participate in sports.
2. I will remember that children participate to have fun and that the game is for youth, not adults.
3. I will inform the coach of any physical disability or ailment that may affect the safety of my child or the safety of others.
4. I will learn the rules of the game and the policies of the league.
5. I (and my guests) will be a positive role model for my child and encourage sportsmanship by showing respect and courtesy, and by demonstrating positive support for all players, coaches, officials and spectators at every game, practice or other sporting event.
6. I (and my guests) will not engage in any kind of unsportsmanlike conduct with any official, coach, player, or parent such as booing and taunting; refusing to shake hands; or using profane language or gestures.
7. I will not encourage any behaviors or practices that would endanger the health and well being of the athletes.
8. I will teach my child to play by the rules and to resolve conflicts without resorting to hostility or violence.
9. I will demand that my child treat other players, coaches, officials and spectators with respect regardless of race, creed, color, sex or ability.
10. I will teach my child that doing one's best is more important than winning, so that my child will never feel defeated by the outcome of a game or his/her performance.
11. I will praise my child for competing fairly and trying hard, and make my child feel like a winner every time.
12. I will never ridicule or yell at my child or other participants for making a mistake or losing a competition.
13. I will emphasize skill development and practices and how they benefit my child over winning. I will also de-emphasize games and competition in the lower age groups.
14. I will promote the emotional and physical well-being of the athletes ahead of any personal desire I may have for my child to win.
15. I will respect the officials and their authority during games and will never question, discuss, or confront coaches at the game field, and will take time to speak with coaches at an agreed upon time and place.
16. I will demand a sports environment for my child that is free from drugs, tobacco, and alcohol and I will refrain from their use at all sports events.
17. I will refrain from coaching my child or other players during games and practices, unless I am one of the official coaches of the team.

Parent/Guardian Signature

Parent Character Compact

As a parent of a youth sport participant, I commit to working with the coaches to model good character and to encouraging my child to demonstrate good character at all times.

- I commit to reviewing with my child the team rules and the importance of following them.
- I commit to encouraging my child to give best effort and practice necessary skills.
- I commit to teaching my child to treat coaches, teammates, and opponents with the highest level of respect.
- At practices and games, I commit to modeling the character qualities the coach is trying to teach.
- I commit to refraining from publicly criticizing coaches, officials, and players (including my own child).
- If I am unhappy with any aspect of my child's youth sport experience, I commit to approaching the coach privately to discuss the matter in a mutually respectful manner.

Signed: _____

What kind of effort are you making to approach the game the

“Little League Way”?



Little League Expectations of Volunteer Coaches

As a coach I will make every effort to...

- create a safe and caring place for players to learn, practice and play
- be sure all of the players are instructed on safety
- be kind, approachable and make every player feel important
- set clear and reachable expectations
- be polite, positive and fair to all of the players
- warm up the players before every practice and game
- make every practice and game active and fun
- model good sportsmanship
- be patient and remember that players improve at different rates
- remember that the game is for the players

Little League Expectations of Parents

As a parent I will make every effort to...

- attend my child's games
- be a supportive parent for the coach and team
- cheer for all of the players on the team
- be a positive role model and demonstrate good sportsmanship
- be supportive when my child is successful or when struggling for success
- respect and support volunteers and umpires
- play with my child practicing the skills of the game
- be positive and supportive whether the team wins or loses
- remember that the game is for the players

Little League Expectations of Players

As a player I will make every effort to...

- be a kind person
- listen to my coach and parents
- do my best
- hustle whenever I can
- be a good helper
- have fun
- be a good friend to my teammates
- be a good sport
- cheer for my teammates
- follow the safety rules

The 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

SECTION

: 6

HALF HOLLOW HILLS
LITTLE LEAGUE

MANAGER INFORMATION

&

LEAGUE PLAYING

SCHEDULE



HALF HOLLOW HILLS LITTLE LEAGUE MISSION STATEMENT

Half Hollow Hills Little League aspires to be an outstanding educational-athletic organization that provides a high-quality experience to every athlete. A high-quality experience is one in which every athlete

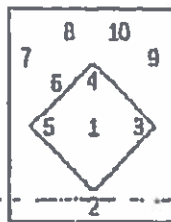
- Is coached using the principles of Positive Coaching
- Has fun playing the game
- Feels like an important part of the team regardless of performance
- Learns "life lessons" that have value beyond the playing field
- Learns the skills, tactics and strategies of the game and improves as a player

We recognize that the coach is the one who most directly makes this all possible. It is our goal to provide every coach with tools to be able to be successful as a Positive Coach. We are committed to creating a positive culture in which coaches, parents, fans, officials and athletes work together to achieve our mission.

HALF HOLLOW HILLS LITTLE LEAGUE

Scoring a game

First, a number is assigned to each defensive position.



- 1 - Pitcher
- 2 - Catcher
- 3 - First Baseman
- 4 - Second Baseman
- 5 - Third Baseman
- 6 - Shortstop
- 7 - Left Fielder
- 8 - Center Fielder
- 9 - Right Fielder
- 10 - Short Fielder (SF)

Only two positions used on offense will use initials in recording their positions. The designated player in last pitch will use the initials "DP" and the player in next pitch will use "NP," if the "DP" is used, the player playing defense only will be listed at the 10th spot in the batting order.

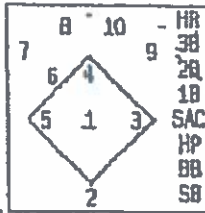
Both the "DP" and the "NP" can be placed anywhere in the lineup.

Recording a player reaching a base

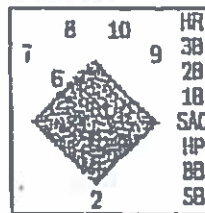
In the box to the right of a player, under the correct base, draw a pencil line from home base around the diamond to the base reached. Next, you will note a series of abbreviations on the right side of each base. These refer to the ways in which the player may reach base.

- 1B - One Base Hit
- HR - Home Run
- BB - Base on Balls
- 2B - Two Base Hit
- HP - Hit by Pitcher
- SB - Stolen Base
- 3B - Three Base Hit
- SAC - Sacrifice (Bunt or 2)

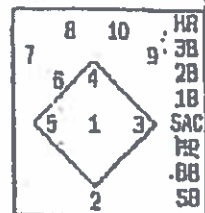
Draw a line through the corresponding abbreviation. For example, a batter hitting a double would be scored...



When a runner scores, (R) in the entire diamond activity.

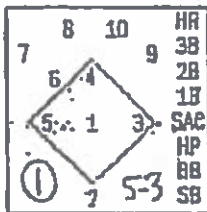


A walk or hit batter would be shown as reaching first base.

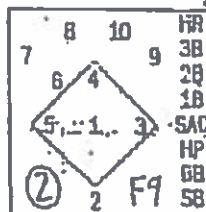


Recording an out

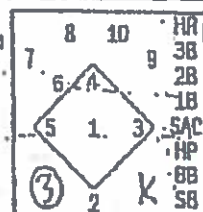
In the lower part of the appropriate box to the right of the player, record the number of the fielder who stops a ground ball and then the number of the player making the putout. For example, should the batter hit a ground ball to the third baseman relayed to first base in three for the out, this would be scored 5-3.



A fly ball to right field would be scored F9.



Each out is numbered and checked (note 1 and 2). A 3 indicates the third and last out of an inning.

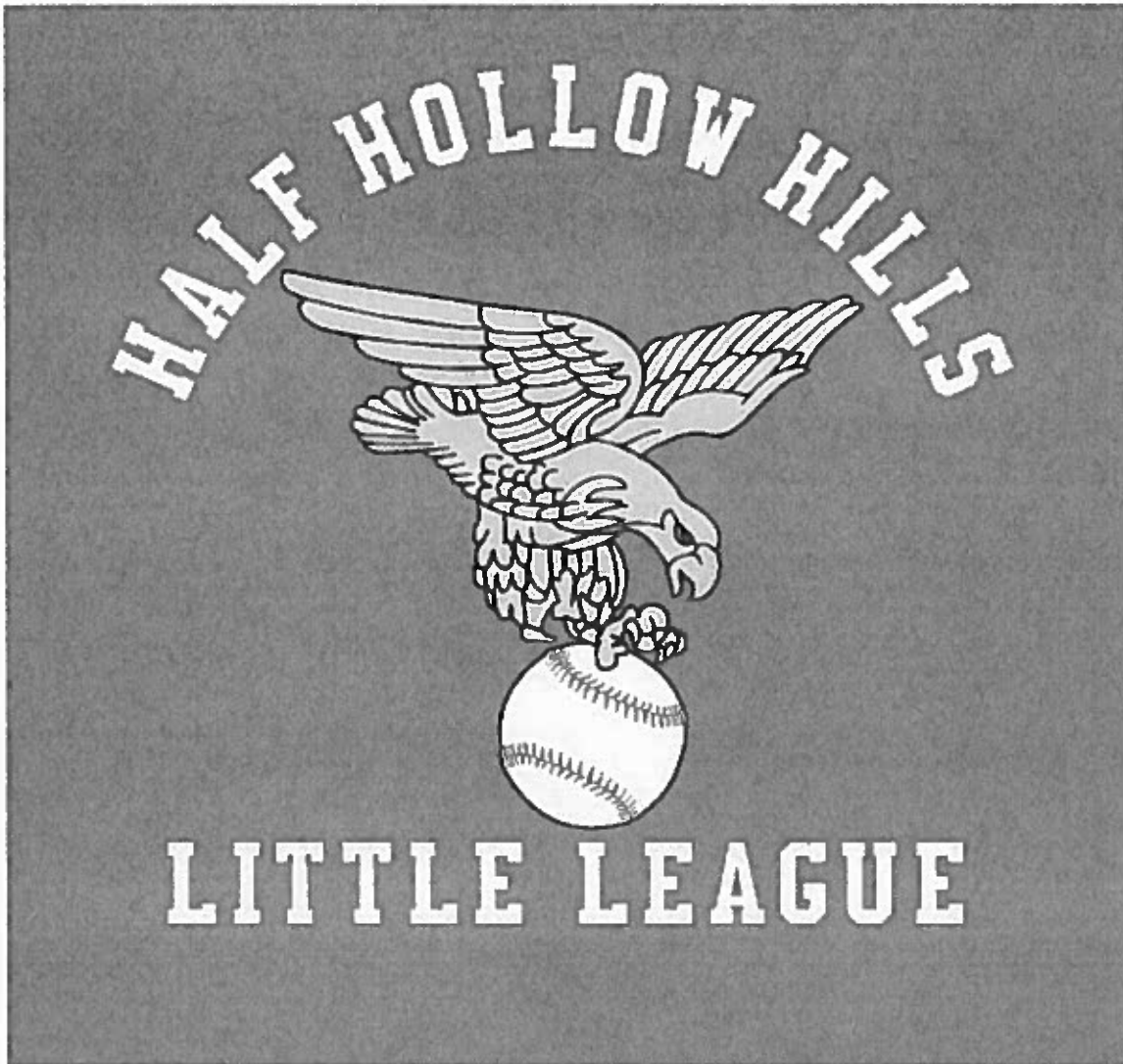


Recording other play

Within the player's box, write in other abbreviations near the bottom, as follows:
 Stolen Base (called or caught)
 Error (either thrown or dropped by the fielder)
 In addition, indicate the fielder making the error, thus Fielder's Choice
 Sacrifice Fly
 Pass Ball
 Wild Pitch
 Double Play
 Run Batted In
 Also, list the batting order if the player credits with the RBI.

If all players in a lineup bat before an inning ends, then mark out the printed number at the top of the column for the next inning, and continue the same being down a second column. You'll find there are enough extra columns. When a player is removed from the game, draw a vertical line on the right side of the box showing his or her activity in the last inning played. His or her substitute's activity will continue horizontally across the page.

5	Smith	6	7	8	9	10	11
12	Sub	2	3	4	5	6	7
Wilson	Z	G	H	I	J	K	L



SPRING 2023 REGISTRATION

**Must go to school or reside within the Half Hollow Hills
School District**

Ages 4 -19

Register on our website at www.hhhllhawks.com

Registration Info email Muraco@mvsmailers.com or call 631.445.6531

This is not a Half Hollow Hills School District sponsored or endorsed
activity. Not for profit organization.

Season Starts – April 8, 2023

Opening Day Parade – April 8, 2023 – 10AM*

Photo Weekend – April 29th

Teacher Appreciation – Week of April 23, 2023

Pitch, Hit & Run Contest – May 7, 2023

Jr. Home Run Derby – May 7, 2023

Wood Bat Week – Week of May 1, 2023

Sandlot Day # 1 – May 7, 2023

All Star Weekend – May 20, 2023

Sandlot Day # 2 – May 20, 2023

NY Met Night at Citi Field – 6/2/2023*

End of Season Celebration – June 10, 2023*

***Subject to Covid 19 Restrictions**

Picnic

Trophies

Year Books

Championship Games

Professional Player Appearance

Carnival

Mascot Appearances from Local Sports Teams

RAIN-OUTS

ALL RAIN-OUTS WILL BE
ANNOUNCED ON THE LEAGUE RAIN-
OUT LINE 586-8808 AND OUR
WEBSITE WWW.HHLLHAWKS.COM
WE WILL TRY TO MAKE A DECISION
ON CANCELLING GAMES BY 2PM FOR
WEEKDAY GAMES/AS EARLY AS
POSSIBLE ON SATURDAYS.

PLEASE REMEMBER TO CHECK OUR
WEBSITE THE DAY AFTER HEAVY
RAIN FOR FIELD PLAYABILITY.

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

From the ranks of youngsters who stand now
On the morning side of the hill
Will come the leaders, the future strength
And character of the nation

HALF HOLLOW HILLS LITTLE LEAGUE

WARNING: Protective equipment cannot prevent all injuries a player might receive while participating in Baseball / Softball.

WHAT PARENTS SHOULD KNOW ABOUT LITTLE LEAGUE INSURANCE

The Little League Insurance Program is designed to afford protection to all participants at the most economical cost to the local league. The Little League Player Accident Policy is an excess coverage, accident only plan, to be used as a supplement to other insurance carried under a family policy or insurance provided by parent's employer. If there is no primary coverage, Little League insurance will provide benefits for eligible charges, up to Usual and Customary allowances for your area, after a \$50.00 deductible per claim, up to the maximum stated benefits.

This plan makes it possible to offer exceptional, affordable protection with assurance to parents that adequate coverage is in force for all chartered and insured Little League approved programs and events.

If your child sustains a covered injury while taking part in a scheduled Little League Baseball or Softball game or practice, here is how the insurance works:

1. The Little League Baseball accident notification form must be completed by parents (if the claimant is under 19 years of age) and a league official and forwarded directly to Little League Headquarters within 20 days after the accident. A photocopy of the form should be made and kept by the parent/claimant. 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 a claim for benefits are to be provided within 90 days after the accident. In no event shall such proof be furnished later than 12 months from the date the initial 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 after the 52-week time limit when:
(a) Deferred medical benefits apply when necessary treatment requiring the removal of a pin /plate, applied to transfix a bone in the year of injury, or scar tissue removal, after the 52-week time limit is required. The Company will pay the Reasonable Expense incurred, subject to the Policy's maximum limit of \$100,000 for any one injury to any one insured. However, in no event will any benefit be paid under this provision for any expenses incurred more than 24 months from the date the injury was sustained.

(b) If the Insured incurs Injury, to sound, natural teeth and Necessary Treatment requires treatment for that Injury be postponed to a date more than 52 weeks after the injury due to, but not limited to, the physiological changes of a growing child, the Company will pay the lesser of: 1. A maximum of \$1,500 or 2. Reasonable Expenses incurred for the deferred dental treatment.

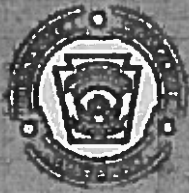
Reasonable Expenses incurred for deferred dental treatment are only covered if they are incurred on or before the Insured's 23rd birthday. Reasonable Expenses incurred for deferred root canal therapy are only covered if they are incurred within 104 weeks after the date the Injury occurs.

No payment will be made for deferred treatment unless the Physician submits written certification, within 52 weeks after the accident, that the treatment must be postponed for the above stated reasons.

Benefits are payable subject to the Excess Coverage and the Exclusions provisions of the Policy.

We hope this brief summary has been helpful in a better understanding of an important aspect of the operation of the Little League endorsed insurance program.

STEVEN MURACO - HHHLL PRESIDENT



LITTLE LEAGUE® BACKGROUND CHECKS

Provided by JDP

Ensure Safety For Everyone In Your League.

Easily screen your League coaches and volunteers.



Round the Bases with 4 Steps to Safety and Success!



Step 1: Register

Complete the registration form online at <https://www.littleleague.org/player-safety/child-protection-program/> or call JDP at 855.799.8753. Make sure you have everything you need to register. There is a registration checklist on the back of this sheet.



Step 2: Receive Your User Name & Password

When you receive your user name and password via e-mail, you are ready to start! For a user guide please visit www.jdp.com/littleleague-backgroundcheck/.



Step 3: Order Background Checks

Begin screening your volunteers. The first 125 screens are free to the district and local Little League, paid for by Little League International. Each additional screen will be at a minimal cost.



Step 4: Reports

Visit www.jdp.com/littleleague-backgroundcheck/ to login and view your reports!

For more information on Little League® Background Checks visit
<https://www.littleleague.org/player-safety/child-protection-program/>

JDP

Little League International, Inc. • 12000 Little League Way • Little League City, PA 17043 • 855.799.8753



LITTLE LEAGUE® BACKGROUND CHECKS

Player Safety

Registration Checklist

Make sure to have the following information available when you begin the registration process

- Your League ID*
- You will not be asked for a credit card until your 126th search
- Details of the person requesting access to submit backgrounds

We have extended our phone support hours to better assist you. Call the support line Mon-Fri from 7:30 AM to 9:00 PM EST.

*If you do not know your league ID, please call 570-326-1921 for assistance

For Returning Presidents with Existing Accounts

If you are a returning league president with an active account, we can help with any account questions you may have for the upcoming season. Call 855-799-8753

- Reset passwords
- Update credit card information
- Get account number help
- Learn more about the service

For New Presidents with Existing Accounts

If you are a new president and need to update the contact information associated with an existing account for your league, please complete and submit the online "Information Change Form" that can be found at www.littleleague.org/background. Look on the right-hand side, bottom FAQ question, "I am a new League President..." Your change request will be reviewed and completed within 5 to 7 business days.

Additional Information

- Q Who in the local league should be responsible to process the background check information?
- A Little League International recommends the board of directors appoint the local league president and two other individuals to handle the background checks. These individuals may be from the board or individuals outside the board. For instance, the board of directors may appoint individuals who have significant professional background in this area, such as law enforcement officers or individuals with a legal background.
- Q What type of offenses are we screening for when we conduct a background check?
- A Local leagues are conducting a National Criminal File database that includes criminal records and sex offender registry records across 50 states. An individual who has been convicted or pled guilty to charges involving or against a minor, no matter when the offense occurred, must not be permitted to work or volunteer.
- Q How do volunteers get copies of their background report?
- A Volunteers may receive a copy of their full report or dispute a criminal record associated with their report by contacting the JDP Consumer Disclosure team at 855-799-8753 or by emailing littleleague@jdp.com. If a negative record is reported on a volunteer's background report, they will automatically receive a copy via email or U.S. Mail. Local Little League will supply the volunteer with a copy of the report if they intend to take adverse action based on the information in the background report.

For more information on Little League® Background Checks visit <https://www.littleleague.org/player-safety/child-protection-program/>

JDP



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

Introduction

The backbone of Little League® 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. Effective in 2007, the local league must conduct a nationwide search that contains the applicable government sex offender registry data. 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 any 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.

The United States Department of Justice National Sex Offender Public Registry is free and available at www.nsopr.gov.

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

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

- Generally, a person involved in a local Little League program should not provide unwarranted gifts, trips, attention and affection to individual children who are not their own. The key word is *unwarranted*.

Warning Signs of a Seducer

While it remains important to teach young children about the dangers of accepting items from strangers, or talking to them, we should all beware of the danger posed by the “seducer-type” child sex offender.

Each of the individual signs below means very little. Taken as a group, however, the signs *MAY* point to this type of child sex offender, and should be applied to anyone who has repetitive access to, or contact with, children.

- Provides unwarranted gifts, trips, affection and attention to a specific child or small group of children
- Seeks access to children
- Gets along with children better than adults
- “Hangs around” children more than adults
- Has items at home or in vehicle specifically appealing to children of the ages they intend to molest, such as posters, music, videos, toys, and even alcohol or drugs
- Displays excessive interest in children (may include inviting children on camping trips or sleepovers)
- Single, over 25 years old (but could be married, sometimes as a “cover,” and could be any age)
- Photographs or videotapes children specifically
- Lives alone, or with parents
- Refers to children as objects (“angel,” “pure,” “innocent,” etc.)
- Manipulates children easily

Again, each of these items, by themselves, is relatively meaningless. Taken together, however, they may indicate a problem.

What to Watch For in Your Child

We’ve seen the signs that could point to a child sex offender, but what about the signs a child might display when he or she has been sexually abused or exploited? Some of these symptoms may be present in a child who has been or is being sexually abused, when such symptoms are not otherwise explainable: sudden mood swings, excessive crying, withdrawal, nightmares, bed-wetting, rebellious behavior, fear

Information (part of a service of the Children’s Bureau, within the Administration on Children, Youth and Families, Administration for Children and Families, U.S. Department of Health and Human Services, <http://www.calib.com/nccanch/>).

How to Report

Suspected Child Maltreatment

The National Clearinghouse on Child Abuse and Neglect Information advises this: If you suspect a child is being maltreated, or if you are a child who is being maltreated, call the Childhelp USA National Child Abuse Hotline at 1-800-4-A-CHILD (1-800-422-4453; TDD [text telephone] 1-800-2-A-CHILD). This hotline is available 24 hours a day, seven days a week. The Hotline can tell you where to file your report and can help you make the report.

Or, for a list of states’ toll-free telephone numbers for reporting suspected child abuse, visit the “Resource Listings” section at this site: <http://www.calib.com/nccanch/pubs/prevenres/organizations/tollfree.cfm>, or call the Clearinghouse at 1-800-FYI-3366.

Talk to Your Kids; Listen to Your Kids

It is important that you as a parent talk frankly to your children. If a child reports sexual abuse, statistics show he or she is probably telling the truth.

Unfortunately, the sexually molested child often sees himself or herself as the one “at fault” for allowing abuse to happen. Your children **MUST** know that they can come to you with this information, and that you will support them, love them, and *believe* them.

If there is an allegation of sexual abuse of a minor, the crime should be reported immediately. These criminals who steal childhood **MUST BE STOPPED**.

This brochure was produced by Little League Baseball, Incorporated; P.O. Box 3485; Williamsport, PA 17701

Little League Baseball and Softball does not limit participation in its activities on the basis of disability, race, creed, color, national origin, gender, sexual preference or religious preference.

RESIDENCY AND SCHOOL ATTENDANCE ELIGIBILITY REQUIREMENTS

Each local Little League determines the actual geographic boundaries of the area from within which it shall select players. These boundaries must be described in detail and shown on a map and dated when making application for a Little League charter. Players will be eligible to play with that league only if they reside or the physical location of the school where they attend classes is within the boundaries provided to and approved by Little League Baseball, Incorporated. **NOTE:** Players who established "residence" or "school attendance" for regular season and/or tournament in a prior season using the Tournament Player Verification form, and can produce the form with proper proofs and signatures, will **NOT** need to complete a new Tournament Player Verification form.

I. A PLAYER WILL BE DEEMED TO RESIDE WITHIN THE LEAGUE BOUNDARIES IF:

- A. His/her parents are living together and are residing within such league boundaries, OR;
- B. Either of the player's parents (or his/her court-appointed legal guardian) reside within such boundaries. It is unacceptable if a parent moves into a league's boundaries for the purpose of qualifying for tournament play. As detailed later in these rules, the penalty for violation of this rule may, in Little League Baseball, Incorporated's discretion, result in the disqualification of a player, team or entire league from regular season and/or tournament play.
- "Residence," "reside," and "residing" refers to a place of bona fide continuous habitation. A place of residence once established shall not be considered changed unless the parents, parent, or guardian makes a bona fide change of residence.

Residence shall be established and supported by documents containing the full residence which includes parent(s) or guardian(s) name, street address, city, state, and zip code information, dated or in force between February 1, 2021 (previous year) and February 1, 2022 (current year), from one or more documents from each of the three Groups outlined below:

NOTE: Example – Three documents from the same Group (utility bill, cable bill, and bank statement) constitute only ONE document.

GROUP ONE	GROUP TWO	GROUP THREE
1. Driver's License	1. Welfare/child care records	1. Voter's Registration
2. School records	2. Federal records (i.e. Federal Tax, Social Security, etc.)	2. Utility bills (i.e., gas, electric, water/ sewer, phone, mobile phone, heating, waste disposal)
3. Vehicle records (i.e., registration, lease, etc.)	3. State records	3. Financial records (i.e. loan, credit, investments, etc.)
4. Employment records	4. Local (municipal) records	4. Medical records
5. Insurance documents	5. Support payment records	5. Internet, cable, or satellite records
	6. Homeowner or tenant records	
	7. Military records	

Any documents submitted as proof of residence must demonstrate bona fide continuous habitation as determined by Little League Baseball, Incorporated in its sole discretion.

II. A PLAYER WILL BE DEEMED TO ATTEND SCHOOL IN THE BOUNDARIES IF:

- A. The physical location of the school where he/she attends classes is within the boundaries established by the local league. **NOTE:** This excludes home schools, cyber schools, sports-related schools, sports academies, preschools, or after school where a student participates outside of the primary school the player is enrolled.

"School attendance" refers to the (place) physical location the player in question attends school during the traditional academic year. Once established, a location of school attendance shall not be considered changed unless the child is enrolled and attends another school or is no longer enrolled in or attending the previous school.

School attendance shall be established and supported by a document indicating enrollment for the current academic year, dated prior to **October 1, 2021**, and with the physical location of the school, from **ONE** of the following categories to determine school attendance by such player:

1. Official/Certified school enrollment record dated prior to **October 1, 2021**
2. A Little League-issued school attendance form completed by the principal, assistant principal, or administrator authorized to sign on behalf of the school

It is recommended that the league require some proof of residence or school attendance within the league's boundaries at the time the player registers. Players and their parents/guardians are advised that a false statement of residence or school attendance may lead to ineligibility to play Little League Baseball or Softball. Under **NO** circumstances does **ANY** person have the authority to grant a waiver that allows a child to play in a local Little League program **IN ANY DIVISION**, when that child does not qualify under these eligibility requirements. Any league who accepts any player outside of its boundaries and fails to properly document compliance with the "Residence and/or School Attendance Player Eligibility Requirement" or obtain a waiver through the Charter Committee may result in the disqualification of a player, team, or entire league from regular season and/or tournament play.

If the claim for residency or school attendance is challenged, the above materials must be submitted to Little League Baseball, Incorporated, with an affidavit of residency or school attendance from the parent(s) or guardian(s). Little League Baseball, Incorporated shall have the right to request additional documentation in support of the claim of residency or school attendance. The parent(s) or legal guardian(s) will be required to provide said documentation to obtain eligibility. Little League Baseball, Incorporated shall decide the issue in its sole discretion, and that decision will be final and binding. Residency or school documents must illustrate that the residence or school attendance (as defined above) was inside the league's boundaries throughout the regular season (as of June 15 of the year in question).

In the case of a Regulation II(d) Waiver Form, or a Regulation IV(h) Waiver Form, the proof of residence for the **FORMER** residence of the parent(s)/guardian(s) or former school that was within the current league's boundaries must be obtained. This proof of residence for the former residence or former school attendance must be supported by the same documentation as noted above.

TOURNAMENT REQUIREMENT FOR NON-CITIZENS:

A participant who is not a citizen of the country in which he/she wishes to play, but meets residency requirements as defined by Little League, may participate in that country if:

1. his/her visa allows that participant to remain in that country for a period of at least one year, or;
2. the prevailing laws allow that participant to remain in that country for at least one year, or;
3. the participant has an established bona fide residence in that country for at least two years prior to the start of the regular season.

Exceptions can only be made by action of the Charter Committee in Williamsport. Any request for a waiver pertaining to the eligibility of a player must be submitted in writing, by the president of the local Little League through the District Administrator, to the respective Regional Director not later than the date prescribed in Regulation IV(j). Requests submitted after that date will not be considered.

PROOF-OF-AGE REQUIREMENTS ACCEPTABLE FORMS OF PROOF OF BIRTH DATE

1. Original proof of age document, if issued by federal, state, or provincial registrars of vital statistics in the country in which the Little Leaguer is participating.
2. If country of participation differs from the country of proof of age document, original proof-of-age document issued by federal, state, or provincial registrars of vital statistics, or local offices thereof, are acceptable proof of age, provided the document was filed, recorded, registered, or issued within one (1) year of the birth of the child.
3. An original document issued by federal, state, or provincial registrars of vital statistics, or local offices thereof, listing the date of birth, with reference to the location and issue date of the original birth certificate, is acceptable. (The original birth certificate referenced must have been filed, recorded, registered, or issued within one (1) year of the birth of the child.) Also issued by these agencies are photocopies of the certificate of live birth with the certification also photocopied, including the signature, and include the seal impressed thereon. Such documents are acceptable without "live" signatures, provided the original filed, recorded, registered, or issued date of the birth certificate was within one (1) year of the date of birth.
4. For children born abroad of a parent or parents who are U.S. citizens, any official government document issued by a U.S. federal agency or service, is acceptable. For military dependents, Department of Defense identification cards and military hospital certificates are acceptable. These must be originals, not copies, and must refer to a filing, recording, registration, or issue date that is within one (1) year of the birth of the child.
5. A "Statement in Lieu of Acceptable Proof of Birth" issued by a District Administrator is acceptable.

NOT ACCEPTABLE AS SOLE PROOF OF BIRTH: Baptismal Certificate; Certificate of Blessing; Certificate of Dedication; Certificate of Circumcision, etc.; Hospital Certificate; photocopied records; passports.

NOTE: Little League International has authorized the Regional Directors for Latin America and Caribbean, Europe and Africa, and Asia-Pacific, to adopt a policy that excludes No. 1 above. Local Little Leagues and districts in those regions will be informed of the regional policy.

HOW TO OBTAIN ACCEPTABLE DOCUMENTS PROVING DATE OF BIRTH

Certified copy-of-birth records may be obtained from the Registrar of Vital Statistics of each state, province, or local office where the child was born. For U.S.-born persons, addresses of these offices or bureaus, fees required, and other pertinent information are supplied by the United States Department of Health and Human Services (National Center for Health Statistics). A database listing the method for obtaining birth records from any U.S. state or territory is available at the following Internet address: cdc.gov/nchs/w2w.htm

Individual states may also have online instructions on how to obtain "rush" birth records. To find out a state's latest policies regarding birth records, go to the Internet site listed below and type "birth records" into the search field, designate the appropriate state, then click on "SUBMIT." @ USA.gov

Persons in the U.S. who need a copy of a non-U.S. birth record should contact the Embassy or the nearest Consulate of the country in which the birth occurred. Addresses and telephone numbers for these offices are listed in the U.S. Department of State Publication 7846, "Foreign Consular Offices in the United States," which is available in many local libraries. This information may also be located at the following Internet address found online. Such proof-of-birth records must meet the criteria for acceptable proof listed above.

HOW TO OBTAIN A "STATEMENT IN LIEU OF ACCEPTABLE PROOF OF BIRTH"

When an "Acceptable Proof of Birth" as described previously is not available, then the appropriate number of items in EACH of these FOUR groups are required so that the participant may obtain a "Statement in Lieu of Acceptable Proof of Birth," which is required for such a participant to be eligible for regular season or tournament play:

Group 1. Any one (1) of the following, provided the date of birth is listed: a naturalization document issued by the United States Department of Justice; photocopy of birth certificate; original birth certificate or government record of birth if not containing a filing, recording, registration, or issue date within one (1) year of the date of birth; passport; **PLUS...**

Group 2. Any two (2) of the following, provided the date of birth is listed: Baptismal Certificate; Certificate of Blessing; Certificate of Dedication; Certificate of Circumcision; or any other religious-related certificate; Hospital Certificate; School Record (must be dated, and date of issue must be at least two years prior to current season); Social Security document; Welfare Department document; adoption record. Any item in this group must be an original document, not a copy; **PLUS...**

Group 3. Any two (2) of the following: A written, signed, and notarized statement from

- ... the doctor who delivered the child;
- ... a hospital administrator where the child was delivered;
- ... the principal or headmaster of the school the child attends;
- ... a Social Worker with personal knowledge of the child's date of birth;
- ... a Priest, Rabbi, Minister, Mullah, or other titled religious figure with personal knowledge of the child's date of birth;
- ... the child's pediatrician or family doctor.

NOTE: In each statement in Group 3, the writer must describe his/her responsibilities or his/her relationship to the child, and must attest to his/her personal knowledge that the child was born on the date claimed; **PLUS...**

Group 4. A written, signed, and notarized statement from one or both parents, or the legal guardian (as appointed by a court of jurisdiction), attesting to the date of birth claimed.

The league president will forward the above documentation to the District Administrator (or, if the team is traveling, the Tournament Director). If in the opinion of the District Administrator, such evidence is satisfactory, a "Statement in Lieu of Acceptable Proof of Birth" will be issued. This statement will be considered to be acceptable proof of age from that point forward, throughout the child's Little League experience, provided all the information submitted is accurate. (**NOTE:** If the District Administrator is unable to review the documents, they may be submitted to the appropriate Regional Headquarters.)

NOTE: Situations where players use the name of an adopting family or the name of the family with whom they live, but whose births are recorded under the surname of the natural father or mother, will be handled as follows: The president of the league will obtain from the parents or guardian a document that qualifies under Proof-of-Age Requirements, as well as a copy of the adoption papers (if the player has been legally adopted). If the player was not adopted, a notarized statement from the mother and/or father or legal guardian (as appointed by a court of jurisdiction), saying that the player living under one or the other of their surnames is the same player (for whom the birth certificate was issued) is also required.

These documents will be submitted to the District Administrator. If the documents are found to be acceptable, a "Statement in Lieu of Acceptable Proof of Birth" will be issued and all original documents returned. The information submitted will be kept confidential.

Tips for Little League® Parents

Positively Supporting Your Child – On and Off the Diamond

Identifying the winning and losing teams comes with keeping score, and parents can easily lose sight of the important steps to success that make that finish possible. Have you noticed that your children perform better when they receive positive reinforcement and praise? The Positive Coaching Alliance (PCA) highlights this method of encouragement as filling up your child's "Emotional Tank" (E-Tank).

Children with full "e-tanks" are more coachable. They are more open to your suggestions. They also tend to be more optimistic, deal better with adversity and are more capable of changing their behavior in response to their surroundings. When "e-tanks" are low, kids tend to be pessimistic, give up more easily and become defensive in the face of criticism. Sounds great, but you are probably wondering, how do I fill my child's "e-tank?"

Here are a couple ways you can fill your child's "e-tank":

- Listening – it is one of the most powerful E-Tank-fillers... adopt a "tell-me-more" attitude. Encourage your child to express themselves.
- Be truthful & specific with praise – it is fine to say "good job", but it is much better when you are specific... ("Your effort was great today especially when you backed up the catcher.") This shows that you care and are paying attention. Both of which are big e-tank fillers. The same idea can be applied to other areas of your children's lives, such as preparing for a science test: "A better science test score! I noticed that you studied hard, and it paid off."
- Non-verbal Actions: smiling, clapping, thumbs up or a high five

And just as some actions are fillers, some can be drainers... be careful to avoid them. One common example is just by ignoring and not listening to your child. Another common one is sarcasm. Criticizing and making corrections during or after the game are drainers. Children know when they make mistakes or do not perform well; they don't want to hear about it again. Also, non-verbal actions like hands on hips, frowns, eye rolling, crossed arms and heavy sighs are all E-Tank drainers.

Practice filling your child's E-Tank and see what happens. Try doing it for a spouse or co-worker. It takes practice but it feels great once you have mastered it.

Make Little League a "Special Time" With Your Child

Volunteering in Little League is a family experience. It's a time in your child's life you'll want to share. Every parent – mom and dad, Little League veteran and Little League novice – should enjoy this one-of-a-kind experience with their child.

Beginning with Tee Ball, parents can get involved with the maturation process together. As the child learns the game, the parent learns how to communicate and interact with their own child and other children on a cohesive, trusting progression.

Tips for Little League® Parents

A parent-coach learns how to create a fun, introductory Little League experience for Tee Ball-age players. As the child moves up through the local league's divisional structure, the parent-coach adds in more techniques for the increasing motor skills, while adding appropriate technique and skill training at each age level.

Coaching one's son or daughter is a unique opportunity to spend time with them and help with the life lessons that every parent values. These are memories, for both you and your child that will last forever.

Little League International recognizes and appreciates the challenges that come with being a Little League manager or coach, so it has developed a free online coaching resource center that Little League managers and coaches can turn to for reference, education, or to stay current with the latest drills and coaching techniques. Visit www.LittleLeagueCoach.org

How to Introduce Yourself to Little League

Look up the structure and divisions of Little League online at www.PlayLittleLeague.org for a brief description, and to gain a basic sense of what's going on in the program. If you want to go deeper and brush up on the basic rules, check out the resources on www.LittleLeague.org.

Little League's rules, regulations and guidelines are designed to create a safe, healthy, educational and fun experience for participants young and old.

Personalize the Game

Watch baseball and softball in your community, or on TV. Check out the team roster and have the children pick a player (perhaps the one who plays the same position they do) and follow them on the field. Throughout the game, ask the kids questions about their player. Another way to personalize it is to teach geography. Buy a map and hang it on the wall. With each game you watch, place a pin in the cities the teams are from. If your child is computer knowledgeable, have them go online and find a few facts about the cities.

Own the experience

When your child asks what games are on, pick games that you can attend or watch on TV, together. Choose a game that has a connection for you and your child. Examples are your favorite team or that of a grandparent, or sibling; or tie it into a location of the country that the child is studying in school. Picking teams to root for based on jersey color can also go a long way with children. You don't have to over-think it or be the smartest person in the room; you just have to make it fun. Besides, it's always more fun when you care about one of the teams.

Ask Older Kids More Questions

Older kids are more likely to see something and try to replicate it on the field. When the umpire makes a call, talk about it with your child. Do you both understand why the call was made? If not, talk together about what you think may have happened.

Parents and managers frequently will ask, "How do I get the youngster to care?" Children feel free to care when they have the self-confidence that makes them think they have a chance for some satisfaction in the activity. You help a person care by increasing his sense of confidence. Start by praising the small successes and his efforts.

Maintain Perspective

One area that perhaps some people have not thought about as a potential problem is the team clown. I'm referring to one of your better players who clowns around, but the child whose main source of recognition is in being the oddball or clown. The manager should set the example for the way the other kids deal with him because a youngster like this is having troubles or he wouldn't resort to being the clown for attention. Don't be too quick to laugh at his jokes and pranks. Take him seriously. It's easy to slip into a pattern of using nicknames that the other children use for the overweight, awkward or slow child. If they are all calling him "Fats" it's easy for the manager to use that name too. It's better if he doesn't. Even if it looks like Fats doesn't mind and the youngsters say, "Oh, he doesn't care, we've always called him that and he just laughs," don't believe he doesn't care. He's got a first name or another name that's not humiliating. Use it and maybe you can, by example, encourage the player to drop that nickname "Fats."

Managers, parents, all adults who are close to a child and his team should keep a sense of perspective. Little League baseball is a game for the children to enjoy and not something to be brought up before the Security Council of the UN. It is when adults let their own wishes to succeed become tangled with the achievement of an individual or a particular team that there is a danger of too much psychological pressure. The adult who is bitter or angry after an error or a loss should consider helping the Little League program in some other capacity than as a manager or coach. The danger is that he will fill the players with an undue sense of guilt, failure, and shame. If you can't walk away from the losses, then get into some other role — tell the program or raise the money. These various needs for success that many of us have in sports as we follow a particular team are better kept with our favorite pro-teams. If we're unhappy with Johnny Bench or Tom Seaver, it isn't going to bother them too much, but if we're unhappy with a player on our team or our child, there's dangerous pressure.

The key to the psychological impact of the Little League experience is set by the manager. Place the emphasis on the effort made and not the result. You can praise a player for his faithful attendance at practice, for his attitude and not just his landing and fielding percentage. This approach helps build

children who keep trying, who don't coast when they are ahead, who won't give up when they are behind or defeated, who won't feel the pressure to go beyond the bounds of the rules and good sportsmanship to win.

Make It A Good Experience

One of my favorite coaches is John Wooden, UCLA basketball coach. He expresses the kind of philosophy I'd recommend for all coaches. He asks that his players go out and do their best, they win or lose, he wants them to walk off the court with their heads up. They ought to feel good about the job they have done and their regardless of the score.

I remember, as some of you may, the interview that he gave after a loss to Houston that ended a long victory string. I'd seen him in many interviews after winning. Here was a chance to see him after losing a big one. He was the same. I thought if this is what he does with his players in the locker room, then the players on his team are going to have a good experience regardless of how far they go in baseball.

That old, "I ain't whether you've won or lost, it's how you played the game" is really true. Raymond Kipling, in his poem "If," had these lines that to me have always meant a great deal in terms of dealing with wins and losses. There's a part that goes, "If you can meet with triumph and disaster and treat those two imposters just the same..." That's what they are — imposters and the manager who understands that gives a child the best possible kind of Little League experience.

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

Little League Baseball does not limit participation in its activities on the basis of disability, race, color, creed, national origin, gender, sexual preference or religious preference.

'PREPARE THE CHILD FOR THE PATH... Not The Path For The Child.'



www.littleleague.org

by Dr. Thomas F. Johnson, M.D.

Dr. Johnson was consultant to the Public School Department of Probation, the United States Navy Hospital at San Diego California.

Held recognized for his work in the field of child psychiatry, Dr. Johnson graduated from the University of Minnesota and Medical School. He interned at Santa Barbara County Hospital, served his residency and Fellowship in psychiatry at Mounting St. Schinol, Taipei, Korea.

Dr. Johnson has ample personal credentials for his observations — in addition to his professional background — having participated as a Little Leaguer at St. Louis Park, Minnesota, and later serving as coach and manager.

I am very pleased to have the opportunity to be here because I place a high value on Little League's contribution to individuals and communities. If the world is going to change, it will probably be as the result of how we raise our children and the experiences we give them, and not what is said at conferences tables between world powers. In this respect, I think Little League has tremendous responsibility and has conducted a great deal of Sports in general are probably making us many through into bettering international relations than any other field.

Over the years, it has been fashionable to criticize Little League. Critics have suggested that competitive athletics for youngsters of Little League age is damaging to their psyche. As a child psychologist who has been involved actively in organized baseball for this age group, first as a pool-playing, left-handed first baseman, and later as a coach, manager, and umpire, I have had a chance to view Little League from a number of vantage points. As a player, I had to deal with the personal disappointment that is a normal part of defeat. As a manager, there were frustrating, provocative questions from parents: "Why isn't my boy playing more?" As an umpire, they questioned my vision: "You're blind, ump," they said.

I would like to discuss some of the ways in which Little League can be good and some of the dangers—how to spot and deal with them.

Prepare The Child

From the standpoint of personality development, we can divide life into a number of stages from the infant with the "I want what I want when I want it" attitude to the mature adult who can be the giving parent. Some main goals of the Little League age child are to gain increased self-control over feelings and channel them into appropriate actions, to increase his ability to subordinate his own wishes for the good of others or the group, to increase the ability to accept delay in gratification, to learn new skills, and to gain the satisfaction of mastery. Finally, and perhaps most important of all, to feel an acceptance as a man by one's own father, or substitute father such as his coach or manager. This is the key to building self-esteem and confidence in children. Little League experience can provide a supportive environment for starting to internalize rules of the game. The team effort of practice, of not quitting during a game or a season, are all extremely valuable. These are contributions that are important for a player who may never get a hit or catch a ball in a whole season. If they can do these things, their parents and their managers should be proud of them and praise them for their participation.

There is a saying, "Prepare the child for the pain, not the pain for the child." There are many of us as parents who feel the urge to intercede on our child's behalf with the school teacher or the Little League manager about playing our child more. This is preparing the path for the child, not the child for the path. Every time we do it, we rob our youngster of the chance to solve the problem on their own or to solve it with our support, without our actually doing it for them.

There is value in a child's experiencing some frustration, tension and anxiety. Properly done, it promotes psychological growth. In early childhood development, we find that some frustration promotes the child's will to move about, to communicate and to learn other skills necessary to get along in the world.

The key to frustration's being helpful is that it not overwhelm the child so that he quits or ends up spinning his wheels with a hopeless feeling. He needs support and guidelines to stir his focus and give him a new sense of direction so that he can finally accomplish some success in the task. The normal Little League age youngster can psychologically handle the disappointment of loss, of personal and team setbacks. If he feels a basic sense of self-worth, if he feels the support of his parents and his manager or coach, and if he feels that his relationship with them isn't changed by his losing, not getting a hit, or dropping the ball.

Trust The Child's Capabilities

Little League managers and coaches should recognize the power they have to help youngsters. Even on a professional level, where I have had a chance to do some consulting work with coaches, we find that the athletes bring to the relationship with the coach attitudes and expectations carried over from their relationship with his own father. The coach who realizes this can provide a strengthening of the positive aspects of the attitude and, where it exists, a corrective experience for the negative attitudes. The manager and the coach truly do become symbolic fathers, even for the professional athlete. The youngster, the more influence the coach may have over the child.

Here are some guidelines recommended for your consideration. Be liberal with praise. Nobody was ever ruled by being overpraised. Praise sincerely given doesn't make people rest on their laurels; it gives them confidence to continue when the going is hard.

Be sparing of criticism and surround it with positive comments. I change when I hear an adult mention only something negative to a youngster so that the entire encounter is about what he did wrong. For example: A youngster playing

in the infield lets a ground ball get through. He gets over to it or he makes a good try, but he hobbles it and doesn't make the play. The coach might say, "Johnny, you got a great jump on that ball." He starts out with a positive comment about something in the play that was good. Find something in compliment and say that first. Then you can add, "I think if you'd start out with your other foot first, you'll make that play next time." I don't think that every child is going to do it right the next time, but I think more children are going to pay attention, try harder, and probably do better next time when the corrections are made in that way.

We teach best by the example we set. In victory, it's important the manager not take the lesson, himself, or individual player too seriously. In defeat, the manager should be a good listener to the players who are taking the loss hard. The art of listening isn't just saying, "uh, huh, uh, huh," while we're listening to four other people, reading the paper, or watching television. Real listening is looking at somebody, and giving him 100 percent of your attention. Turn a lost on yourself to see if you have really listened to a youngster by saying back to him in your own words what you think he has said to you. Say, "Is this what you mean, Johnny?" and if he says, "Yes, that's it," then you both know you have listened and understood. Try to help elicit the child's feelings. Reminiscent of your own self. If you feel and act like you have just lost World War II, and are kicking the side of the dugout and throwing balls, it's pretty tough to set a good example. Try to avoid the life supportive phrases, such as, "It's just a game." "There'll be other seasons," and "You'll get over it." If you have played sports, you know that people who use those phrases don't seem to really understand the way you are feeling at that moment.

There are some signs a manager or parent can look for if the child is a youngster is experiencing undue emotional stress from school, school, or other areas.

In children, depression seldom presents itself as just plain sadness. Children of the 8-12 age group show depression more often in physical complaints. If you get an unusual number of physical complaints, one of the things to consider is that the youngster may be depressed about something.

The "I don't care" or "I won't try," attitudes may be masking the child's fear of failing. In Asop's Fable, "The Fox and the Grapes," when the fox who wanted the grapes tried but couldn't reach them, he ended up by saying they were probably sour anyway. This is the kind of defense mechanism we may be dealing with in the "I don't care" child.

From the sum of the total experience, along with the physical and mental reactions to such experiences, the player begins to develop certain attitudes. These attitudes then manifest themselves in patterns of behavior, behavior that could prove to be acceptable or unacceptable.

Thus, it is extremely important that the experiences arising out of Little League activity be healthy and stimulating. Furthermore, it is equally important that volunteer personnel recognize the fact and strive to help the youngster meet the challenge. It is within the province of responsibility of the volunteer to help the player to develop desirable attitudes.

- I. Is an attempt made to point out the desirability of:
 - a. Fair play.
 - b. Playing without finding fault or making excuses about mistakes.
 - c. Listening to directions.
 - d. Winning without bragging.
 - e. Recognizing certain standards of achievement.
 - f. Substituting to the spirit of give and take.
- II. Have you observed any progress on the part of the youngsters in your league concerning the following:
 - a. They participate in practice and drills as you have planned them.
 - b. They accept the fact that there are some youngsters who have more or less skills than they do.
 - c. They have respect for other people's property.
 - d. They take care of equipment properly.
- III. In working with the players, do you sense that:
 - a. They are beginning to develop self-confidence.
 - b. They are showing signs of courage.
 - c. They are beginning to develop leadership qualities.
 - d. They are beginning to set standards for themselves.
- IV. In your observations, can you say that you have noticed improvement in the following areas:
 - a. Learning to accept reversals without undue emotional upset.
 - b. Accepting and playing by the rules of the game.
 - c. Learning to develop self-control over personal feelings.
 - d. Identifying their circle of friends.
- V. Do you feel that the youngsters under your supervision recognize that:
 - a. Working to improve skills leads to self-satisfaction and achievement.
 - b. Being a good follower in certain situations is as important as being a good leader.
 - c. Self-sacrifice for the good of the team is necessary.
 - d. There are occasions when one must accept certain responsibilities for others.

EMOTIONAL SECURITY AND ATTITUDES IN CHILDREN



www.littleleague.org

by
Dr. Luke LaPorta

An understanding of children is the most important component of the Little League program. Adults working with youth should be conversant with every aspect of emotional security and attitudes of children under their direction. Dr. LaPorta, of Liverpool, New York, is widely recognized as an authority in this field and was a recipient of the Athletic Director of the Year Award sponsored by the National Council of Secondary School Athletic Directors. He has been active in Little League for more than 40 years and served as the Chairman of the Little League International Board of Directors.

Little League Baseball does not limit participation in its activities on the basis of disability, race, creed, color, national origin, gender, sexual preference or religious preference.

Emotional Security

In order to grow, children must have food, fresh air, light and exercise. This food, fresh air, light and exercise provide children with nourishment and activity required to satisfy the needs of physical growth and development. Along with this physical development, children must also develop emotionally. As children reach maturity, they will also reach certain levels of emotional maturity. It is hoped that the emotional maturity outlined will be at a desirable level so that the individuals may function normally within their own sphere of relationships, whether it be with their peers, their immediate family or other adults.

The nutrients or ingredients necessary for emotional growth are not the same as they are for physical growth. However, they are very vital as important as food and drink are to physical growth and development. These nutrients satisfy the needs for emotional security just as food and drink satisfy a physical hunger pangs. If children are to attain a level of emotional maturity, they must first have certain securities.

For example, children need to know that they are loved. It is possible that children who are deprived of love will suffer in a number of ways. One of these ways would be the inability of children to relate to other children and adults. Usually, children who feel they are not loved will be withdrawn, will find it difficult to make friends and, many times, will react to social situations in a manner that is unacceptable as normal behavior. Very often unloved children will react in a way that is harmful to themselves and also to the community in which they live. Some quarters contend that juvenile delinquency, in part, is a result of the deprivation of love.

In addition to being loved, there are other ways that children are able to satisfy the need for emotional security. Children have to feel that they are accepted, whether it is acceptance as part of a family, a school group, church group, gang or club. The need for acceptance is not limited to children, of course. Young managers yearn to be accepted in societies, fraternities, social cliques or athletic teams. Even adults sometimes feel the need for acceptance in local associations, clubs, school groups and neighborhood circles.

In its healthiest form, acceptance is based on what the child actually is and not what the child has done or what family history reflects. Many times, however, acceptance is not based on the human qualities of the child and is, in effect, denied for a variety of reasons. Some of these being: color, physical handicaps, speech handicaps, or even a mischievous childhood prank that just can't seem to be forgiven.

Children must be made to feel that they are liked and accepted for what they are. This kind of acceptance fosters an independence and confidence, which the child needs in order to grow emotionally. This does not mean the children have Carte Blanche to do anything that they desire without disapproval of their acts. Much to the contrary, unacceptable behavior should be dealt with firmly and with decisive action. For example, a manager in Little League could encounter a problem with a youngster, which, if not handled firmly, might cause further trouble, i.e., talking back to an umpire or rough play. The player could be told that this is not the behavior expected of a Little League and disapproval could be voiced quite strongly. However, it could be followed with, "remember I like you, but I sure didn't like what you did out on that field."

When working with children it is important to remember that at this particular age they are sensitive to the subtle pressures of acceptance and rejection.

In choosing activities in which they will take part, children make their choices for a variety of reasons. Some will choose an activity where they can be with someone they like, others will choose an activity that they enjoy, but, for the most part, children will choose the game or activity in which they have the greatest success. Children like to do the things that they can do best. The real fact is that a child who is a good baseball player wants to play baseball, and the heavy hitter wants to play baseball. For the most part, children enjoy most games they play, but they enjoy them that much more when they have a certain degree of success in that game.

Success feelings are necessary for the emotional growth and emotional security in children. These feelings help immeasurably in establishing and developing confidence, independence, pride and positive attitudes in youngsters. Frequently when faced with something new, youngsters will talk themselves out. However, in facing the challenge they suddenly find that they achieve some degree of success. At this point, the ballgame changes to aggressiveness and the nervousness is met with vigor and confidence.

Furthermore, children seem to respond readily to solicitous encouragement and to recognition of small successes they achieve. Success experiences for children are important to emotional security and to eventual emotional maturity.

Love, acceptance and success are strong emotional needs. They are necessary for establishing emotional security in the child and, in turn, emotional security, if necessary, is the stabilizer of emotional maturity; children will satisfy these emotional needs in one way or another. Their first choice, of course, is to do so in a socially acceptable manner. However, if they have no opportunity to do so, they will use other methods, usually in a socially unacceptable manner and from this derive satisfaction from the potency of unacceptable behavior.

Little League Baseball seems to be a well-established, acceptable way to provide degrees of satisfaction for the emotional needs of the child. Little League is an exciting new experience and, with its unique appeal to youngsters, plays a vital role in helping to fulfill these emotional needs. This is especially true if these needs are not met at home, or if there is a lack of a father or mother or if other complications deprive the child of an opportunity to satisfy these needs. In addition, Little League offers adult companionship which, for a variety of reasons, may be lacking at this age.

In an organization such as Little League Baseball, volunteer leaders will run into many problems with youngsters. They will be working with youngsters deprived of love and attention; they will work with highly over-protected children and come in contact with the out and out rejected child. Leaders must do their utmost to help these children, and, if they are unable to help them, the least that can be done is to attempt to understand them.

Attitudes

In Little League Baseball there are many new and varied experiences facing the youngsters participating in the program. The children, probably for the first time, find themselves in situations that they alone must cope with. They alone must meet the challenge of each new experience.

LEADERSHIP AND CHARACTER - The names of managers, coaches and parents who were instrumental in the success of the team.

A. Who's Your Hero?

1. Lead role of manager and assistant manager in leading the team to the state of the Little League program _____
 2. Supportive role of coaches and parents _____
 3. Role of Little League staff _____
 4. Role of Little League players _____
- B. Who's Your Hero?**
1. Coach _____
 2. Parent _____
 3. Little League staff _____
 4. Little League player _____
- C. Who's Your Hero?**
1. Little League player _____
 2. Little League coach _____
 3. Little League parent _____
 4. Little League staff _____

MANAGERIAL SKILLS - The names of Little League players who were instrumental in the success of the team.

- A. Who's Your Hero?**
1. Lead role of manager and assistant manager in leading the team to the state of the Little League program _____
 2. Supportive role of coaches and parents _____
 3. Role of Little League staff _____
 4. Role of Little League players _____
- B. Who's Your Hero?**
1. Coach _____
 2. Parent _____
 3. Little League staff _____
 4. Little League player _____
- C. Who's Your Hero?**
1. Little League player _____
 2. Little League coach _____
 3. Little League parent _____
 4. Little League staff _____

Many a team could have been led from behind by a manager who was a coach, a parent, a youth leader, a Little League manager, a former Little League player, a coach, or a Little League manager who was the manager of the team and that the manager had been instrumental in the success of the team. However, the manager who led the team to the state of the Little League program and who was instrumental in the success of the team is the manager who led the team to the state of the Little League program and who was instrumental in the success of the team.

MANAGERIAL SKILLS

Because baseball means so much to the fans of American youth, they believe these who are better managers. The ball game of these fans has been a very important program that is very great -- to great, to fact, that no coach or manager can afford to have anything short of the finest type of leadership. Through the wisdom of baseball, the manager can lead these children and young people into the state of the Little League program and who was instrumental in the success of the team. Through the manager's leadership, the manager can lead the team to the state of the Little League program and who was instrumental in the success of the team.

As important as the manager is to the program, how much leadership do we give to the children, the parents and the fans? In fact, the manager is the manager who leads the team to the state of the Little League program and who was instrumental in the success of the team.

A manager's job is to lead the team to the state of the Little League program and who was instrumental in the success of the team. The manager who leads the team to the state of the Little League program and who was instrumental in the success of the team is the manager who leads the team to the state of the Little League program and who was instrumental in the success of the team.

We make a lot of children about the wonderful leadership of the manager for the participants. When managers are selected as leaders in the above examples, the manager who leads the team to the state of the Little League program and who was instrumental in the success of the team is the manager who leads the team to the state of the Little League program and who was instrumental in the success of the team.

Little League has had many managers of the Little League. It is a very important role for the manager who leads the team to the state of the Little League program and who was instrumental in the success of the team. The manager who leads the team to the state of the Little League program and who was instrumental in the success of the team is the manager who leads the team to the state of the Little League program and who was instrumental in the success of the team.

**LITTLE LEAGUE'S
GREATEST
CHALLENGE**



by
Dr. Arthur A. Gallagher

A parenting study and career study in the manager's role, responsibility and leadership in Little League. The Dr. Arthur A. Gallagher, who for many years was recognized as one of the nation's foremost authorities in the field of parenting, American Association of Health Physical Education and Recreation and a long-time member of the Board of Directors of Little League World Series.

Little League World Series does not lead participants in the activity on the basis of ability, race, sex, financial status, religion, age, gender, social preference or religious preference.

www.littleleague.org

SECTION

7

HALF HOLLOW HILLS
LITTLE LEAGUE

SPECIAL EVENTS SCHEDULE

Season Starts – April 8, 2023

Opening Day Parade – April 8, 2023 – 10AM*

Photo Weekend – April 29th

Teacher Appreciation – Week of April 23, 2023

Pitch, Hit & Run Contest – May 7, 2023

Jr. Home Run Derby – May 7, 2023

Wood Bat Week – Week of May 1, 2023

Sandlot Day # 1 – May 7, 2023

All Star Weekend – May 20, 2023

Sandlot Day # 2 – May 20, 2023

NY Met Night at Citi Field – 6/2/2023*

End of Season Celebration – June 10, 2023*

***Subject to Covid 19 Restrictions**

Picnic

Trophies

Year Books

Championship Games

Professional Player Appearance

Carnival

Mascot Appearances from Local Sports Teams

SECTION

8

HALF HOLLOW HILLS

SAFETY TIPS

ACCIDENT REPORTING PROCEDURES

WHAT TO REPORT- An incident that causes any player, manager, coach, umpire, or volunteer to receive medical treatment and/or first aid must be reported to the Director of Safety. 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 Director of Safety within 48 hours of the incident. The Director of Safety for Half Hollow Hills Little League can be reached at the following:

Name Phone: STEVEN MURACO
Home Phone: 631.501.4577
Work Phone: 631.699.0100
Fax: 631.699.0102
Cell Phone: 631.445.6531
Email: SMURACO@MHSNAILERS.COM

HOW TO MAKE THE REPORT- Reporting incidents at a minimum must provide:

- The name and phone number of the individual involved
- The date, time and location of the incident
- As detailed a description of the incident as possible
- The preliminary estimation of the extent of any injury
- The name and phone number of the person reporting the incident

HALF HOLLOW HILLS LITTLE LEAGUE

SAFETY DIRECTOR & COORDINATOR:

STEVEN MURACO

The purpose of a Division Safety Officer's position is to advocate a Safe environment at all times at Ostego Park with all young players, parents, spectators, coaches and managers. The Safety Officer will be required to attend only the scheduled games for their assigned division. If in the event of an accident, a accident report shall be filled out if an accident occurs at the grounds of either Ostego Park or at the Ostego School Field.

The Safety Officer will be required to walk the fields at every scheduled game with the Division Commissioner in order to insure the Safety Rules and Regulations set forth By Little League of America and Half Hollow Hills Little League.

SAFETY OFFICERS GUIDE LINES:

- Each Division Safety Officer will be supplied with a Safety Officers Manual which will include accident procedures, accident report forms, emergency phone numbers, safety tips, safety check list and guide lines.
- A League Safety Manual will also be place in the Ostego Park Concession Stand. The Safety Manual is set up with original pages and forms. (Please do not remove any original sheets or accident reports from Manual)
- A First-Aid box will be stationed in the Concession Stand and will only be available to the Board of Directors, the Safety Director-Coordinator and Division Safety Officers only. In addition, there will be extra ice packs available and other First-Aid amenities as required by our Safety Rules and Regulations.
- Each Team Manager is required to carry in there equipment bag a First-Aid Kit supplied by Half Hollow Hills Little League at all times.
- All Division Safety Officers shall report all accidents to either the League Safety Director-Coordinator or to the League President. An accident report must be filled out and dropped off at the Concession Stand after the accident has occurred.

For Local League Use Only

Activities/Reporting

**A Safety Awareness Program's
Incident/Injury Tracking Report**

League Name: _____ League ID: ____ - ____ - ____ Incident Date: _____

Field Name/Location: _____ Incident Time: _____

Injured Person's Name: _____ Date of Birth: _____

Address: _____ Age: _____ Sex: Male Female

City: _____ State _____ ZIP: _____ Home Phone: () _____

Parent's Name (If Player): _____ Work Phone: () _____

Parents' Address (If Different): _____ City _____

Incident occurred while participating in:

- A.) Baseball Softball Challenger TAD
- B.) Challenger T-Ball Minor Major Intermediate (50/70)
 Junior Senior Big League
- C.) Tryout Practice Game Tournament Special Event
 Travel to Travel from Other (Describe): _____

Position/Role of person(s) involved in incident:

- D.) Batter Baserunner Pitcher Catcher First Base Second
 Third Short Stop Left Field Center Field Right Field Dugout
 Umpire Coach/Manager Spectator Volunteer Other: _____

Type of injury: _____

Was first aid required? Yes No If yes, what: _____

Was professional medical treatment required? Yes No If yes, what: _____
(If yes, the player must present a non-restrictive medical release prior to being allowed in a game or practice.)

Type of incident and location:

- A.) On Primary Playing Field
 Base Path: Running or Sliding
 Hit by Ball: Pitched or Thrown or Batted
 Collision with: Player or Structure
 Grounds Defect
 Other: _____
- B.) Adjacent to Playing Field
 Seating Area
 Parking Area
C.) Concession Area
 Volunteer Worker
 Customer/Bystander
- D.) Off Ball Field
 Travel:
 Car or Bike or
 Walking
 League Activity
 Other: _____

Please give a short description of incident: _____

Could this accident have been avoided? How: _____

This form is for local Little League use only (should not be sent to Little League International). This document should be used to evaluate potential safety hazards, unsafe practices and/or to contribute positive ideas in order to improve league safety. When an accident occurs, obtain as much information as possible. For all Accident claims or injuries that could become claims to any eligible participant under the Accident Insurance policy, please complete the Accident Notification Claim form available at http://www.littleleague.org/Assets/forms_pubs/asap/AccidentClaimForm.pdf and send to Little League International. For all other claims to non-eligible participants under the Accident policy or claims that may result in litigation, please fill out the General Liability Claim form available here: http://www.littleleague.org/Assets/forms_pubs/asap/GLClaimForm.pdf.

Prepared By/Position: _____ Phone Number: (____) _____
Signature: _____ Date: _____

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

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.	
Name of Injured Person/Claimant		SSN	Age
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	Type of Injury
	<input type="checkbox"/> AM <input type="checkbox"/> PM	

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)	

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

For Residents of California:

Any person who knowingly presents a false or fraudulent claim for the payment of a loss is guilty of a crime and may be subject to fines and confinement in state prison.

For Residents of New York:

Any person who knowingly and with the intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information, or conceals for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime, and shall also be subject to a civil penalty not to exceed five thousand dollars and the stated value of the claim for each such violation.

For Residents of Pennsylvania:

Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information or conceals for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties.

For Residents of All Other States:

Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

PART 2 - LEAGUE STATEMENT (Other than Parent or Claimant)

Name of League	Name of Injured Person/Claimant	League I.D. Number
Name of League Official	Position in League	
Address of League Official	Telephone Numbers (Inc. Area Codes) Residence: { } Business: { } Fax: { }	

Were you a witness to the accident? Yes No
Provide names and addresses of any known witnesses to the reported accident.

Check the boxes for all appropriate items below. At least one item in each column must be selected.

POSITION WHEN INJURED	INJURY	PART OF BODY	CAUSE OF INJURY
<input type="checkbox"/> 01 1ST	<input type="checkbox"/> 01 ABRASION	<input type="checkbox"/> 01 ABDOMEN	<input type="checkbox"/> 01 BATTED BALL
<input type="checkbox"/> 02 2ND	<input type="checkbox"/> 02 BITES	<input type="checkbox"/> 02 ANKLE	<input type="checkbox"/> 02 BATTING
<input type="checkbox"/> 03 3RD	<input type="checkbox"/> 03 CONCUSSION	<input type="checkbox"/> 03 ARM	<input type="checkbox"/> 03 CATCHING
<input type="checkbox"/> 04 BATTER	<input type="checkbox"/> 04 CONTUSION	<input type="checkbox"/> 04 BACK	<input type="checkbox"/> 04 COLLIDING
<input type="checkbox"/> 05 BENCH	<input type="checkbox"/> 05 DENTAL	<input type="checkbox"/> 05 CHEST	<input type="checkbox"/> 05 COLLIDING WITH FENCE
<input type="checkbox"/> 06 BULLPEN	<input type="checkbox"/> 06 DISLOCATION	<input type="checkbox"/> 06 EAR	<input type="checkbox"/> 06 FALLING
<input type="checkbox"/> 07 CATCHER	<input type="checkbox"/> 07 DISMEMBERMENT	<input type="checkbox"/> 07 ELBOW	<input type="checkbox"/> 07 HIT BY BAT
<input type="checkbox"/> 08 COACH	<input type="checkbox"/> 08 EPIPHYSES	<input type="checkbox"/> 08 EYE	<input type="checkbox"/> 08 HORSEPLAY
<input type="checkbox"/> 09 COACHING BOX	<input type="checkbox"/> 09 FATALITY	<input type="checkbox"/> 09 FACE	<input type="checkbox"/> 09 PITCHED BALL
<input type="checkbox"/> 10 DUGOUT	<input type="checkbox"/> 10 FRACTURE	<input type="checkbox"/> 10 FATALITY	<input type="checkbox"/> 10 RUNNING
<input type="checkbox"/> 11 MANAGER	<input type="checkbox"/> 11 HEMATOMA	<input type="checkbox"/> 11 FOOT	<input type="checkbox"/> 11 SHARP OBJECT
<input type="checkbox"/> 12 ON DECK	<input type="checkbox"/> 12 HEMORRHAGE	<input type="checkbox"/> 12 HAND	<input type="checkbox"/> 12 SLIDING
<input type="checkbox"/> 13 OUTFIELD	<input type="checkbox"/> 13 LACERATION	<input type="checkbox"/> 13 HEAD	<input type="checkbox"/> 13 TAGGING
<input type="checkbox"/> 14 PITCHER	<input type="checkbox"/> 14 PUNCTURE	<input type="checkbox"/> 14 HIP	<input type="checkbox"/> 14 THROWING
<input type="checkbox"/> 15 RUNNER	<input type="checkbox"/> 15 RUPTURE	<input type="checkbox"/> 15 KNEE	<input type="checkbox"/> 15 THROWN BALL
<input type="checkbox"/> 16 SCOREKEEPER	<input type="checkbox"/> 16 SPRAIN	<input type="checkbox"/> 16 LEG	<input type="checkbox"/> 16 OTHER
<input type="checkbox"/> 17 SHORTSTOP	<input type="checkbox"/> 17 SUNSTROKE	<input type="checkbox"/> 17 LIPS	<input type="checkbox"/> 17 UNKNOWN
<input type="checkbox"/> 18 TO/FROM GAME	<input type="checkbox"/> 18 OTHER	<input type="checkbox"/> 18 MOUTH	
<input type="checkbox"/> 19 UMPIRE	<input type="checkbox"/> 19 UNKNOWN	<input type="checkbox"/> 19 NECK	
<input type="checkbox"/> 20 OTHER	<input type="checkbox"/> 20 PARALYSIS/ PARAPLEGIC	<input type="checkbox"/> 20 NOSE	
<input type="checkbox"/> 21 UNKNOWN		<input type="checkbox"/> 21 SHOULDER	
<input type="checkbox"/> 22 WARMING UP		<input type="checkbox"/> 22 SIDE	
		<input type="checkbox"/> 23 TEETH	
		<input type="checkbox"/> 24 TESTICLE	
		<input type="checkbox"/> 25 WRIST	
		<input type="checkbox"/> 26 UNKNOWN	
		<input type="checkbox"/> 27 FINGER	

Does your league use batting helmets with attached face guards? YES NO
If YES, are they Mandatory or Optional At what levels are they used?

I hereby certify that the above named claimant was injured while covered by the Little League Baseball Accident Insurance Policy at the time of the reported accident. I also certify that the information contained in the Claimant's Notification is true and correct as stated, to the best of my knowledge.

Date	League Official Signature
------	---------------------------

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 National Union Fire Insurance Company of Pittsburgh, Pa. (NUFIC) 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 Little League International. If no other insurance is in effect, a letter from the parent/guardian or claimant's employer explaining the lack of group or employer insurance should accompany the claim form.

The NUFIC 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, a Pennsylvania Insurance company, with its principal place of business at 175 Water Street, 18th Floor, New York, NY 10038. It is currently authorized to transact business in all states and the District of Columbia. NAIC Number 19445. This is a brief description of the coverage available under the policy. The policy will contain limitations, exclusions, and termination provisions. Full details of the coverage are contained in the Policy. If there are any conflicts between this document and the Policy, the Policy shall govern.

The current insurance rates would not be 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.

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 within 104 weeks after the date the Injury is sustained.

CHECKLIST FOR PREPARING CLAIM FORM

1. Print or type all information.
2. Complete all portions of the claim form before mailing to our office.
3. Be sure to include league name and league ID number.

PART I - CLAIMANT, OR PARENT(S)/GUARDIAN(S), IF CLAIMANT IS A MINOR

1. The adult claimant or parent(s)/guardians(s) must sign this section, if the claimant is a minor.
2. Give the name and address of the injured person, along with the name and address of the parent(s)/guardian(s), if claimant is a minor.
3. Fill out all sections, including check marks in the appropriate boxes for all categories. Do not leave any section blank. This will cause a delay in processing your claim and a copy of the claim form will be returned to you for completion.
4. It is mandatory to forward information on other insurance. Without that information there will be a delay in processing your claim. If no insurance, written verification from each parent/spouse employer must be submitted.
5. Be certain all necessary papers are attached to the claim form. (See instruction 3.) Only itemized bills are acceptable.
6. On dental claims, it is necessary to submit charges to the major medical and dental insurance company of the claimant, or parent(s)/guardian(s) if claimant is a minor. "Accident-related treatment to whole, sound, natural teeth as a direct and independent result of an accident" must be stated on the form and bills. Please forward a copy of the insurance company's response to Little League International. Include the claimant's name, league ID, and year of the injury on the form.

PART II - LEAGUE STATEMENT

1. This section must be filled out, signed and dated by the league official.
2. Fill out all sections, including check marks in the appropriate boxes for all categories. Do not leave any section blank. This will cause a delay in processing your claim and a copy of the claim form will be returned to you for completion.

IMPORTANT: Notification of a claim should be filed with Little League International within 20 days of the incident for the current season.

Asthma Emergency Signs

Seek Emergency Care If A Child Experiences Any Of The Following:

- + Child's wheezing or coughing does not improve after taking medicine (15-20 minutes for most asthma medications)
- + Child's chest or neck is pulling in while struggling to breathe
- + Child has trouble walking or talking
- + Child stops playing and cannot start again
- + Child's fingernails and/or lips turn blue or gray
- + Skin between child's ribs sucks in when breathing

Asthma is different for every person.

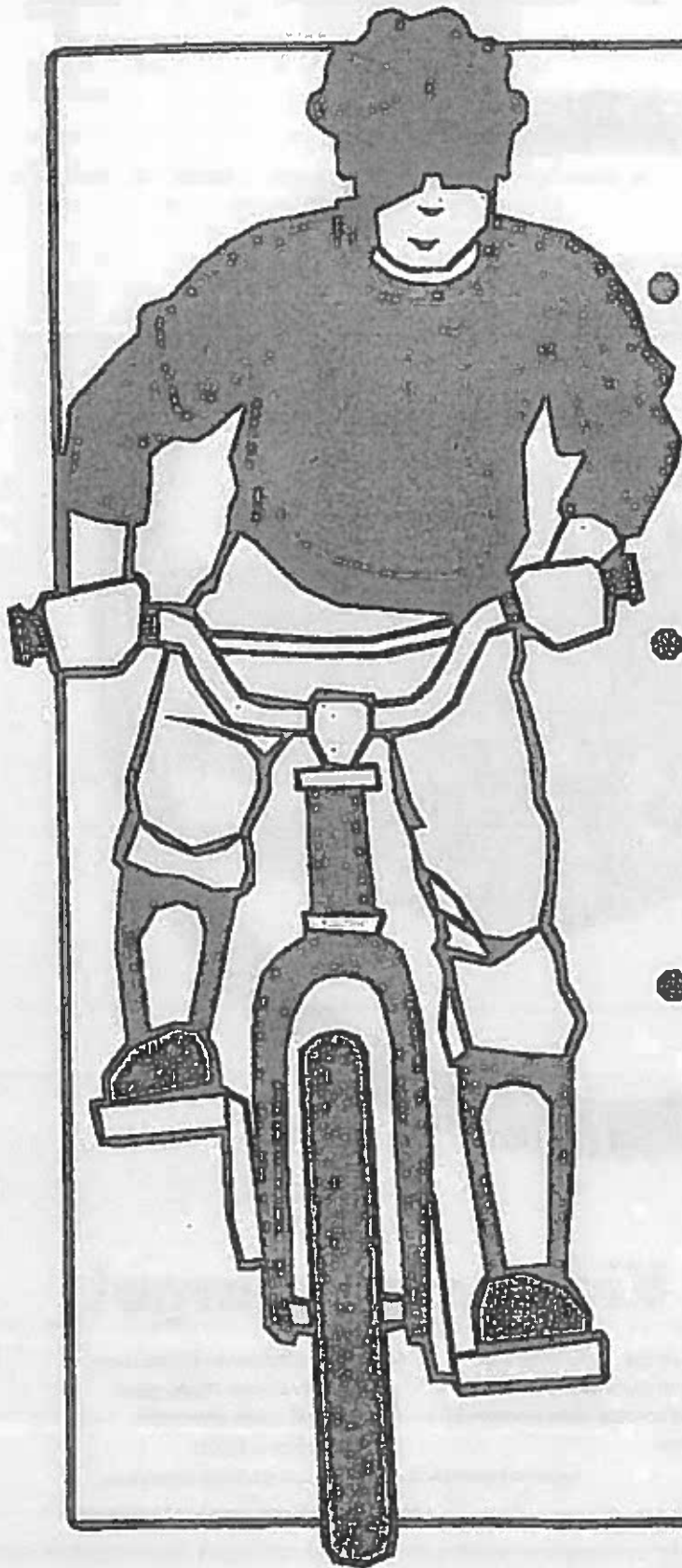
The "Asthma Emergency Signs" above represent general emergency situations as per the National Asthma Education and Prevention Program 1997 Expert Panel Report.

If you are at all uncertain of what to do in case of a breathing emergency...

Call 9-1-1 and the child's parent/guardian!

Michigan Asthma Steering Committee of the Michigan Department of Community Health

(From the GrandDix, Mich., Little League 2001 Safety Plan)

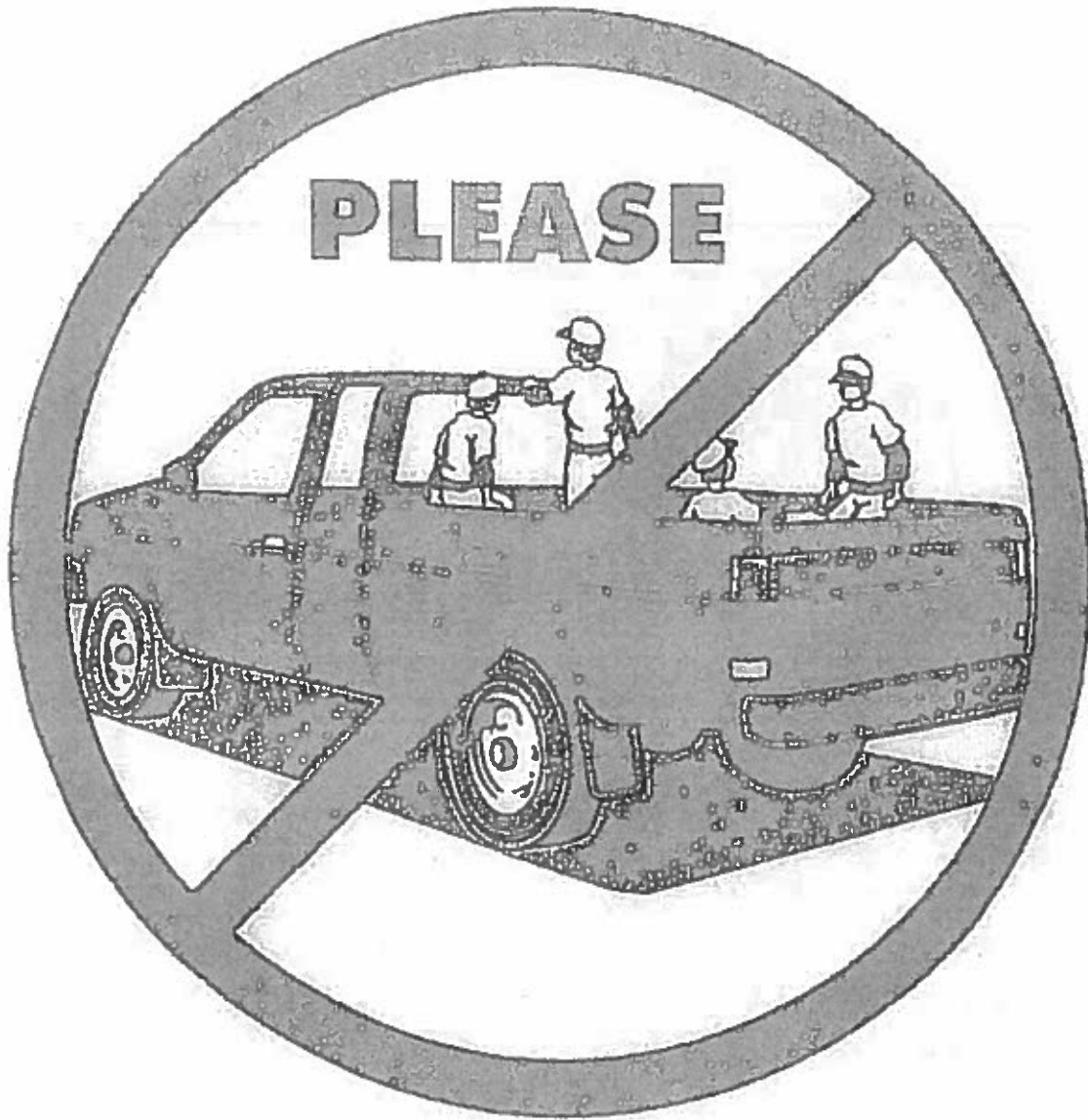


- **Wear your helmet**

- **Watch for cars**

- **Ride with traffic**





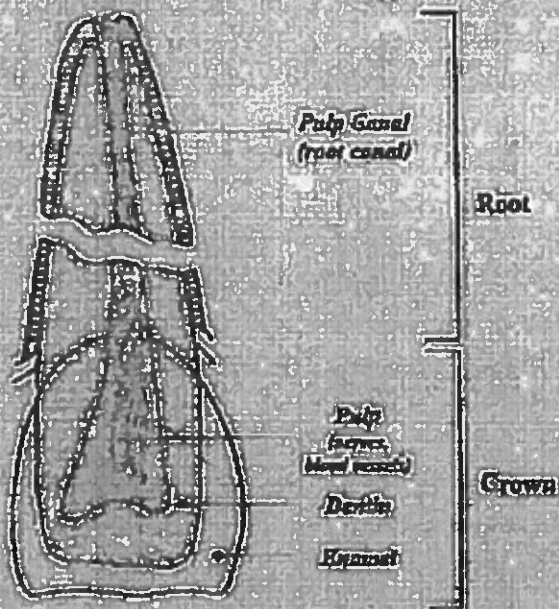
Keep'em Safe! Kids Aren't Cargo!

- 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*

© 1984 Masco Lighting, Inc. and Life League Baseball, Inc.

Emergency Treatment of Athletic Dental Injuries



Professionally-made, properly-fitted Custom Mouthguards greatly reduce the risk and severity of mouth injuries. Mouthguards are recommended injury prevention equipment for all at-risk sports.

AVULSION (Entire Tooth Knocked Out)

1. Avoid additional trauma to tooth w/bleeding. **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 with water.
 3. If possible, reimplant and stabilize by biting down gently on a towel or handkerchief. Do only if athlete is alert and conscious.
 4. If unable to reimplant:
 - Best - Place tooth in Hank's Balanced Saline Solution, i.e. "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 water.
5. Time is very important. Reimplantation within 30 minutes has the highest degree of success rate. **TRANSPORT IMMEDIATELY TO DENTIST.**

AVULSION (Tooth in Socket, But Wrong Position)

THREE POSITIONS

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 anesthesia 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)

1. 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 held to mouth by gently biting on towel or handkerchief to control bleeding.
2. Should extreme pain occur, limit contact w/other teeth, air or tongue. Pulp nerve may be exposed, which is extremely painful to athlete.
3. Save all fragments of fractured tooth as described under Avulsion, Item 4.
4. **IMMEDIATELY TRANSPORT PATIENT AND TOOTH FRAGMENTS TO DENTIST.**

Academy for
Sports Dentistry
875 North Michigan Ave.
Suite 4040
Chicago, IL 60611-1901

1800-275-1788
1800-ASD-1788

The Academy for Sports Dentistry, a professional organization dedicated to the dental needs of athletes at risk to sports injuries, recommends that every sports med. and team athlete's dentist know people in sports dentistry.

MOUTHGUARDS SHOULD NOT BE OPTIONAL EQUIPMENT

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 1.08, 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."



Think PASS!

- 1. Pull Ring**
- 2. Aim at Base of Fire**
- 3. Squeeze Lever**
- 4. Sweep Side to Side**



HAVE YOU:

- Walked field for debris/foreign objects
- Inspected helmets, bats, catchers' gear
- Made sure a First Aid kit is available
- Checked conditions of fences, backstops, bases and warning track
- Made sure a working telephone is available
- Held a warm-up drill

DANGER

FOUL BALL

AREA

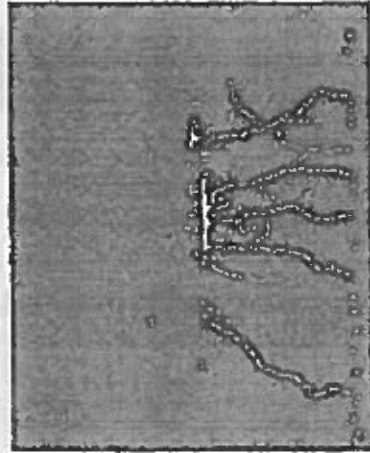


Thermmy™ says:
"It's Safe to Bite
When The Temperature is Right!"

Food Safety and Inspection Service, USDA

What to do if someone is struck by lightning

- ▶ Lightning victims do not carry an electrical charge, are safe to handle, and need immediate medical attention.
- ▶ Call for help. Have someone call 9-1-1 or your local ambulance service. Medical attention is needed as quickly as possible.
- ▶ Give first aid. Cardiac arrest is the immediate cause of death in lightning fatalities. However, some deaths can be prevented if the victim receives the proper first aid immediately. Check the victim to see that they are breathing and have a pulse and continue to monitor the victim until help arrives. Begin CPR if necessary.
- ▶ If possible, move the victim to a safer place. An active thunderstorm is still dangerous. Don't let the rescuers become victims. Lightning CAN strike the same place twice.



NOAA

STAY INFORMED

Listen to NOAA Weather Radio for the latest forecast and for any severe thunderstorm WATCHES or WARNINGS. Severe thunderstorms produce winds of 58 mph or greater, or hail 3/4 of an inch or larger in diameter.

A severe thunderstorm WATCH is issued when conditions are favorable for severe weather to develop.

A severe thunderstorm WARNING is issued when severe weather is imminent. National Weather Service personnel use information from weather radar, satellite, lightning detection, spotters, and other sources to issue these warnings.



NOAA WEATHER RADIO IS THE BEST WAY TO RECEIVE FORECASTS AND WARNINGS FROM THE NATIONAL WEATHER SERVICE.

Remember that all thunderstorms produce lightning and all lightning can be deadly to those outside.

Lightning Safety Awareness Week is the last full week of June. For additional information on lightning or lightning safety, visit NOAA's lightning safety web site:

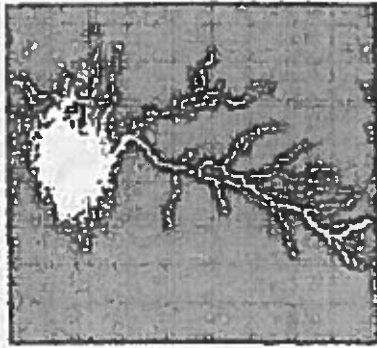
<http://www.lightningsafety.noaa.gov>

or contact us at

National Weather Service
P.O. Box 1208
Gray, Maine 04039

GYX 0301 (August 2003) - Revised

Coach's and Sports Official's Guide to Lightning Safety...



NOAA

LIGHTNING... the underrated killer!

A SAFETY GUIDE

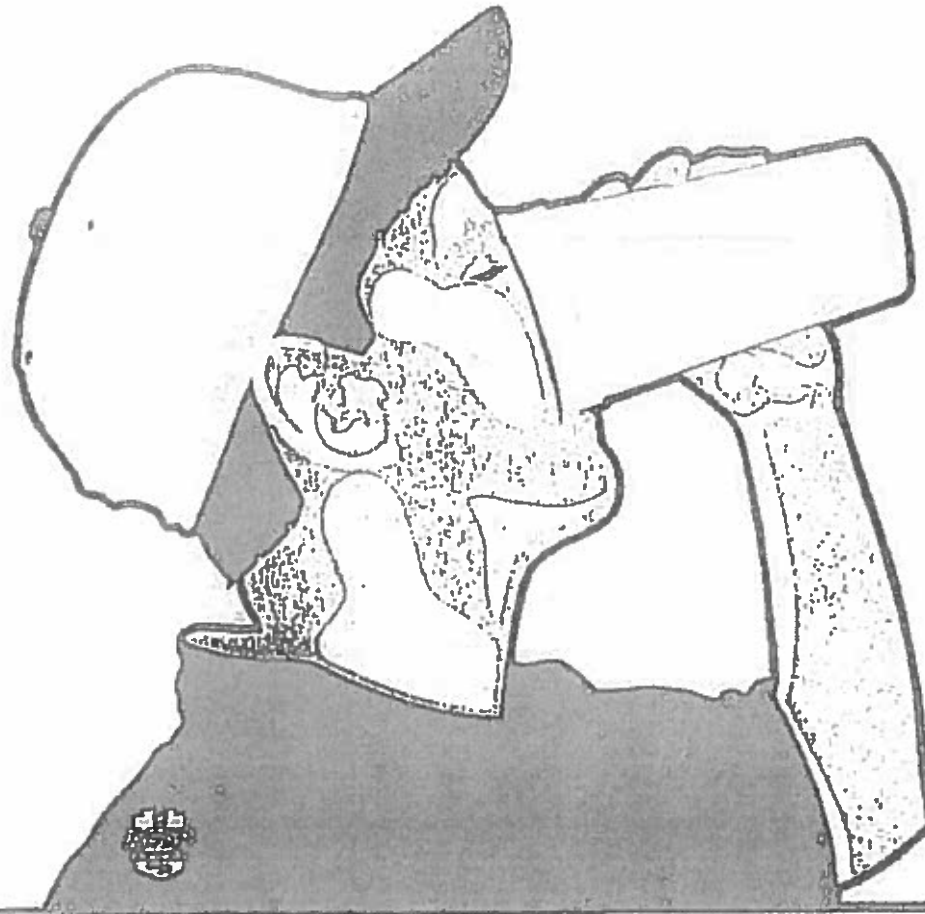
U.S. DEPARTMENT OF COMMERCE
NATIONAL OCEANIC AND
ATMOSPHERIC ADMINISTRATION

NATIONAL WEATHER
SERVICE

Gray, Maine



This safety guide has been prepared to help coaches and sports officials recognize the dangers of lightning and take appropriate safety precautions.



**WHEN IT'S HOT,
DRINK BEFORE
YOU'RE THIRSTY.**

© 1986 Little League Baseball, and Munco Lighting, Inc

Drinking Guidelines For Hot Day Activities

Before: Drink 8 oz. immediately before exercise
During: Drink at least 4 oz. every 20 minutes
After: Drink 16 oz. for every pound of weight lost

Dehydration signs: Fatigue, flushed skin, lightheaded
What to do: Stop exercising, get out of sun, drink
Severe signs: Muscle spasms, clumsiness, delirium

**FIGHT
THE BITE!**



JOIN THE "SWAT TEAM" AGAINST WEST NILE VIRUS

Defend Yourself Against Mosquitoes:

DRAIN standing water around the house weekly since it's where mosquitoes lay eggs, including: tires, cans, flowerpots, clogged rain gutters, rain barrels, toys and puddles.

DUSK & DAWN are when mosquitoes that carry the virus are most active, so limit outdoor activities or take precautions to prevent mosquito bites.

DEET is an effective ingredient to look for in insect repellents. Always follow label instructions carefully.

DRESS in long sleeves and pants during dawn and dusk or in areas where mosquitoes are active.

West Nile Virus disease is rare, but if you have symptoms including high fever, severe headache and stiff neck, contact your health care provider immediately.

Combata la Picadura:

Desague agua estancada alrededor de la casa (en llantas, cubos de basura, macetas, canalones y charcos) pues ahí ponen huevos los mosquitos. Corte la hierba y arbustos y no riegue demasiado.

AL ATARDECER y **AMANECER** están más activos los mosquitos que portan el virus. Evite actividades afuera o tenga precauciones para prevenir picaduras.

"**DEET**" es un ingrediente que deben tener los repelentes de insectos para que sean efectivos. Siga las instrucciones.

VISTASE con camisas de manga larga y pantalones cuando esté afuera en la tarde o al amanecer o donde haya muchos mosquitos.

La enfermedad del virus del Nilo Occidental es muy rara, pero si usted tiene los siguientes síntomas como dolor de cuello, fiebre alta y fuerte dolor de cabeza, contacte inmediatamente a su proveedor de servicios

www.fightthebitecolorado.com

Submitted by the Tri-Lakes Athletic Association Little League.



“Dangling”

**Make
Sure
They
Are
Safe!**

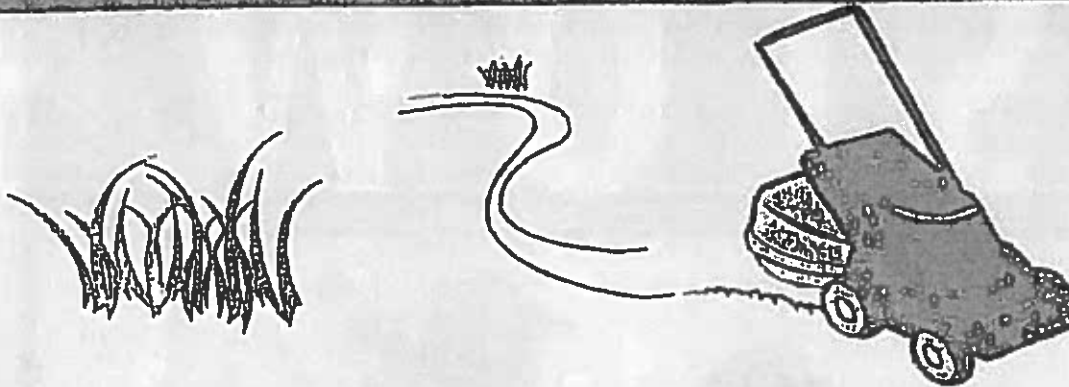
REMEMBER:

Catchers must wear helmets during warm-ups and infield/outfield practice.

RULE 117

“...All catchers must wear a mask, ‘dangling’ type throat protector and catcher’s helmet during infield/outfield practice, pitcher warm-up and games.”

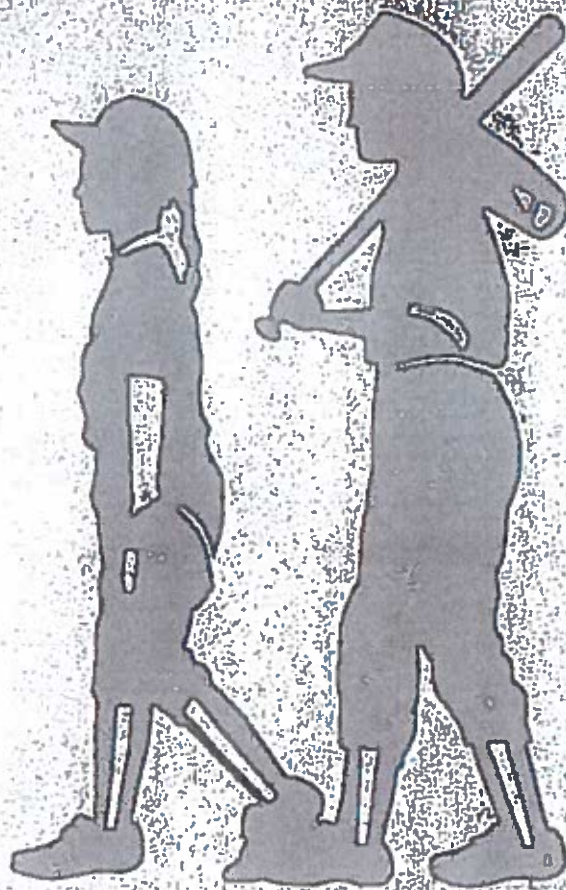
Mower/Equipment Safety Rules



1. Never make adjustments or repairs with the engine running.
2. Be sure the area is clear of other people before mowing.
STOP if anyone enters the area.
3. Never carry passengers.
4. Do NOT mow in reverse.
5. **ALWAYS** look down and behind **BEFORE** and **WHILE** backing.
6. Remove rocks, tree limbs, cans, etc. before mowing.
7. Always check the oil in the mowers before use.
8. **ONLY** adults operate mowers. **NO** children/others allowed to ride along with operator of riding mowers.
9. Please report damage or trouble with the mowers so they can be repaired.
10. You **MUST** wear safety glasses when using weed eater.

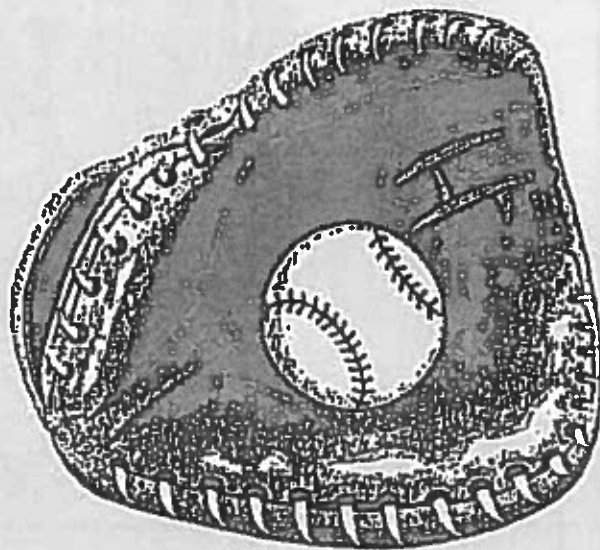
** Modified from Peru, Ind., Little League safety plan*

SLOW



**BALL PLAYER
CROSSING**

Coach, Please Let Players Catch!



REMEMBER:

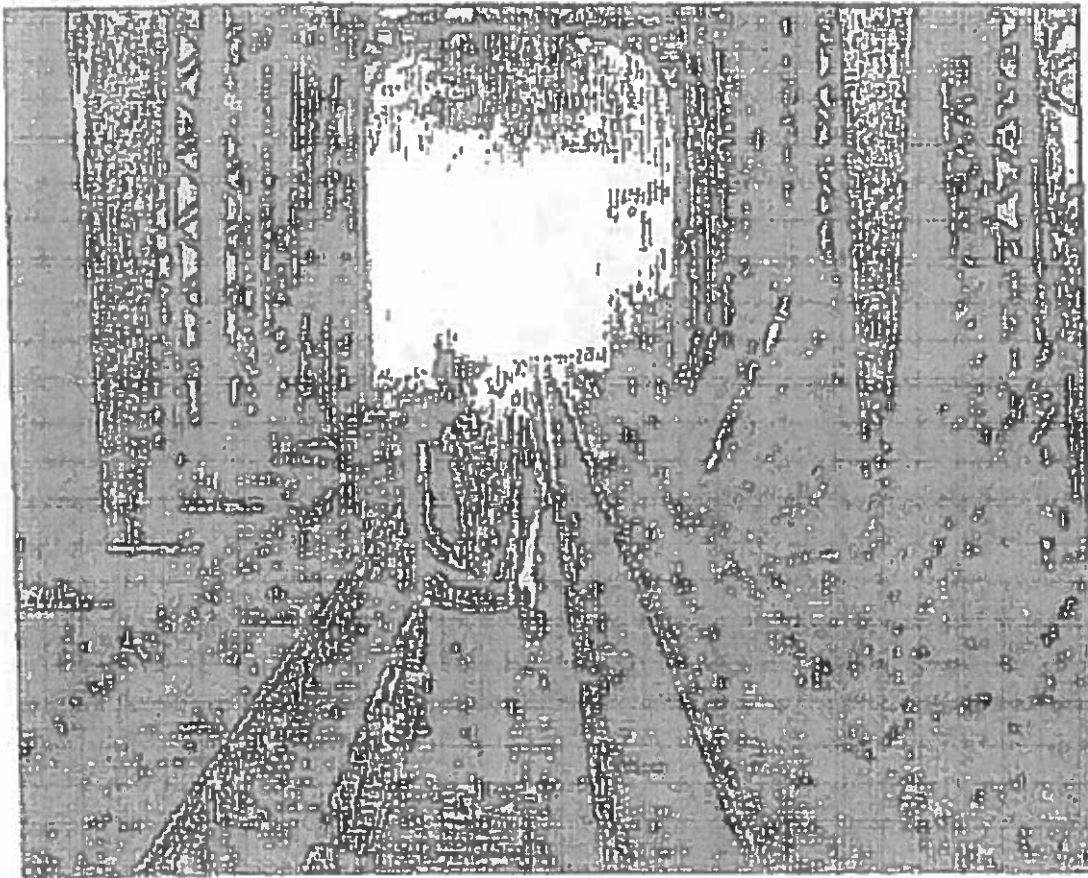
Coaches and managers must not warm up pitchers. Let Players Catch.

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."

DON'T GET CAUGHT IN A RUNDOWN.

Make it all the way home.
Stay off the tracks.



Trespassing on the rail track is a major league error.
Tracks are for trains, not games. Don't forfeit your future.
Stay off the tracks.

SPONSORED BY OPERATION LIFESAVER

For more information please call 1-800-537-6224
or visit their Web site at www.oli.org



Who Uses Spit Tobacco?



No One in Your Little League Program

... Right?

become regular spit tobacco consumers. It's NSTEP's goal to change this.

Little League Baseball, International is a major player on the NSTEP team because it wants kids to know the truth about spit tobacco. Together, NSTEP and Little League are working to ensure that kids, spit tobacco, baseball and softball never mix. NSTEP also has partnered with Major League Baseball, the Major League Baseball Players Association (MLBPA), the Professional Baseball Athletic Trainers Society (PBATS), and the American Baseball Coaches Association (ABCA). Spokesmen have included some of baseball's most exciting figures, including Derek Jeter, Hank Aaron, Jeff Bagwell, Lenny Dykstra, and NSTEP national chairman, Joe Garagiola. Chances are NSTEP will make an impression at your child's Little League ballpark this summer through its programs, projects, and literature aimed at teaching young baseball and softball fans that spit tobacco isn't part of the game.

So ask yourself again - who uses spit tobacco? It could be your kid, but it doesn't have to be. NSTEP needs the help of parents, coaches, and adult role models everywhere to help bring its anti-spit tobacco message to today's youth.

Visit WWW.NSTEP.ORG today for vital resources and information on spit tobacco, cessation, and oral cancer prevention.

Think again.

In fact, the national spit tobacco rate among high school males is one in five. That's right - one out of every five high school boys has used spit tobacco, a substance that contains more than 28 known cancer-causing agents. Girls aren't immune, either. Some regions of the U.S. report that girls are using spit tobacco at high rates as well. One thing is clear - kids are using spit tobacco. What are you doing to make sure that your child isn't?

NSTEP wants to make sure your child doesn't use spit tobacco, too. Oral Health America's National Spit Tobacco Education Program (NSTEP) was founded in 1994 as an effort to increase awareness about the dangers of spit tobacco, and break the historical link between this potentially deadly drug and America's pastime. NSTEP's mission is to prevent the use of spit tobacco, and to help all users quit.

NSTEP's mission isn't easy. The spit tobacco industry enjoys more than \$2 billion in yearly sales, largely by targeting new users. Nearly one million children will try spit tobacco this year and more than 300,000 of these young first-time users will



ORAL HEALTH AMERICA
410 North Michigan Ave.
Suite 352
Chicago, IL 60644-4211
312-938-0900
www.NSTEP.org

use your head

BEFORE YOU BUY A BICYCLE HELMET,

TAKE SURE THE FITS!



CORRECT WAY TO WEAR
YOUR HELMET

Wear it low on your forehead — 2 finger widths above your eyebrows. Sit it evenly between your ears and flat on your head. Tighten the chin strap and adjust the pads inside so it feels snug and secure and doesn't move up and down or from side to side.

After March 1999, all bicycle helmets made in or imported to the United States must meet a uniform safety standard issued by the U.S. Consumer Product Safety Commission (CPSC). Among other things, this means that bike helmets for children ages 7 to 5 will cover more of their heads, giving them more protection. After March 1999, look for a label or sticker that says the helmet meets the new CPSC standard.*



* Some manufacturers may still have helmets meeting this standard before March 1999.



CPSC Web site: <http://www.cpsc.gov>
CPSC Hotline, 1-800-638-2772 & (800) 638-8270 (TDD)



HEY KIDS — REMIND GROWNUPS TO WEAR THEIR HELMETS TOO!

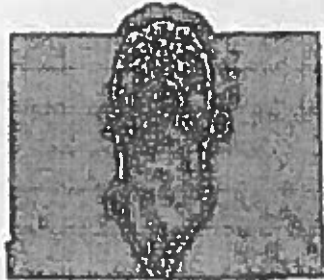
DOT/SAFETY/CPSC

Suggestions for Warm-up Drills



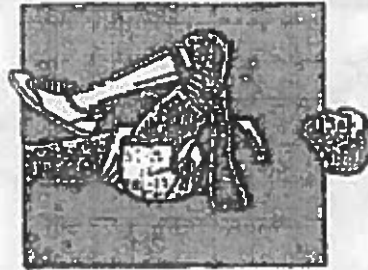
Heel Cord Stretches

Lean against a wall. Reach one leg behind you. Keep the knee straight, heel on the ground, and toes pointed forward. Slightly bend the leg that's closer to the wall. Lean forward. You should feel the stretch along the back of your calf. Repeat with other leg.



Head and Neck Circles

Make a circle with your head, going around first in one direction five times. Then reverse and make five circles in the opposite direction.



Low Back Stretches

Lie on your back, bring one knee up, and pull the knee slowly toward your chest. Hold and repeat three times. Switch legs and repeat.



Shoulder Stretches #1

Stand or sit, holding your throwing arm at the wrist with your other hand. Put your arm over your head and pull gently, feeling your upper arm against your head. You should feel the stretch inside your shoulder.



Shoulder Stretches #2

Stand or sit, holding onto the elbow of your throwing arm with your other hand. Gently pull your throwing arm across your chest. You should feel the stretch inside your shoulder, especially at the back.



Shoulder Stretches #3

Stand or sit with your pitching arm out to the side and your elbow bent. Move your arm back until you feel the stretch in the front of your shoulder.



Thigh Stretches #1

Sit on the ground. Stretch both legs out in front of you. Reach forward, touching your toes. Eventually, you want to lean forward far enough to put your head on your knees. You should feel the stretch along the backs of your legs.

Thigh Stretches #2

Sit on the ground with one leg stretched out in front of you. Bend the other knee and put your foot behind you. Lean backwards. You should feel the stretch along the front of your thigh.



Volunteers Must Wash Hands

HOW

Wet
warm water



Wash
20 seconds
Use soap



Rinse



Dry

Use single-service
paper towels



Gloves



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:

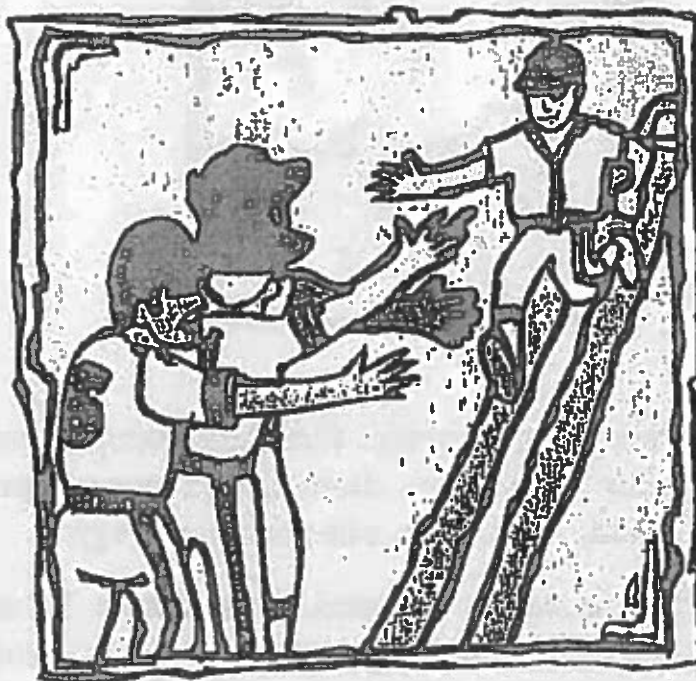
- ▶ as often as you wash your hands
- ▶ when they are torn or soiled

Developed by UMass Extension Nutrition Education Program with support from U.S. Food & Drug Administration in cooperation with the MA Partnership for Food Safety Education, United States Department of Agriculture Cooperative. UMass Extension provides equal opportunity in program and employment.



**UMASS
EXTENSION**

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."

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



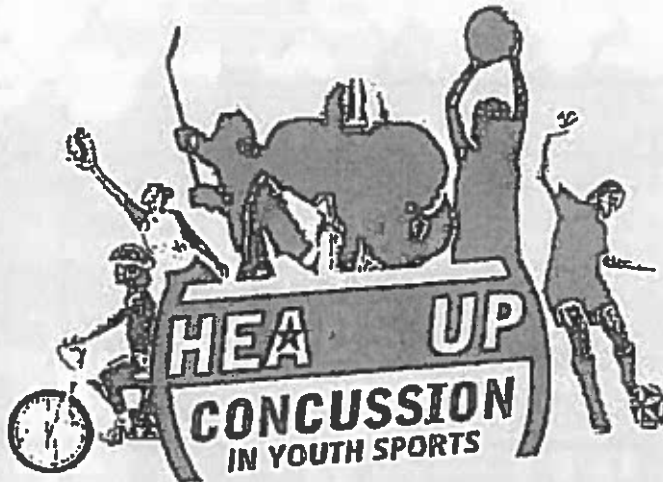
REMEMBER:

- **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



SIGNS AND SYMPTOMS

These signs and symptoms may indicate that a concussion has occurred.

SIGNS OBSERVED BY COACHING STAFF	SYMPTOMS REPORTED BY ATHLETE
Appears dazed or stunned	Headache or pressure in head
Is confused about assignment or position	
Forgets sports plays	Balance problems or dizziness
Is unsure of game, score, or opponent	
Moves clumsily	Sensitivity to light
Answers questions slowly	Sensitivity to noise
Loses consciousness (even briefly)	Feeling sluggish, hazy, foggy, or blurry
Shows behavior or personality changes	Concentration or memory problems
Can't recall events prior to hit or fall	Can't recall events
Can't recall events after hit or fall	Does not feel right

ACTION PLAN

If you suspect that a player has a concussion, you should take the following steps:

1. Remove athlete from play.
2. Ensure athlete is evaluated by an appropriate health care professional. Do not try to judge the seriousness of the injury yourself.
3. Inform athlete's parents or guardians about the known or possible concussion and give them the fact sheet on concussion.
4. Allow athlete to return to play only with permission from an appropriate health care professional.

It's better to miss one game than the whole season.

For more information and to order additional materials free-of-charge, visit:
www.cdc.gov/ConcussionInYouthSports



DUGOUT RULES

- No On Deck Batters
- No Bats In Hands
- No Bat Donuts Allowed
- No Ball Throwing Inside Dugout

No Parents, Siblings, Relatives, Friends Allowed In Dugout Near Dugout Opening or Behind Any Tarp During Game Play

Only Approved Players and Coaches Permitted in Dugout

All Coaches Must Be Inside Dugout During Game Play Except For Base Coaches

No Hanging From Fence or Tarps.

All Equipment Must Be Inside Dugout And Not on Any Part of Field.

ake
ure
hey
Are
safet

oh, Please
it Playere
Catch!



Small text at the bottom left, likely a disclaimer or contact information.



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.

Keeping Them Safe

SAFETY CODE – Dedicated to Injury Prevention

Responsibility for Safety procedures should be that of an adult member of the _____ Little League.

Arrangements should be made in advance of all games and practices for emergency medical services.

Managers, coaches and umpires should have training in first-aid. First-aid kits are issued to each team manager.

No games or practices should be held when weather or field conditions are bad, particularly with lightning.

Play area should be inspected frequently for holes, damage, stones, glass and other foreign objects.

All team equipment should be stored within the team dugout, or behind screens, and not within 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 or the team's manager and coaches.

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.

All pre-game warm-ups should be performed within the confines of the playing field and not within areas that are frequented by, and thus endanger spectators (i.e., playing catch, pepper, swinging bats, etc.)

Equipment should be inspected regularly for the condition of the equipment as well as for proper fit.

Batters must wear Little League approved protective helmets during batting practice and games.

Catcher must wear catcher's helmet, mask, throat guard, long model 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 practices and games.

Except when runner is returning to a base, head-first slides are not permitted.

During sliding practice, bases should not be strapped down or anchored.

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."

Player must not wear watches, rings, pins or metallic items during games and practices.

The Catcher must wear catcher's helmet and mask with a throat guard in-warming up pitchers. This applies between innings and in the bullpen during a game and also during practices.

Managers and Coaches may NOT warm up pitchers before or during a game.

On-deck batters are not permitted (except in Junior/Senior/Big League Divisions).

All managers are required to attend _____ Little League-sponsored managers clinic and all coaches are invited as well.

Our _____ Little League runs background checks on all of the managers, coaches and other applicable volunteer applicants.

Safety is everyone's responsibility

SAFETY CODE

The Board of Directors of Hills Little League has mandated the following *Safety Code*. All managers and coaches will read this *Safety Code* and then read it to the players on their team. Signatures are required in the spaces provided below acknowledging that the manager, coach and players understand and agree to comply with the *Safety Code*. Tear the signature sheet on the dotted line and mail to the HLL Safety Officer in the enclosed envelope.

- > Responsibility for safety procedures belong to every adult member of Hills Little League.
- > Each player, manager, designated coach, umpire, team safety officer shall use proper reasoning and care to prevent injury to him/herself and to others.
- > Only league approved managers and/or coaches are allowed to practice teams.
- > Only league-approved managers and/or coaches will supervise batting cages.
- > Arrangement should be made in advance of all games and practices for emergency medical services.
- > Managers, designated coaches and umpires will have mandatory training in First Aid.
- > First-aid kits are issued to each team manager during the pre-season and additional kits will be located at each concession stand and in the clubhouse.
- > No games or practices will be held when weather or field conditions are poor, particularly when lighting is inadequate.
- > Play area will be inspected before games and practices for holes, damage, stones, glass and other foreign objects.
- > Team equipment should be stored within the team dugout or behind screens, and not within 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 or the team's manager and designated coaches.
- Foul balls batted out of playing area will be returned to the snack bar and not thrown over the fence during a game until our ball returners are installed.
- 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.
- All pre-game warm-ups should be performed within the confines of the playing field and not within areas that are frequented by, and thus endangering spectators, (i.e., playing catch, pepper, swinging bats etc.)
- Equipment should be inspected regularly for the condition of the equipment as well as for proper fit.
- Batters must wear Little League approved protective helmets that bear the NOCSAE seal during batting practice and games.
- Except when a runner is returning to a base, head first, slides are not permitted.
- During sliding practice, bases should not be strapped down or anchored.
- 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" for their children.
- On-deck batters are not permitted.
- Managers will only use the official Little League balls supplied.
- Once a ball has become discolored, it will be discarded.
- All male players will wear athletic supporters or cups during games. Catchers must wear a cup. Managers should encourage that cups be worn at practices too.
- Male catchers must wear the metal, fiber or plastic type cup and a long-model chest protector.
- Female catchers must wear long or short model chest protectors.
- All catchers must wear chest protectors with neck collar, throat guard, shin guards and catcher's helmet, all of which must meet Little League specifications and standards.



- > All catchers must wear a mask, "dangling" type throat protector and catcher's helmet during practice, pitcher warm-up, and games. Note: Skullcaps are not permitted.
- > Shoes with metal spikes or cleats are not permitted. Shoes with molded cleats are permissible.
- > Players will not wear watches, rings, pins, jewelry or other metallic items during practices or games. (Exception: jewelry that alerts medical personnel to a specific condition is permissible and this must be taped in place.)
- > No food or drink, at any time, in the dugouts. (Exception: bottled water, Gatorade and water from drinking fountains)
- > Catchers must wear a catcher's mitt (not a first baseman's mitt or fielder's glove) of any shape, size or weight consistent with protecting the hand.
- > Catchers may not catch, whether warming up a pitcher, in practices, or games without wearing full catcher's gear and an athletic cup as described above.
- > Managers will never leave an unattended child at a practice or game.
- > No children under the age of 15 are permitted in the Concession Stands.
- > Never hesitate to report any present or potential safety hazard to the Safety Officer immediately.
- > Make arrangements to have a cellular phone available when a game or practice is at a facility that does not have public phones.
- > Speed Limit is 5 miles per hour in roadways and parking lots.
- > No alcohol or drugs allowed on the premises at any time.
- > No medication will be taken at the facility unless administered directly by the child's parent. This includes aspirin and Tylenol.
- > No playing in the parking lots at any time.
- > No playing in construction areas at any time. This includes the sand bins.
- > No playing on and around lawn equipment, machinery at any time.
- > No smoking within twenty feet of the dugouts and concession stands.
- > No swinging bats or throwing baseballs at any time within the walkways and common areas of the complex.
- > No throwing rocks.
- > No climbing fences.
- > No swinging on dugout roofs.



- > No pets are permitted on the premises at any time. This includes dogs, cats, horses, etc.
- > Observe all posted signs.
- > Players and spectators should be alert at all times for foul balls and errant throws.
- > All gates to the fields must remain closed at all times. After players have entered or left the playing field, gates should be closed and secured.
- > Bicycle helmets must be worn at all times when riding bicycles on the premises as well as to and from the premises.
- > Use crosswalks when crossing roadways. Always be alert for traffic.
- > The Department of Water and Power property adjacent to the complex is off limits at all times.
- > No one is allowed on the complex with open wounds at any time. Wounds should be treated and properly bandaged.
- > There is no running allowed in the bleachers.



PARENTAL CONCERNS ABOUT SAFETY

The following are some of the most common concerns and questions asked by parents regarding the safety of their children when it comes to playing baseball. We have also included appropriate answers below the questions.

I'm worried that my child is too small or too big to play on the team/division he has been assigned to. Little League has rules concerning the ages of players on T-Ball, Farm, Minor, Major and Senior teams.

Little League observes those rules and then places children on teams according to their skills and abilities based on their try-out ratings at the beginning of the season. If for some reason you do not think your child belongs in a particular division, please contact the Player Agent and share your concerns with him or her.



Should my child be pitching as many innings per game? Little League has rules regarding pitching which all managers and coaches must follow. The rules are different depending on the division of play but the rules are there to protect children.

Do mouth guards prevent injuries? A mouth guard can prevent serious injuries such as concussions, cerebral hemorrhages, incidents of unconsciousness, jaw fractures and neck injuries by helping to avoid situations where the lower jaw gets jammed into the upper jaw. Mouth Guards are effective in moving soft tissue in the oral cavity away from the teeth, preventing laceration and bruising of the lips and cheeks, especially for those who wear orthodontic appliances.



How do I know that I can trust the volunteer managers and coaches not to be child molesters?

Little League runs background checks on all board members, managers and designated coaches before appointing them. Volunteers are required to fill out applications which give the information and permission it needs to complete a thorough investigation. If the League receives inappropriate information on a Volunteer, that Volunteer will be immediately removed from his/her position and banned from the facility.

How can I complain about the way my child is being treated by the manager, coach, or umpire? You can directly contact the Player Agent for your division or any board member. Their names and telephone numbers are posted in the glass case outside the clubhouse. The complaint will be brought to the President's attention immediately and investigated.

Will that helmet on my child's head really protect him while he or she is at bat and running around the bases? The helmets used at Little League must meet NOCSAE standards as evidenced by the exterior label. These helmets are certified by Little League Incorporated and are the safest protection for your child. The helmets are checked for cracks at the beginning of each game and replaced if need be.



Is it safe for my child to slide into the bases? Sliding is part of baseball. Managers and coaches teach children to slide safely in the pre-season.

My child has been diagnosed with ADD or ADHD - is it safe for him to play?

Little League now addresses ADD and ADHD in their Safety Manual. Managers and coaches now have a reference to better understand ADD and ADHD. The knowledge they gain here will help them coach ADD and ADHD children effectively. The primary concern is, of course, safety. Children must be aware of where the ball is at all times. Managers and coaches must work together with parents in order help ADD and ADHD children focus on safety issues.



Why can't I smoke at the field? You can smoke but not within 20 feet of the dugouts, bleachers and concession stands. There are posted signs throughout the park that stipulate this.



Board of Directors voted this rule on smoking into effect after the studies on second-hand smoke came out. Please obey the rules as they are there for the safety of our children.





SAFETY MANUAL AND FIRST AID KITS



Each team will be issued a Safety Manual and a First Aid Kit at the beginning of the season. The manager or the team will acknowledge the receipt of both by signing in the space provided below when taking possession of these articles.

Two chemical free packs of physical therapy quality will be issued to each team at the beginning of the season. Others are available at all times in the concession stands.

The head umpire will be issued 10 copies of the Safety Manual.

Both concession stands will have a First Aid Kit and a Safety Manual in plain sight at all time.

The Clubhouse will have a First Aid Kit and a Safety Manual in plain sight at all time.

The Safety Manual will include maps to hospitals and other emergency services, phone numbers for all Board Directors, the Hills Code of Conduct, Do's and Don'ts of treating injured players. This information will also be posted in the display cases outside the clubhouse.

The First Aid Kit will include the necessary items to treat an injured player until professional help arrives if need be (see *First Aid section*).

I have received my Safety Manual and First Aid Kit and will have them both present at all practices, batting cage practices, games (season games and post-season games) and any other event where team members could become injured or hurt.

Print name of Manager

Team name and division

Signature of Manager

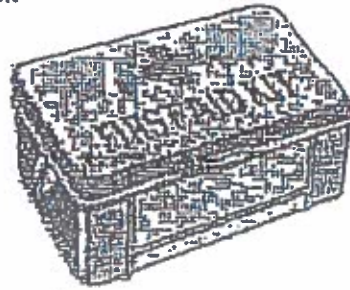
Date

Tear on the above dotted line and give to the Safety Officer upon signing.



Facilities Safety Checklist

- Do you provide a first aid kit for each team?
- Do you have telephone access at each field?
- Do bleachers have hand and back guard rails?
- Do bleachers have spectator foul ball protection?
- Do you ground all metal bleachers?
- Do you inspect wood bleachers annually?
- Do you use breakaway bases?
- Do you use double first bases?
- Do you install warning tracks for each field?
- Do you test light levels annually before each season?
- Does an electrician test lights' electrical systems annually?
- Are banners' eyes installed in each center field?
- Are pitchers' eyes installed behind each backstop?
- Are fence caps used to protect players from wire fence edges?
- Are fenced, limited-access bull pens available for warm-ups?
- Do you separate parking areas clearly from pedestrian areas?



Safety File



SECTION

9

HALF HOLLOW HILLS
LITTLE LEAGUE

PREVENTING INJURIES AND
SAFETY TIPS ON HOW TO
TREAT AN INJURY.

REMEMBER:

Protection

Rest

Ice

Compression

Elevation

Support

CONDITIONING & STRETCHING

Conditioning is an intricate part of accident prevention. Extensive studies on the effect of conditioning, commonly known as "warm-up," have demonstrated that:

The stretching and contracting of muscles just before an athletic activity improves general control of movements, coordination and alertness.

Such drills also help develop the strength and stamina needed by the average youngster to compete with minimum accident exposure.

The purpose of stretching is to increase flexibility within the various muscle groups, and prevent tearing from overexertion. Stretching should never be done forcefully, but rather in a gradual manner to encourage looseness and flexibility.

Hints on Stretching

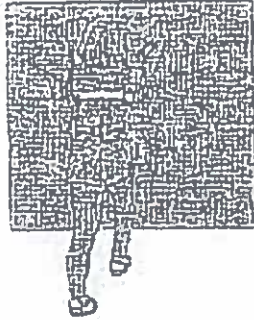
- * Stretch necks, backs, arms, thighs, legs and calves.
- * Don't ask the child to stretch more than he or she is capable of.
- * Hold the stretch for at least 10 seconds.
- * Don't allow bouncing while stretching. This tears down the muscle rather than stretching it.
- * Have one of the players lead the stretching exercises.

Hints on Calisthenics

- * Repetitions of at least 10.
- * Have kids synchronize their movements.
- * Vary upper body with lower body.
- * Keep the pace up for a good cardio-vascular workout.

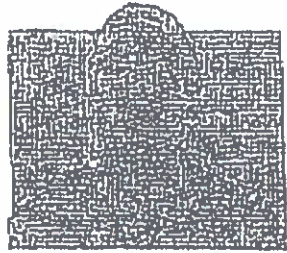


Suggestions for Warm-up Drills



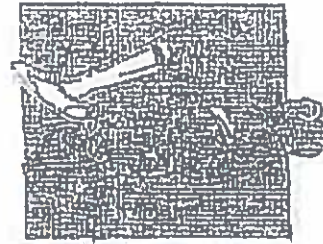
Heel Cord Stretches

Lean against a wall. Reach one leg behind you. Keep the knee straight, heel on the ground, and toes pointed forward. Slightly bend the leg that's closer to the wall. Lean forward. You should feel the stretch along the back of your calf. Repeat with other leg.



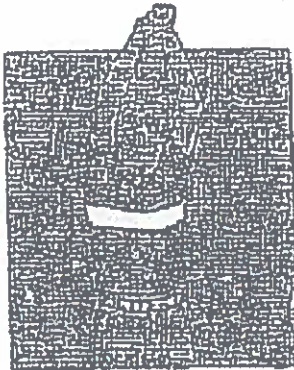
Head and Neck Circles

Make a circle with your head, going around first in one direction the limit. Then reverse and make the circles in the opposite direction.



Low Back Stretches

Lie on your back, bring one knee up, and pull the knee slowly toward your chest. Hold and repeat three times. Switch legs and repeat.



Shoulder Stretches #1

Stand or sit, holding your throwing arm at the wrist with your other hand. Put your arm over your head and pull gently, leading your upper arm against your head. You should feel the stretch inside your shoulder.



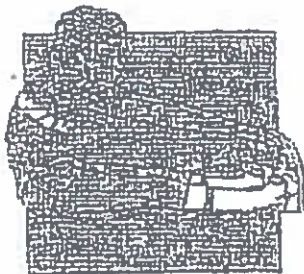
Shoulder Stretches #2

Stand or sit, holding onto the elbow of your throwing arm with your other hand. Gently pull your throwing arm across your chest. You should feel the stretch in your shoulder, especially at the back.



Shoulder Stretches #3

Stand or sit with your pitching arm out to the side and your elbow bent. Move your arm back until you feel the stretch in the front of your shoulder.



Thigh Stretches #1

Sit on the ground. Stretch both legs out in front of you. Reach forward, locking your toes. Eventually, you want to lean forward far enough to put your head on your knees. You should feel the stretch along the backs of your legs.

Thigh Stretches #2

Sit on the ground with one leg stretched out in front of you. Bend the other knee and put your foot behind you. Lean backwards. You should feel the stretch along the front of your thigh.



SECTION

10

HALF HOLLOW HILLS

WEATHER SAFETY FACTS

AND

LIGHTING SAFETY FACTS

Lightning Facts and Safety Procedures

Consider the following facts:

- The average lightning stroke is 8 - 8 miles long.
- The average thunderstorm is 6 - 10 miles wide and travels at a rate of 25 miles per hour.
- Once the leading edge of a thunderstorm approaches to within 10 miles, you are at immediate risk due to the possibility of lightning strokes coming from the storm's overhanging anvil cloud (for example, the lightning that injured 13 people during a concert at RFK last summer occurred while it was sunny and dry).
- On the average, thunder can only be heard over a distance of 3 - 4 miles, depending on humidity, terrain, and other factors. This means that by the time you hear the thunder, you are already in the risk area for lightning strikes.

"Flash-Bang" Method

One way of determining how close a recent lightning strike is to you is called the "flash-bang" method. With the "flash-bang" method, a person counts the number of seconds between the sight of a lightning strike and the sound of thunder that follows it. Half-play and evacuation should be called for when the count between the lightning flash and the sound of its thunder is 15 seconds or less.

Lightning Detector

This year, the board approved the purchase of a lightning detector device that detects bursts of electromagnetic radiation - in the form of very low frequency radio signals - generated by lightning discharges up to 40 miles away. It will be located around the snack bar at the Thales complex. The detector will be set to detect lightning within 5 miles of the device. When the detector's alarm sounds, a concession stand employee will sound a horn signaling an immediate halt-play and evacuation of the field.

Rule of Thumb

The ultimate truth about lightning is that it is unpredictable and cannot be prevented. Therefore, a manager, coach, or umpire who feels threatened by an approaching storm should stop play and get the kids to safety - regardless of whether or not the lightning detector goes off (at Thales), or if the "flash-bang" proximity measure applies. When in doubt, the following rule of thumb should be applied:

**WHEN YOU HEAR IT - CLEAR IT
WHEN YOU SEE IT - FLEE IT**

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 (like our snack bars and press boxes). 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 (like at Thales), 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. In addition to calling 911, the rescuer should consider the following:

- The first level of emergency care is "make no more movements". 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.



WEATHER

Most of our days are warm and sunny but there are those days when the weather turns bad and creates *unsafe weather conditions*.

Rain:

If it begins to rain:

1. Evaluate the strength of the rain. Is it a light drizzle or is it pouring?
2. Determine the direction the storm is moving.
3. Evaluate the playing field as it becomes more and more saturated.
4. Stop practice if the playing conditions become unsafe — use common sense. If playing a game, consult with the other manager and the umpire to formulate a decision.



Lightning:

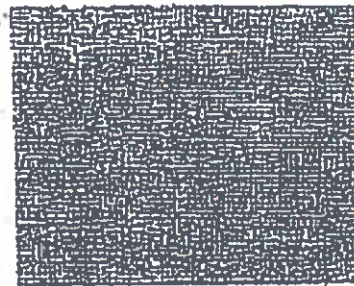
The average lightning stroke is 5-6 miles long with up to 30 million volts at 100,000 amps flow in less than a tenth of a second.

The average thunderstorm is 6-10 miles wide and moves at a rate of 25 miles per hour.

Once the leading edge of a thunderstorm approaches to within 10 miles, you are at immediate risk due to the possibility of lightning strokes coming from the storm's overhanging anvil cloud. This fact is the reason that many lightning deaths and injuries occur with clear skies overhead.

On average, the thunder from a lightning stroke can only be heard over a distance of 3-4 miles, depending on terrain, humidity and background noise around you. By the time you can hear the thunder, the storm has already approached to within 3-4 miles!

The sudden cold wind that many people use to gauge the approach of a thunderstorm is the result of down drafts and usually extends less than 3



miles from the storm's leading edge. By the time you feel the wind, the storm can be less than 3 miles away!

IF YOU CAN HEAR, SEE OR FEEL A THUNDERSTORM:

1. Suspend all games and practices immediately.
2. Stay away from metal including fencing and bleachers.
3. Do not hold metal bats.
4. Get players to walk, not run to their parent's or designated driver's cars and wait for your decision on whether or not to continue the game or practice.

Hot Weather

One thing we do get in _____ is hot weather. Precautions must be taken in order to make sure the players on your team do not *dehydrate* or *hyperventilate*.

1. Suggest players take drinks of water when coming on and going off the field between innings. (*Drinking fountains are located in all dugouts*)
2. If a player looks distressed while standing in the hot sun, substitute that player and get him/her into the shade of the dugout A.S.A.P.
3. If a player should collapse as a result of heat exhaustion, call 9-1-1 immediately. Get the player to drink water and use the instant ice bags supplied in your First-Aid Kit to cool him/her down until the emergency medical team arrives. (*See section on Hydration*)



Ultra-Violet Ray Exposure:

This kind of exposure increases an athlete's risk of developing a specific type of skin cancer known as *melanoma*.

The American Academy of Dermatology estimates that children receive 80% of their lifetime sun exposure by the time that they are 18 years old.

Therefore, HLL will recommend the use of sunscreen with a **SPE** (sun protection factor) of at least 15 as a means of protection from damaging ultra-violet light.





Little League Baseball and Softball Online

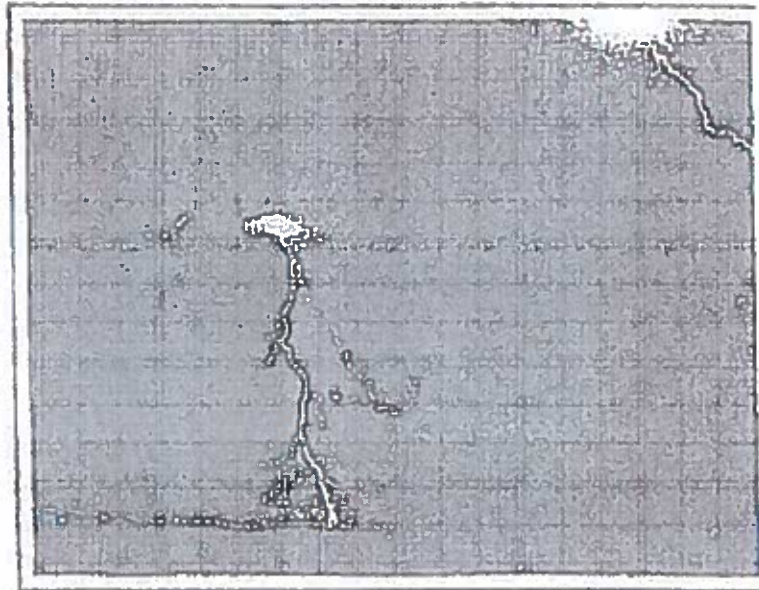
> [Little League Online](#) > [Learn More](#) > [Programs](#) > [Safety Program \(ASAP\)](#) > [Lightning Safety](#)

Lightning Safety

Keeping The Game Safe: NOAA Teams With Little League on Lightning Safety Awareness

(A news release from the National Oceanographic and Atmospheric Administration.) When the thunder that Little Leaguers hear is not the roar of the crowd, it is time to get inside, because lightning may be close behind. That's why the NOAA National Weather Service is teaming up with Little League Baseball and Softball to provide valuable life-saving information regarding the dangers of lightning.

"NOAA is proud to partner with Little League on our effort to educate the public on the dangers of lightning, particularly the coaches, umpires, parents and children who are involved with Little League Baseball and Softball," said retired Navy Vice Adm. Conrad C. Lautenbacher, Ph.D., undersecretary of commerce for oceans and atmosphere and NOAA administrator. "Lightning is an underrated killer, claiming, on average, more lives than either tornadoes or hurricanes."



Little League has been proactive in providing lightning-safety information to officials across the country through their safety newsletter, ASAP (A Safety Awareness Program). In a recent newsletter, Little League included a copy of a "Coach's and Sports Official's Guide to Lightning Safety," developed by the NOAA Weather Service. Previously, the April 2002 issue of ASAP included an article written by NOAA on lightning safety.

"The safety of our players, parents, coaches and spectators is of utmost importance to us," said Stephen D. Keener, president and chief executive officer of Little League International. "Lightning is one of our greatest concerns on the field, and we appreciate the safety information that NOAA provides to us. We want everyone involved in Little League Baseball to understand the dangers of lightning so that they will take the appropriate action when thunderstorms threaten."

"The bottom line is that if you hear thunder, you need to get inside immediately," said retired Air Force Brig. Gen. David L. Johnson, director of the NOAA National Weather Service. "Lightning can strike up to 10 miles from a thunderstorm, which is about the distance that the sound of thunder can travel and be heard. All thunderstorms produce lightning, and each lightning strike is a potential killer."

Lightning casualties can occur at any time of the year but are most frequent in the late spring and summer thunderstorm season, when people tend to be outside. Annually, about 25 million cloud-to-ground lightning strikes occur in the United States. From 1971 to 2000, lightning killed an average of 73 people each year in the United States and injured hundreds more.

The NOAA National Weather Service is the primary source of weather data, forecasts and warnings for the United States and its territories. The NOAA Weather Service operates the most advanced weather and flood warning and forecast system in the world, helping to protect lives and property and enhance the national economy.

NOAA is dedicated to enhancing economic security and national safety through the prediction and research of weather and climate-related events and providing environmental stewardship of the nation's coastal and marine resources. NOAA is part of the U.S. Department of Commerce.

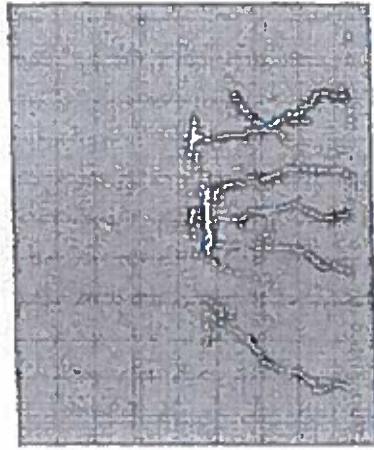
Relevant Web Sites

- [NOAA National Weather Service](#)
- [NOAA Lightning Safety](#)
- [NOAA Severe Weather Photos](#)
- [NOAA Storm Watch](#)

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What to do if someone is struck by lightning

- ▶ Lightning victims do not carry an electrical charge, are safe to handle, and need immediate medical attention.
- ▶ Call for help. Have someone call 9-1-1 or your local ambulance service. Medical attention is needed as quickly as possible.
- ▶ Give first aid. Cardiac arrest is the immediate cause of death in lightning fatalities. However, some deaths can be prevented if the victim receives the proper first aid immediately. Check the victim to see that they are breathing and have a pulse and continue to monitor the victim until help arrives. Begin CPR if necessary.
- ▶ If possible, move the victim to a safer place. An active thunderstorm is still dangerous. Don't let the rescuers become victims. Lightning CAN strike the same place twice.



NOAA

STAY INFORMED

Listen to NOAA Weather Radio for the latest forecast and for any severe thunderstorm WATCHES or WARNINGS. Severe thunderstorms produce winds of 58 mph or greater, or hail 3/4 of an inch or larger in diameter.

A severe thunderstorm WATCH is issued when conditions are favorable for severe weather to develop.

A severe thunderstorm WARNING is issued when severe weather is imminent. National Weather Service personnel use information from weather radar, satellite, lightning detection, spotters, and other sources to issue these warnings.



NOAA WEATHER RADIO IS THE BEST WAY TO RECEIVE FORECASTS AND WARNINGS FROM THE NATIONAL WEATHER SERVICE.

Remember that all thunderstorms produce lightning and all lightning can be deadly to those outside.

Lightning Safety Awareness Week is the last full week of June. For additional information on lightning or lightning safety, visit NOAA's lightning safety web site:

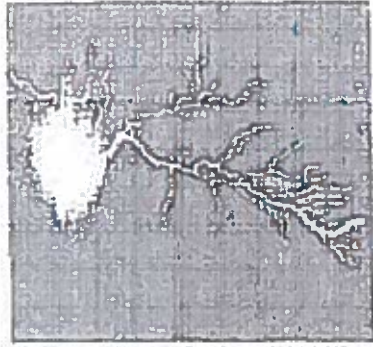
<http://www.lightningsafety.noaa.gov>

or contact us at

National Weather Service
P.O. Box 1208
Gray, Maine 04039

GYX 0301 (August 2003) - Revised

Coach's and Sports Official's Guide to Lightning Safety...



NOAA

LIGHTNING... the underrated killer!

A SAFETY GUIDE

U.S. DEPARTMENT OF COMMERCE
NATIONAL OCEANIC AND
ATMOSPHERIC ADMINISTRATION



NATIONAL WEATHER
SERVICE

Gray, Maine

This safety guide has been prepared to help coaches and sports officials recognize the dangers of lightning and take appropriate safety precautions.

LIGHTNING KILLS

Play It Safe!

Each year in the United States, more than four hundred people are struck by lightning. On average, about 70 people are killed and many others suffer permanent neurological disabilities. Most of these tragedies can be avoided if proper precautions are taken. When thunderstorms threaten, coaches and sports officials must not let the desire to start or complete an athletic activity hinder their judgment when the safety of participants and spectators is in jeopardy.

It is important for coaches and officials to know some basic facts about lightning and its dangers

- ▶ All thunderstorms produce lightning and are dangerous. In an average year, lightning kills more people in the U.S. than either tornadoes or hurricanes.
- ▶ Lightning often strikes outside the area of heavy rain and may strike as far as 10 miles from any rainfall. Many deaths from lightning occur ahead of storms because people wait too long before seeking shelter, or after storms because people return outside too soon.
- ▶ If you hear thunder, you are in danger. Anytime thunder is heard, the thunderstorm is close enough to pose an immediate lightning threat to your location.
- ▶ Lightning leaves many victims with permanent disabilities. While only a small percentage of lightning strike victims die, many survivors must learn to live with very serious, life-long disabilities.

To avoid exposing athletes and spectators to the risk of lightning take the following precautions

- ▶ Postpone activities if thunderstorms are imminent. Prior to an event, check the latest forecast and, when necessary, postpone activities early to avoid being caught in a dangerous situation. Stormy weather can endanger the lives of participants, staff, and spectators.
- ▶ Plan ahead. Have a lightning safety plan. Know where people will go for safety, and know how much time it will take for them to get there. Have specific guidelines for suspending the event or activity so that everyone has time to reach safety before the threat becomes significant. Follow the plan without exception.
- ▶ Keep an eye on the sky. Pay attention to weather clues that may warn of imminent danger. Look for darkening skies, flashes of lightning, or increasing wind, which may be signs of an approaching thunderstorm.
- ▶ Listen for thunder. If you hear thunder, immediately suspend your event and instruct everyone to get to a safe place. Substantial buildings provide the best protection. Once inside, stay off corded phones, and stay away from any wiring or plumbing. Avoid sheds, small or open shelters, dugouts, bleachers, or grandstands. If a sturdy building is not nearby, a hard-topped metal vehicle with the windows closed will offer good protection, but avoid touching any metal.

- ▶ Avoid open areas. Stay away from trees, towers, and utility poles. Lightning tends to strike the taller objects.

- ▶ Stay away from metal bleachers, backstops and fences. Lightning can travel long distances through metal.
- ▶ Do not resume activities until 30 minutes after the last thunder was heard.
- ▶ As a further safety measure, officials at outdoor events may want to have a tone-alert NOAA Weather Radio. The radio will allow you to monitor any short-term forecasts for changing weather conditions, and the tone-alert feature can automatically alert you in case a severe thunderstorm watch or warning is issued. To find your nearest NOAA weather radio transmitter, go to <http://www.nws.noaa.gov/nwr/> and click on "Station Listing and Coverage."

If you feel your hair stand on end (indicating lightning is about to strike)

- ▶ Crouch down on the balls of your feet, put your hands over your ears, and bend your head down. Make yourself as small a target as possible and minimize your contact with the ground.
- ▶ Do not lie flat on the ground.



NOAA

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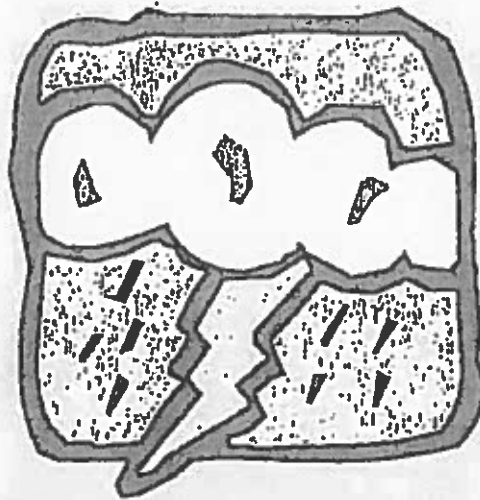
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If You See It, Flee It; If You Hear It, Clear It



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

SECTION

||

HALF HOLLOW HILLS
LITTLE LEAGUE

CONCESSION STAND

SAFETY TIPS & GUIDE LINES

WITH OPERATING

CHECK LIST



CONCESSION STAND SAFETY



➤ No person *under the age of fifteen* will be allowed behind the counter in the concession stands.

➤ People working in the concession stands will be trained in safe food preparation. Training will cover safe use of the equipment. This training will be provided by the Concession Stand Manager (a HLL Board Member certified in restaurant safety) and given to Team Mom's and Team Parents on Parent's Day in the beginning of the season.

➤ Cooking equipment will be inspected periodically and repaired or replaced if need be. (see "Concession Stand Weekly Check List" in appendix)

⇒ Propane tanks will be turned off at the grill and at the tank after use.

8) Food not purchased by HLL to sell in its concession stands will not be cooked, prepared, or sold in the concession stands.

⇒ Cooking grease will be stored safely in containers away from open flames.

➤ Carbon Dioxide tanks will be secured with chains so they stand upright and can't fall over. Report damaged tanks or valves to the supplier and discontinue use. (see "Concession Stand Weekly Check List" in appendix)

⇒ Cleaning chemicals must be stored in a locked container.

⇒ A Certified Fire Extinguisher suitable for grease fires must be placed in plain sight at all times.

➤ All concession stand workers are to be instructed on the use of fire extinguishers.

⇒ All concession stand workers will attend a training session in the Heimlich maneuver.

⇒ A fully stocked First Aid Kit will be placed in each Concession Stand.

➤ The Concession Stand main entrance door will not be locked or blocked while people are inside.



Concession Stand Tips

SAFETY FIRST

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

Wet
warm water



Wash

20 seconds
Use soap



Rinse



Dry

Use single-service
paper towels



Gloves



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

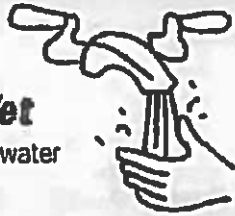
Developed by UMass Extension Nutrition Education Program with support from U.S. Food & Drug Administration in cooperation with the MA Partnership for Food Safety Education, United States Department of Agriculture Cooperative, UMass Extension provides equal opportunity in programs and employment.



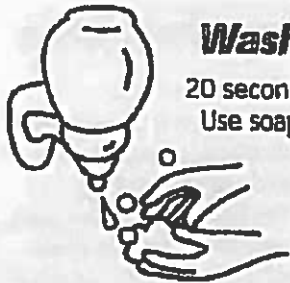
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ASAP news

April 2000

Volume 7 Number 4

Continuing the Little League tradition of making it "safer for the kids."

Real-World Example

Planning for Safety?

Focus on Activities, Equipment and Facilities for safety plan

What goes into a good safety plan?

It's more than preparing for injuries. It's locating and solving potential problems, whether for players, volunteers or spectators. The best safety plans address areas of facilities, equipment and activities, making everyone involved as safe as possible. *The safety plan deadline is May 1.*

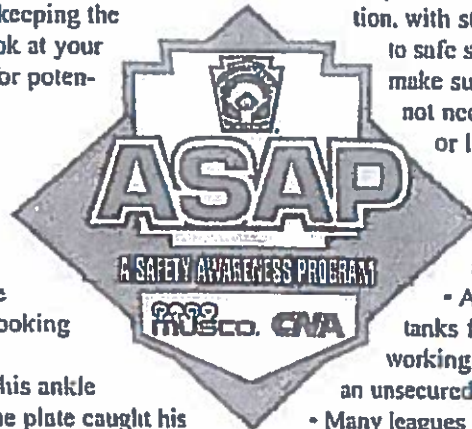
During games, are your coaches keeping the rules and safety issues in mind? Look at your facilities, equipment and activities for potential concerns:

Here are some actual examples:

- A child waiting to bat swings a bat with an illegal "doughnut" weight on the end, hitting another player. Are coaches maintaining the "no on-deck position" rule for Little League division and younger, and looking for illegal equipment?
- At home plate, a player breaks his ankle sliding because the black edge of the plate caught his rubber cleat, instead of being buried — which would have allowed his foot to pass over the plate. Do your umpires know not to sweep off the black section?
- At dusk, a coach breaks out a new ball to help his players to see the ball. A player can't see a fast-moving line drive, narrowly avoiding a serious injury. Do you have policies on when to stop playing for darkness?
- Driving a player home after a practice, the coach stops in the street, rather than pulling into the drive. A passing car hits the player getting out of the vehicle. Reminding coaches and managers about safety, on and off the field, will help prevent needless tragedies.
- A volunteer mows a field, allowing a child to ride with him on the tractor. The child loses their balance and falls under the wheels, and is run over. A serious injury results.
- A concession stand worker turns on the gas grill for the first time, and a corroded gas valve causes a fire ball to

seriously burn the volunteer. Before use, are you inspecting your facilities', as well as players', equipment?

- Climbing the steps of the bleachers, a mother's foot goes through a broken slat, severely injuring her leg.
 - Another spectator falls off the back of a bleacher, onto a cement slab below. Keeping your stands in good condition, with strong rails and back supports, is critical to safe seating. If you put in new bleachers, make sure you don't place them on cement if not necessary, or put a protective layer of sand or loose material down to lessen an injury to anyone who might fall.
 - A golf cart is left with the key in the ignition; a child starts it, drives it and turns it over.
 - A concession stand uses carbon-dioxide tanks for carbonated soda. A volunteer working in the concession stand is killed when an unsecured CO2 tank falls over, and erupts.
 - Many leagues use cables to support older lighting poles, or to enclose areas such as the concession stand. But injuries occur every year due to people walking into gray, unmarked cables, and being seriously injured, or tripping over low cables intended to keep cars out. If the cables are necessary, properly and clearly mark them. If they aren't needed, remove them.
- But safety planning doesn't have to be just during the season. Safety for your league needs to be year-round.
- A league prepared a slab of concrete for a dugout for the coming year, but put no warning signs or indicators of the addition resting at the base of a hill next to the field. During the winter, a child sleds down the hill, and is injured when he crashes into the snow-hidden concrete.
- These are just examples to get you thinking about how to improve safety and safety awareness. As you work through the areas of activities, equipment and facilities, remember you are helping make it "safer for the kids."



Keep It Clean: Concession Stand Tips

'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 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.*

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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 ½ 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.

(Remember: Training your concession stand volunteers is one of the 12 requirements for a qualified safety plan. Safety plans must be postmarked by May 1, 2000.)

Keep It Clean: Concession Stand Tips

'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 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 the temperature periodically to see if the food is cooling properly. *Allowing hazardous foods to remain unrefrigerated for too long has been the number ONE cause of 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. *Ideally, dishes and utensils should be washed in a four-step process:*
 1. Washing in hot soapy water;
 2. Rinsing in clean water;
 3. Chemical or heat sanitizing; and
 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 ½ 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.

(Remember Training your concession stand volunteers is one of the 12 requirements for a qualified safety plan. Safety plans must be postmarked by May 1, 2000.)

The Heimlich Maneuver

The Heimlich Maneuver is an emergency method of removing food or foreign objects from the airway to prevent suffocation.

When approaching a choking person, one who is still conscious, ask: "Can you cough? Can you speak?"

If the person can speak or cough, do not perform the Heimlich Maneuver or pat them on the back. Encourage them to cough.

To perform the Heimlich:

- Grasp the choking person from behind;
- Place a fist, thumb side in, just below the person's breastbone (sternum), but above the naval;
- Wrap second hand firmly over this fist;
- Pull the fist firmly and abruptly into the top of the stomach.

It is important to keep the fist below the chest bones and above the naval (belly button).

The procedure should be repeated until the airway is free from obstruction or until the person who is choking loses consciousness (goes limp). These will be violent thrusts, as many times as it takes.

For a child:

- Place your hands at the top of the pelvis;
- Pul the thumb of you hand at the pelvis line;
- Put the other hand on top of the first hand;
- Pull forcefully back as many times as needed to get object out or the child becomes limp.

Most individuals are fine after the object is removed from the airway. However, occasionally the object will go into one of the lungs. If there is a possibility that the foreign object was not expelled, medical care should be sought.

If the object cannot be removed completely by performing the Heimlich, immediate medical care should be sought by calling 911 or going to the local emergency room.



Clean Hands for Clean Foods

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

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

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

- After touching bare human body parts other than clean hands and clean, exposed portions of arms.
- After using the restroom.
- After caring for or handling animals.
- After coughing, sneezing, using a handkerchief or disposable tissue.
- After handling soiled surfaces, equipment or utensils.
- After drinking, using tobacco, or eating.
- During food preparation, as often as necessary to remove soil and contamination and to prevent cross-contamination when changing tasks.
- When switching between working with raw food and working with ready-to-eat food.
- Directly before touching ready-to-eat food or food-contact surfaces.
- After engaging in activities that contaminate hands.

Top Six Causes

From past experience, the US Centers for Disease Control and Prevention (CDC) list these circumstances as the most likely to lead to illness. Check this list to make sure your concession stand has covered these common causes of foodborne illness.

- Inadequate cooling and cold holding.
- Preparing food too far in advance for service.
- Poor personal hygiene and infected personnel.
- Inadequate reheating.
- Inadequate hot holding.
- Contaminated raw foods and ingredients.

Timely Heimlich saves player life

"It was an exciting time at a local restaurant on Saturday, March 4. While munching on chicken wings, Jim Woods and I were having an in-depth conversation about our last baseball game. We were discussing the number of pitches a young ballplayer could throw without damaging the pitching arm. Jim and I had seen a young pitcher from another team walk off the field holding his arm in pain. We decided from now on to count each pitch.

"The ballplayers from our Major League team were having a great time playing video games, talking and laughing together. Suddenly from my right side I heard someone choking. It was one of our team members. I jumped out of my chair and rushed over to him. His face was red and turning blue. He could not breathe, and was choking on something. I had to do something real quick, or this child could die.

"My mind raced back to the ASAP News flyer that was sent to me. In fact I had just looked it over that Saturday morning for the second time since I received it in the mail several months earlier. I don't know why I read it again, but I immediately put myself in a position with the child to perform the Heimlich maneuver. The first time it didn't work, so I tried again. Nothing. The child was panicked. I put my fingers in his mouth to see if I could pull whatever was choking him out. I found nothing.

"I performed the Heimlich maneuver for the third time. I didn't want to hurt the child, by squeezing, but I wasn't going to let the kid die from choking. I squeezed harder; it worked. The player took a long breath, and sat down smiling.

"Doing a simple act like this can mean the difference between life and death. I will follow up to be sure that this will work the first time, if there is a next time."

"I have to thank Little League headquarters in Williamsport, PA, for showing me how to save a child's life. Let's all learn how to do the Heimlich maneuver!"

John Monti, safety officer
Dunedin, Fla., National Little League

(Editor's Note: Thanks for the praise, but ASAP can't take credit. This is the first we've written about the Heimlich.)



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SAFETY CHATTER



'Must volunteers be certified?'

Q: "I am the District Safety Officer for California District 35. We have our managers and coaches learn CPR. Some are not certified, because of cost, but are taught by the fire, or sheriff departments in the area of the league. One of our leagues asked what the liability is to the league if they are not certified?"

Buni Busse-Murphy, District Safety Officer
California District 35

A: First, no one should ever do anything they are not properly trained to do. According to Dan Kirby, risk management director for Little League Baseball, the volunteers are covered by liability insurance, and should do only what they feel confident they can do in an emergency. People need to know and not exceed their training limitations. Remind them of the consequences of their actions. This works both ways since you are talking about CPR, where someone could die if you do nothing. Recently at a seminar a league president from Michigan had a similar question, because a doctor had told their league during training not to do anything more than flush out wounds with saline solution, apply a dressing and call an ambulance. While it stretches the point, Kirby said he would rather defend a lawsuit for a volunteer trying to do what they can to help someone than for doing nothing and having a worse situation. Again, this is a matter of conviction. If the volunteer isn't sure he or she knows how to do something, it's usually better to wait for trained help. Most states have Good Samaritan laws which help protect people making honest attempts to help, but sometimes doing nothing and calling for help is the best they can do. Or, they might need to intervene, because time is so precious when a heart stops beating.

Q: "The rules state: 'All catchers must wear a mask, 'dangling' type throat protector and catcher's helmet during practice, pitcher warm-up and games.' First, during practice: Does this mean for infield practice?"

"And secondly, during pitcher warm-up: Does this mean the catcher does not have to wear other gear? During games can a player warm-up a pitcher between innings with only a helmet on while standing up? The pitcher could do just as well throwing to the third baseman to keep his arm loose and warm. I am a firm believer in the catcher wearing full gear when in the crouched position warming up a pitcher and not using another player to stand up and catch for him. Too many times I have seen catchers wearing only the mask during pitching warm-up. By not using the chest protector this exposes the chest area (heart) to a pitched ball and by not using shin guards exposes the knees and shins to injury..."

Gary Burrmann, district safety officer
Florida District 4

A: Dan Kirby notes that the catcher needs to have the helmet, mask and throat protector on whenever warming up the pitcher, or during infield practice. The helmet protects the fragile head from bats during infield practice, as well as errant throws. This also applies during warm-up between innings, when no batter is being faced. The other equipment, chest protector and shin guards, are primarily to protect against batted balls, which can come off a bat at any angle and hit the catcher before he/she can react. The catcher is at not much more risk than any other player making a catch from a player with a strong arm, until a batter steps in and introduces the risk of a changed trajectory on the ball.

Have a question or tip to share?
Call the ASAP Hotline:
800-811-7443,
or e-mail: asap@musco.com



Or write to us at:
ASAP
100 1st Ave. West
Oskaloosa, IA 52577



Little League Baseball, Inc.
P.O. Box 3485
Williamsport, PA 17701

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Poster shows
correct way to
stop choking



HOTLINE IDEAS

FROM READERS

"Regarding children working the snack bar: We don't feel anyone under the age of 16 should work the concession stand. If there is an emergency the child should not be responsible at 12 years of age to handle it. Also, we are concerned about young children working where there are hot stoves, grills and barbecues. I know when I go to World Series I see no one under 18 in the concession stand. I feel there are other ways the children can contribute to the league if need be. In California we have child labor laws that are very strict and I want to encourage the leagues to have more participation of the adults in the snack bar."

**Buni Busse-Murphy, district safety officer
California District 35**

"Here's something I do for our field inspections: I don't just write down the information, I take along my video camera and tape it. That way, we don't miss anything, and if a coach finds a problem, we can go back and show how the field looked pre-season."

**Brian Seeley, safety officer
Southwest Youth Association Little League, Centreville, VA**

These safety officers will receive ASAP caps for calling in safety ideas. What is your league doing to become safer for the kids? Call the ASAP Hotline, or email asap@musco.com!

ASAP HOTLINE
24 HOUR TOLL-FREE
800-811-7443

**The 2000 Safety Officer Manual
has been delivered! Didn't get it?
Call the ASAP Hotline!**

ASAP News

ASAP News is a service of
Little League Baseball, Inc.
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Musco Lighting, Inc.
P.O. Box 808
Oskaloosa, Iowa 52577

April, 2000. Little League Baseball
and Musco Lighting
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CONCESSION STAND - WEEKLY CHECK LIST

A) Display Cases

Date: _____ Date: _____ Date: _____

Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	1. All products meet visual quality standards and have no off odors (no spoilage).
<input type="checkbox"/>	<input type="checkbox"/>	2. All packaging is in good condition - not wet, no stains, leaks, holes, tears or crushing.
<input type="checkbox"/>	<input type="checkbox"/>	3. Items put away in proper order (frozen, refrigerated, dry storage); in 30 minutes or less.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	4. Code dates within code.

B) Thermometers

Thermometer _____ Date: _____ Date: _____ Date: _____

NOTE: Ensure that thermometers, kit meter and probes are calibrated prior to taking temperatures. (Use ice and cold water procedure for probes, temperature reads 32° ± 2°F. All refrigerators and freezers must have a properly functioning thermometer in place (built in or clamped on, easily visible, and not glass).

C) Drink Machine

Date: _____ Date: _____ Date: _____

Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	5. Soft drink, ice machine and ice bin are free of spill.
<input type="checkbox"/>	<input type="checkbox"/>	6. Temperature of collected water is ± 180°F.
<input type="checkbox"/>	<input type="checkbox"/>	7. Cup and lid dispensers are clean and in good repair. Cup and lid holders are clean.
<input type="checkbox"/>	<input type="checkbox"/>	8. Ice machine is clean, and sanitized. There is no standing water.
<input type="checkbox"/>	<input type="checkbox"/>	9. Water filter follower needle is not in the red zone.
<input type="checkbox"/>	<input type="checkbox"/>	10. Ensure that syrup tanks are flushed clean and sanitized.
<input type="checkbox"/>	<input type="checkbox"/>	11. CO ₂ canisters are chained and locked in the upright position.

D) Freezer/Food Storage

Date: _____ Date: _____ Date: _____

Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	12. Freezer interior is clean and sanitized
<input type="checkbox"/>	<input type="checkbox"/>	13. Temperature of freezer is ≤ 20°F.

E) Refrigerator/Food Storage

Date: _____ Date: _____ Date: _____

Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	14. Refrigerator interior is clean and sanitized
<input type="checkbox"/>	<input type="checkbox"/>	15. Temperature of refrigerator is 33-43°F.
<input type="checkbox"/>	<input type="checkbox"/>	16. Interior light is working and is properly shielded.
<input type="checkbox"/>	<input type="checkbox"/>	17. Shelving is clean, free of rust and in good repair.
<input type="checkbox"/>	<input type="checkbox"/>	18. All items stored correctly on shelves (covered and a minimum of 6" off the floor).

CONCESSION STANDS WEEKLY CHECK LIST PAGE #2



Fryer Area Date: _____ Date: _____ Date: _____

- | | | |
|--------------------------|--------------------------|--|
| Yes | No | |
| <input type="checkbox"/> | <input type="checkbox"/> | 19. All stainless steel walls above fryer are clean. |
| <input type="checkbox"/> | <input type="checkbox"/> | 20. No excessive grease build-up under the fryers. |
| <input type="checkbox"/> | <input type="checkbox"/> | 21. Fryer hood filters are in place and clean. |
| <input type="checkbox"/> | <input type="checkbox"/> | 22. Light(s) working and properly shielded. |
| <input type="checkbox"/> | <input type="checkbox"/> | 23. Cooking grease is stored safely in containers away from open flames. |

Grill Area Date: _____ Date: _____ Date: _____

- | | | |
|--------------------------|--------------------------|--|
| Yes | No | |
| <input type="checkbox"/> | <input type="checkbox"/> | 24. All tile and countertops around grill are clean and sanitized. |
| <input type="checkbox"/> | <input type="checkbox"/> | 25. Propane tanks are properly connected. |
| <input type="checkbox"/> | <input type="checkbox"/> | 26. Fuel lines from the propane tanks to the grill have been inspected for leaks. |
| <input type="checkbox"/> | <input type="checkbox"/> | 27. All air vents, venturi vents, and valves are clear of obstructions (i.e. cobwebs). |
| <input type="checkbox"/> | <input type="checkbox"/> | 28. All grease is cleaned from under and around the grill. |
| <input type="checkbox"/> | <input type="checkbox"/> | 29. Propane tank valves are turned OFF when not in use. |



Date: _____ Date: _____ Date: _____

- | | | |
|--------------------------|--------------------------|---|
| Yes | No | |
| <input type="checkbox"/> | <input type="checkbox"/> | 30. Proper dishwashing method used. |
| <input type="checkbox"/> | <input type="checkbox"/> | 31. Hand sanitizer dispensers are mounted and in use. |
| <input type="checkbox"/> | <input type="checkbox"/> | 32. Personal items stored correctly (medication, drinks, food, clothing, etc.). |
| <input type="checkbox"/> | <input type="checkbox"/> | 33. Floors clean
a. floor drains unobstructed, proper drainage flow
b. no leaks or openings around pipes/plumbing |
| <input type="checkbox"/> | <input type="checkbox"/> | 34. No sign of pest infestation (insects, rodents, etc.) |
| <input type="checkbox"/> | <input type="checkbox"/> | 35. All trash is emptied from the inside containers. |
| <input type="checkbox"/> | <input type="checkbox"/> | 36. Dumpster enclosure and surrounding area are clean and free of debris. |
| <input type="checkbox"/> | <input type="checkbox"/> | 37. Dumpster is closed. |

CONCESSION STAND - WEEKLY CHECK LIST PAGE #3

D/Day: _____

Date: _____ Date: _____ Date: _____

Yes No

38. Chemicals stored in locked containers and not on the same shelf or the shelf above food ingredients, product packaging materials, food storage pans or tables where food is prepared.

39. Maintain manufacturer's labels on or label containers accordingly.

E/Event: _____

Date: _____ Date: _____ Date: _____

Yes No

40. Concession stand workers (Team Mom and Parents) have gone through HLL's initiation/safety and food preparation training before working in the concession stand.

41. Children under 15 are not allowed in the concession stand or in other areas where food is prepared.

42. A fire extinguisher with a current certification is in plain sight.

43. A fully stocked First-Aid kit is in plain sight.

CORRECTIVE ACTION REPORT

If any item on this check list is checked "No" then complete the steps below:

STOP the person, food, process, or use of equipment, as appropriate.

DETERMINE if the product(s) or ingredient(s) are not safe to serve (for example, cross contamination has occurred, or ingredient is undercooked): If not safe, discard the item!

IDENTIFY source of problem.

TAKE corrective action, as appropriate.

- > Troubleshoot equipment problem using the Equipment Management Reference Manual.
- > Re-train Concession Stand workers.
- > Wash and sanitize hands.
- > Wash and sanitize counter/equipment.

NOTIFY the Concession Stand Manager, and/or another HLL Board Member if the problem cannot be resolved.

NOTE corrective action below (include number identification of infraction):

Concession Stand Tips

SAFETY FIRST

Requirements

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 Gluck, 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 stereo 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.

R. 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.

b. Ice.

Ice used in 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 prioritized.
No later than 1/1/2004

Volunteers Must Wash Hands

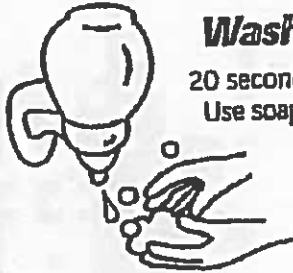
HOW

Wet
warm water



Wash

20 seconds
Use soap

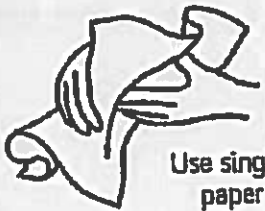


Rinse



Dry

Use single-service
paper towels



Gloves



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

Developed by UMass Extension Nutrition Education Program with support from U.S. Food & Drug Administration in cooperation with the MA Partnership for Food Safety Education. United States Department of Agriculture Cooperating. UMass Extension provides equal opportunity in programs and employment.



**UMASS
EXTENSION**

SECTION

12

HALF HOLLOW HILLS
LITTLE LEAGUE

SAMPLE

SAFETY SIGN'S

REMINDER

Otsego Park is now SMOKE-FREE and PET-FREE. These are town rules which are being enforced.

If any spectators are uncooperative, you may seek out the assistance of a board member.

A member is usually present at the concession stand.



[HISTORY](#)

[PLAYERS](#)

[PARENTS](#)

[COACHES](#)

[UMPIRES](#)

[LEAGUE OFFICERS](#)

[DISTRICT OFFICERS](#)

[MEDIA](#)

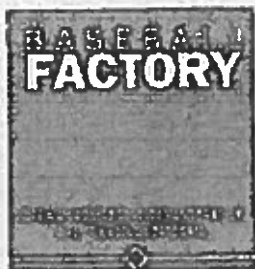
[WORLD SERIES](#)

> [Little League Online](#) > [Learn More](#) > [Programs](#) > [Safety Program \(ASAP\)](#) > [Safety Posters](#)

SAFETY POSTERS

[Like 22](#) [Share](#) [Print](#)

Partners & Offers



As First Aid Emergency Sign

Each Emergency Sign of a Little League should say all the following:

- Little League name and address
- Telephone number
- Name of the nearest hospital
- Name of the nearest police station
- Name of the nearest fire station
- Name of the nearest ambulance station
- Name of the nearest ambulance station
- Name of the nearest ambulance station

For more information, contact the National Office at 908-426-7600.

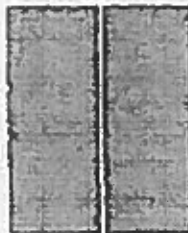
Wear your helmet!

- Watch for cars
- Ride with traffic

PLEASE

Keep our Field Safe. Don't Camp!

NO CAMPING



Don't Swing It

...and swing it on the head

Don't swing at your feet and you have the danger, so approach the plate carefully.

WHEN IT'S HOT, DRINK BEFORE YOU'RE THIRSTY.



USE OF FIRE EXTINGUISHERS

... ..

USE OF FIRE EXTINGUISHERS

Remember the 4-Step Rule:

1. Pull Ring
2. Aim at Base of Fire
3. Squeeze Lever
4. Sweep Side to Side

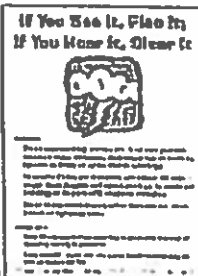
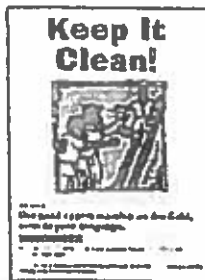
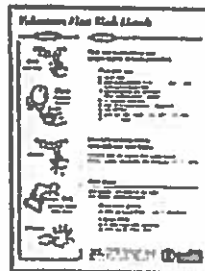
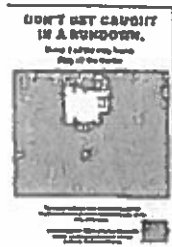
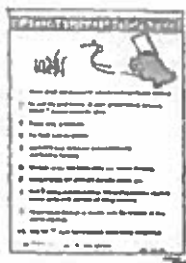
DANGER FOUL BALL AREA

BEYOND

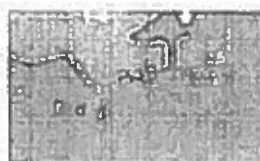
SAFE YOU:

... ..

... ..



Quick Links



LITTLE LEAGUE® BASEBALL AND SOFTBALL

CONNECT WITH US

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Contact Us | Trademark | Privacy Policy | Text Only | Site Map

SECTION

13

HALF HOLLOW HILLS
LITTLE LEAGUE

ACCIDENT REPORTING

PROCEDURES

AND

MEDICAL FORMS

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 National Union Fire Insurance Company of Pittsburgh, Pa. (NUFIC) 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 Little League International. If no other insurance is in effect, a letter from the parent/guardian or claimant's employer explaining the lack of group or employer insurance should accompany the claim form.

The NUFIC 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, a Pennsylvania insurance company, with its principal place of business at 175 Water Street, 18th Floor, New York, NY 10038. It is currently authorized to transact business in all states and the District of Columbia. NAIC Number 19445. This is a brief description of the coverage available under the policy. The policy will contain limitations, exclusions, and termination provisions. Full details of the coverage are contained in the Policy. If there are any conflicts between this document and the Policy, the Policy shall govern.

The current insurance rates would not be 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.

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

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.		
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	Type of Injury
	<input type="checkbox"/> AM <input type="checkbox"/> PM	

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) | |

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

For Residents of California:

Any person who knowingly presents a false or fraudulent claim for the payment of a loss is guilty of a crime and may be subject to fines and confinement in state prison.

For Residents of New York:

Any person who knowingly and with the intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information, or conceals for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime, and shall also be subject to a civil penalty not to exceed five thousand dollars and the stated value of the claim for each such violation.

For Residents of Pennsylvania:

Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information or conceals for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties.

For Residents of All Other States:

Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

PART 2 - LEAGUE STATEMENT (Other than Parent or Claimant)

Name of League	Name of Injured Person/Claimant	League I.D. Number
Name of League Official	Position in League	
Address of League Official	Telephone Numbers (Inc. Area Codes) Residence: () Business: () Fax: ()	

Were you a witness to the accident? Yes No
Provide names and addresses of any known witnesses to the reported accident.

Check the boxes for all appropriate items below. At least one item in each column must be selected.

POSITION WHEN INJURED	INJURY	PART OF BODY	CAUSE OF INJURY
<input type="checkbox"/> 01 1ST	<input type="checkbox"/> 01 ABRASION	<input type="checkbox"/> 01 ABDOMEN	<input type="checkbox"/> 01 BATTED BALL
<input type="checkbox"/> 02 2ND	<input type="checkbox"/> 02 BITES	<input type="checkbox"/> 02 ANKLE	<input type="checkbox"/> 02 BATTING
<input type="checkbox"/> 03 3RD	<input type="checkbox"/> 03 CONCUSSION	<input type="checkbox"/> 03 ARM	<input type="checkbox"/> 03 CATCHING
<input type="checkbox"/> 04 BATTER	<input type="checkbox"/> 04 CONTUSION	<input type="checkbox"/> 04 BACK	<input type="checkbox"/> 04 COLLIDING
<input type="checkbox"/> 05 BENCH	<input type="checkbox"/> 05 DENTAL	<input type="checkbox"/> 05 CHEST	<input type="checkbox"/> 05 COLLIDING WITH FENCE
<input type="checkbox"/> 06 BULLPEN	<input type="checkbox"/> 06 DISLOCATION	<input type="checkbox"/> 06 EAR	<input type="checkbox"/> 06 FALLING
<input type="checkbox"/> 07 CATCHER	<input type="checkbox"/> 07 DISMEMBERMENT	<input type="checkbox"/> 07 ELBOW	<input type="checkbox"/> 07 HIT BY BAT
<input type="checkbox"/> 08 COACH	<input type="checkbox"/> 08 EPIPHYSES	<input type="checkbox"/> 08 EYE	<input type="checkbox"/> 08 HORSEPLAY
<input type="checkbox"/> 09 COACHING BOX	<input type="checkbox"/> 09 FATALITY	<input type="checkbox"/> 09 FACE	<input type="checkbox"/> 09 PITCHED BALL
<input type="checkbox"/> 10 DUGOUT	<input type="checkbox"/> 10 FRACTURE	<input type="checkbox"/> 10 FATALITY	<input type="checkbox"/> 10 RUNNING
<input type="checkbox"/> 11 MANAGER	<input type="checkbox"/> 11 HEMATOMA	<input type="checkbox"/> 11 FOOT	<input type="checkbox"/> 11 SHARP OBJECT
<input type="checkbox"/> 12 ON DECK	<input type="checkbox"/> 12 HEMORRHAGE	<input type="checkbox"/> 12 HAND	<input type="checkbox"/> 12 SLIDING
<input type="checkbox"/> 13 OUTFIELD	<input type="checkbox"/> 13 LACERATION	<input type="checkbox"/> 13 HEAD	<input type="checkbox"/> 13 TAGGING
<input type="checkbox"/> 14 PITCHER	<input type="checkbox"/> 14 PUNCTURE	<input type="checkbox"/> 14 HIP	<input type="checkbox"/> 14 THROWING
<input type="checkbox"/> 15 RUNNER	<input type="checkbox"/> 15 RUPTURE	<input type="checkbox"/> 15 KNEE	<input type="checkbox"/> 15 THROWN BALL
<input type="checkbox"/> 16 SCOREKEEPER	<input type="checkbox"/> 16 SPRAIN	<input type="checkbox"/> 16 LEG	<input type="checkbox"/> 16 OTHER
<input type="checkbox"/> 17 SHORTSTOP	<input type="checkbox"/> 17 SUNSTROKE	<input type="checkbox"/> 17 LIPS	<input type="checkbox"/> 17 UNKNOWN
<input type="checkbox"/> 18 TO/FROM GAME	<input type="checkbox"/> 18 OTHER	<input type="checkbox"/> 18 MOUTH	
<input type="checkbox"/> 19 UMPIRE	<input type="checkbox"/> 19 UNKNOWN	<input type="checkbox"/> 19 NECK	
<input type="checkbox"/> 20 OTHER	<input type="checkbox"/> 20 PARALYSIS/ PARAPLEGIC	<input type="checkbox"/> 20 NOSE	
<input type="checkbox"/> 21 UNKNOWN		<input type="checkbox"/> 21 SHOULDER	
<input type="checkbox"/> 22 WARMING UP		<input type="checkbox"/> 22 SIDE	
		<input type="checkbox"/> 23 TEETH	
		<input type="checkbox"/> 24 TESTICLE	
		<input type="checkbox"/> 25 WRIST	
		<input type="checkbox"/> 26 UNKNOWN	
		<input type="checkbox"/> 27 FINGER	

Does your league use batting helmets with attached face guards? YES NO
If YES, are they Mandatory or Optional At what levels are they used?

I hereby certify that the above named claimant was injured while covered by the Little League Baseball Accident Insurance Policy at the time of the reported accident. I also certify that the information contained in the Claimant's Notification is true and correct as stated, to the best of my knowledge.

Date _____ League Official Signature _____

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 National Union Fire Insurance Company of Pittsburgh, Pa. (NUFIC) 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 Little League International. If no other insurance is in effect, a letter from the parent/guardian or claimant's employer explaining the lack of group or employer insurance should accompany the claim form.

The NUFIC 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, a Pennsylvania Insurance company, with its principal place of business at 175 Water Street, 18th Floor, New York, NY 10038. It is currently authorized to transact business in all states and the District of Columbia, NAIC Number 19445. This is a brief description of the coverage available under the policy. The policy will contain limitations, exclusions, and termination provisions. Full details of the coverage are contained in the Policy. If there are any conflicts between this document and the Policy, the Policy shall govern.

The current insurance rates would not be 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.

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 within 104 weeks after the date the Injury is sustained.

CHECKLIST FOR PREPARING CLAIM FORM

1. Print or type all information.
2. Complete all portions of the claim form before mailing to our office.
3. Be sure to include league name and league ID number.

PART I - CLAIMANT, OR PARENT(S)/GUARDIAN(S), IF CLAIMANT IS A MINOR

1. The adult claimant or parent(s)/guardians(s) must sign this section, if the claimant is a minor.
2. Give the name and address of the injured person, along with the name and address of the parent(s)/guardian(s), if claimant is a minor.
3. Fill out all sections, including check marks in the appropriate boxes for all categories. Do not leave any section blank. This will cause a delay in processing your claim and a copy of the claim form will be returned to you for completion.
4. It is mandatory to forward information on other insurance. Without that information there will be a delay in processing your claim. If no insurance, written verification from each parent/spouse employer must be submitted.
5. Be certain all necessary papers are attached to the claim form. (See instruction 3.) Only itemized bills are acceptable.
6. On dental claims, it is necessary to submit charges to the major medical and dental insurance company of the claimant, or parent(s)/guardian(s) if claimant is a minor. "Accident-related treatment to whole, sound, natural teeth as a direct and independent result of an accident" must be stated on the form and bills. Please forward a copy of the insurance company's response to Little League International. Include the claimant's name, league ID, and year of the injury on the form.

PART II - LEAGUE STATEMENT

1. This section must be filled out, signed and dated by the league official.
2. Fill out all sections, including check marks in the appropriate boxes for all categories. Do not leave any section blank. This will cause a delay in processing your claim and a copy of the claim form will be returned to you for completion.

IMPORTANT: Notification of a claim should be filed with Little League International within 20 days of the incident for the current season.



Little League Baseball and Softball MEDICAL RELEASE



NOTE: To be carried by any Regular Season or Tournament Team Manager together with team roster or International Tournament affidavit.

Player: _____ Date of Birth: _____ Gender (M/F): _____

Parent (s)/Guardian Name: _____ Relationship: _____

Parent (s)/Guardian Name: _____ Relationship: _____

Player's Address: _____ City: _____ State/Country: _____ Zip: _____

Home Phone: _____ Work Phone: _____ Mobile Phone: _____

PARENT OR LEGAL GUARDIAN AUTHORIZATION: _____ Email: _____

In case of emergency, if family physician cannot be reached, I hereby authorize my child to be treated by Certified Emergency Personnel. (i.e. EMT, First Responder, E.R. Physician)

Family Physician: _____ Phone: _____

Address: _____ City: _____ State/Country: _____

Hospital Preference: _____

Parent Insurance Co: _____ Policy No.: _____ Group ID#: _____

League Insurance Co: _____ Policy No.: _____ League/Group ID#: _____

If parent(s)/legal guardian cannot be reached in case of emergency, contact:

Name Phone Relationship to Player

Name Phone Relationship to Player

Please list any allergies/medical problems, including those requiring maintenance medication. (i.e. Diabetic, Asthma, Seizure Disorder)

Medical Diagnosis	Medication	Dosage	Frequency of Dosage

Date of last Tetanus Toxoid Booster: _____

The purpose of the above listed information is to ensure that medical personnel have details of any medical problem which may interfere with or alter treatment.

Mr./Mrs./Ms. _____
Authorized Parent/Guardian Signature Date:

FOR LEAGUE USE ONLY:

League Name: _____ League ID: _____

Division: _____ Team: _____ Date: _____

WARNING: PROTECTIVE EQUIPMENT CANNOT PREVENT ALL INJURIES A PLAYER MIGHT RECEIVE WHILE PARTICIPATING IN BASEBALL/SOFTBALL. Little League does not limit participation in its activities on the basis of disability, race, color, creed, national origin, gender, sexual preference or religious preference.



Little League Baseball and Softball MEDICAL RELEASE



NOTE: To be carried by any Regular Season or Tournament Team Manager together with team roster or International Tournament affidavit.

Player: _____ Date of Birth: _____ Gender (M/F): _____

Parent (s)/Guardian Name: _____ Relationship: _____

Parent (s)/Guardian Name: _____ Relationship: _____

Player's Address: _____ City: _____ State/Country: _____ Zip: _____

Home Phone: _____ Work Phone: _____ Mobile Phone: _____

PARENT OR LEGAL GUARDIAN AUTHORIZATION: _____ Email: _____

In case of emergency, if family physician cannot be reached, I hereby authorize my child to be treated by Certified Emergency Personnel. (i.e. EMT, First Responder, E.R. Physician)

Family Physician: _____ Phone: _____

Address: _____ City: _____ State/Country: _____

Hospital Preference: _____

Parent Insurance Co: _____ Policy No.: _____ Group ID#: _____

League Insurance Co: _____ Policy No.: _____ League/Group ID#: _____

If parent(s)/legal guardian cannot be reached in case of emergency, contact:

Name	Phone	Relationship to Player

Name	Phone	Relationship to Player

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Mr./Mrs./Ms. _____
Authorized Parent/Guardian Signature Date: _____

FOR LEAGUE USE ONLY:

League Name: _____ League ID: _____

Division: _____ Team: _____ Date: _____

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HALF HOLLOW HILLS
LITTLE LEAGUE

FIRST AID TIP'S

FOR

MANAGERS AND COACHES

FIRST AID
SAFETY Do's and Don'ts

DO:

- Do: Reassure and aid children who are injured, frightened or lost
- Do: Provide, or assist in obtaining medical attention for those who require it
- Do: **KNOW YOUR LIMITATIONS!** Do not act outside your certification
- Do: Get Assistance from Managers, Coaches, or Concession Stand with first aid kits
 - When Assisting an injured person on the playing field
 - Do **LOOK** (do not touch) for signs of injury (i.e. Blood loss, active bleeding, bruising, swollen deformed extremity, etc.)
 - Do **LISTEN** to the injured person describe what happened and what hurts (if conscious).
 - Before questioning you may have to calm the person if excited in order to obtain information required to obtain advanced medical attention.
- Do Make sure your Managers have your players Medical Clearance Forms with them at all practices and games
- Do: Make arrangements to have a cellular phone available at all practices and games
- Do: Know how to contact Emergency Medical Services (either through 911 or FIRE DEPT: 631-499-5757)
- Do: Make safety your priority
- Do: Meet the immediate needs of any injured player
- Do: Identify certified CPR/First Aid Personnel at each game or practice, and make managers and League Officials aware that you are CPR/ First Aid Certified
- Do: Wipe excess line marker from the eyes with a clean white cloth

DON'T

- Don't Administer any medications
- Don't Provide any food or beverages to the injured person
- Don't Be afraid to ask for help if you are not sure of the proper procedures (i.e. CPR, icing, etc.)
- Don't Leave an unattended child at a practice or game
- Don't: Transport the injured person (other than your own child) in a personal vehicle
- Don't: Hesitate to report any present or potential safety hazard to the Safety Coordinators
- Don't: Under react, if in doubt call professional medical personnel (EMS) and allow them to evaluate the injured person
- Don't Rinse line marker from eyes with water, it will activate the lime and cause burning
- Don't: Encourage blinking and DO wipe excess from the eyes with a clean white wash cloth
- Don't: Move an injured person if a back or neck of any kind is suspected

Revised First Aid Kit Requirements

TRAVEL BAGS

1. 10 - 4x4 gauze pads
2. 5 - Ice packs
3. 1 - Small bottle of sterile water
4. 2 - rolls of 2" Kling
5. 2 - Triangular bandages
6. Variety of band-aids
7. 1 - Disposable blanket
8. 2 - CLEAN white washcloths

FIELD HOUSE

1. 20 - 4x4 gauze pads
2. 10 - Ice packs
3. 3 - Small bottle of sterile water
4. 8 - rolls of 2" Kling
5. 5 - Triangular bandages
6. Variety of band-aids
7. 2 - Disposable blankets
8. 5 - CLEAN white washcloths or hand towels
9. 1 - Pair of Trauma shears
10. Antiseptics wipes

Gloves are to be carried in each travel kit and to be available in the Field House

For Local League Use Only

Activities/Reporting

**A Safety Awareness Program's
Incident/Injury Tracking Report**

League Name: _____ League ID: ____ - ____ - ____ Incident Date: _____

Field Name/Location: _____ Incident Time: _____

Injured Person's Name: _____ Date of Birth: _____

Address: _____ Age: _____ Sex: Male Female

City: _____ State _____ ZIP: _____ Home Phone: () _____

Parent's Name (If Player): _____ Work Phone: () _____

Parents' Address (If Different): _____ City _____

Incident occurred while participating in:

- A.) Baseball Softball Challenger TAD
- B.) Challenger T-Ball Minor Major Intermediate (50/70)
- Junior Senior Big League
- C.) Tryout Practice Game Tournament Special Event
- Travel to Travel from Other (Describe): _____

Position/Role of person(s) involved in incident:

- D.) Batter Baserunner Pitcher Catcher First Base Second
- Third Short Stop Left Field Center Field Right Field Dugout
- Umpire Coach/Manager Spectator Volunteer Other: _____

Type of injury: _____

Was first aid required? Yes No If yes, what: _____

Was professional medical treatment required? Yes No If yes, what: _____
(If yes, the player must present a non-restrictive medical release prior to to being allowed in a game or practice.)

Type of incident and location:

- A.) On Primary Playing Field B.) Adjacent to Playing Field D.) Off Ball Field
- Base Path: Running or Sliding Seating Area Travel:
- Hit by Ball: Pitched or Thrown or Batted Parking Area Car or Bike or
- Collision with: Player or Structure C.) Concession Area Walking
- Grounds Defect Volunteer Worker League Activity
- Other: _____ Customer/Bystander Other: _____

Please give a short description of incident: _____

Could this accident have been avoided? How: _____

This form is for local Little League use only (should not be sent to Little League International). This document should be used to evaluate potential safety hazards, unsafe practices and/or to contribute positive ideas in order to improve league safety. When an accident occurs, obtain as much information as possible. For all Accident claims or injuries that could become claims to any eligible participant under the Accident Insurance policy, please complete the Accident Notification Claim form available at http://www.littleleague.org/Assets/forms_pubs/asap/AccidentClaimForm.pdf and send to Little League International. For all other claims to non-eligible participants under the Accident policy or claims that may result in litigation, please fill out the General Liability Claim form available here: http://www.littleleague.org/Assets/forms_pubs/asap/GLClaimForm.pdf.

Prepared By/Position: _____ Phone Number: (____) _____
Signature: _____ Date: _____

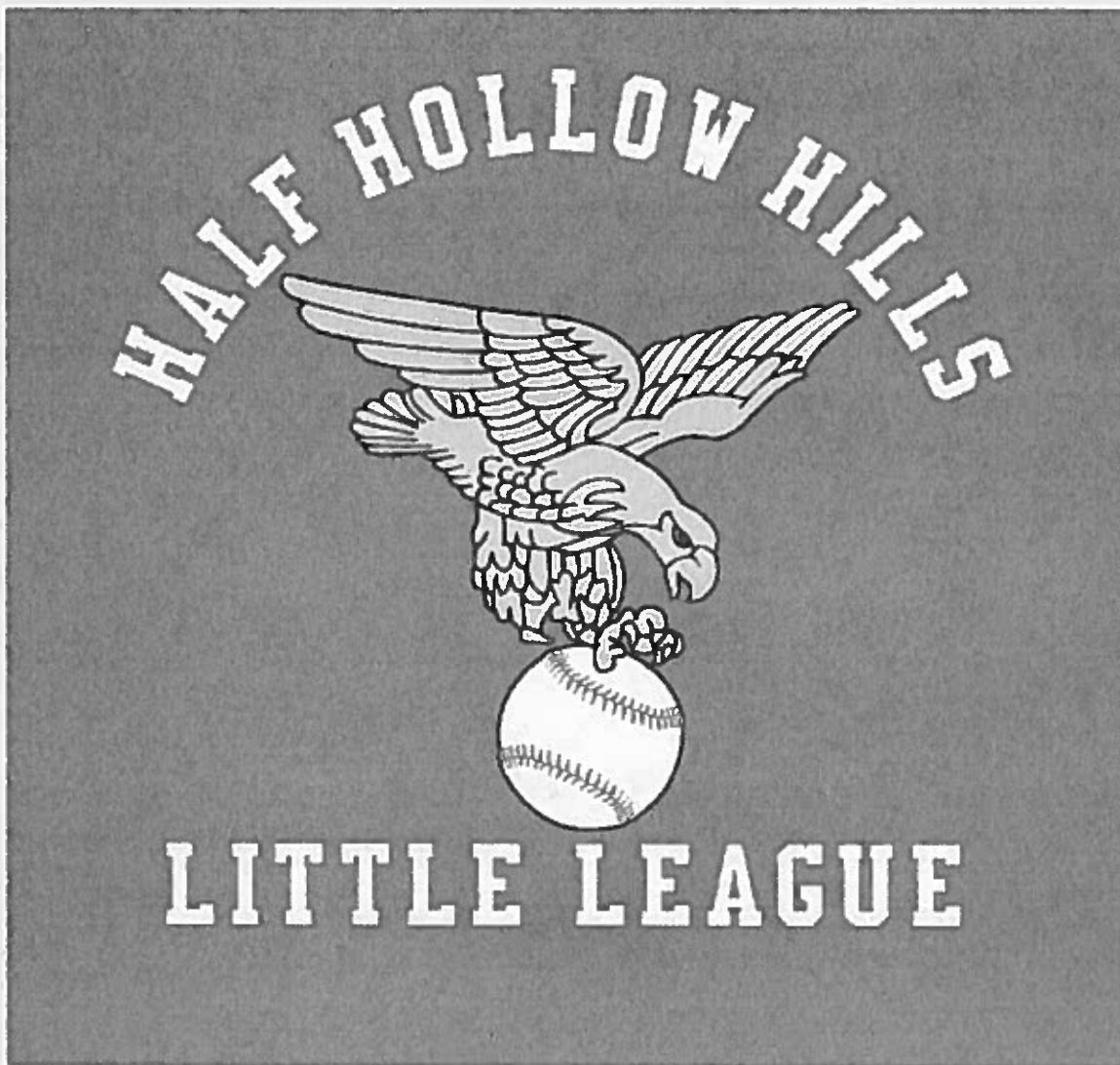
SECTION

14

HALF HOLLOW HILLS
LITTLE LEAGUE

MANAGERS AND COACHES

CLINIC OUTLINE



Saturday April 1, 2023
Manager/Coach Meeting

West Hollow Middle School
250 Old East Neck Road
Melville, NY 11747

***Subject To COVID Restrictions**

Coach's Mandatory Meeting location will be West Hollow Middle School, See below agenda or go to www.hhhllhawks.com for below details:

ALL VOLUNTEERS MUST COMPLETE THEIR VOLUNTEER INFO ON THE ABOVE REGISTRATION WEBSITE ASAP (If it was not done during the registration process), IF NOT YOU CANNOT COACH. To complete your volunteer info sign In Using Your Email & Password Set-Up during Registration Process using Coach's link.

THIS IS A MANDATORY MANAGERS/COACHES MEETING.

4/1/23 AGENDA:

10 AM – 11:30 AM - Positive Coaches Alliance Workshop

11:45 AM – 1 PM - First Aid

1:15PM - 2PM – League Presentation

All Volunteers MUST be Certified in ALL Above Classes.

The Big AI Clinic & Safety Clinic MUST Be taken online & you must pass a test & get certified. All Volunteers MUST pass these classes. (Info to follow)

The PCA Clinic MUST Be Attended in Person on 4/1/23. Certification/Re-Certification can either be done in person or on-line.

The League Presentation MUST be attended in person by all Volunteers.

If You Certify/Re-certify The PCA Clinic online You Will Have to Pay The \$30 Fee Yourself, If You Attend On 4/1/23 HHHLL Will Pay All Costs.

First Aid Clinic must be attended in person on 4/1/23 or supply proof of attending another first aid course on an alternative date.

In Order to Obtain a Volunteer Shirt and Hat You MUST be Certified in all classes.