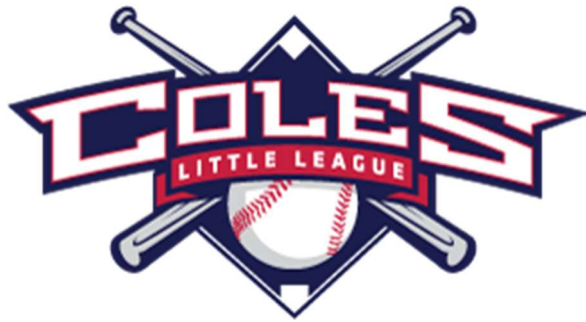


COLES LITTLE LEAGUE
District 10
League ID No.: 03461003



Safety Manual
2024 Edition

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Safety Program Introduction

The 2024 Coles Little League season continues the implementation of our Safety Program, which is guided by Little League, Williamsport, Pennsylvania. The purpose is to ensure that the safest possible environment for all participants is achieved through training, information dissemination and awareness. With implementation of this program, the league hopes to prevent injuries and make the 2024 season an enjoyable and constructive activity for all of our children and adult participants.

This manual outlines the basic tenets of Little League Baseball safety and provides managers, coaches, and umpires with the necessary information to conduct a safe 2024 season. Coles Little League will distribute a paper copy of this safety manual to all Managers/Coaches, league volunteers, and the District Manager.

Safety Officer

Coles Little League has a dedicated Safety Officer and on file with the Little League International, who serves as a full member on the Board of Directors and is on file with Little League Headquarters. The Safety Officer is Don Caughlin, (571) 344-4223. A listing of contact information for the Board of Directors is on Page 18.

The Safety Officer will **update this plan annually** and submit to Little League International by required date along with the **Safety Plan Registration Form** and **Facility Survey**.

Coles Registrar will submit registration data, coach and manager data via the Little League Data Center at www.littleleague.org; this is a requirement for an approved ASAP plan.

Mission Statement

Create awareness, through education and information, of the opportunities to provide a safer environment for children and other participants of the Coles Little League Baseball and Softball program.

If you have any questions about the Coles Little League Safety Program, or if you have any ideas or suggestions that would enhance the safety of league activities, please feel free to contact the League Safety Officer, or any Board member.

A special message to the Parents and Coaches who read this manual and teach our members the sport of Baseball/Softball:

Safety is everyone's responsibility! Make sure you are worthy of example.

Coles Little League Safety Code

- Responsibility for safety is everyone's job.
- **First aid kits should be available at all games and practices.**

- **Coaches/Umpires are required to walk/inspect the fields prior to practices and games. Umpires are also required to walk the fields for hazards before each game. See checklist on Page 16.**
- Think ahead and be prepared for an emergency and know how to respond.
- Managers, coaches and umpires should be trained in all aspects of sports safety.
- No game or practice should be conducted when weather or field conditions are unsafe.
- Play areas should be inspected frequently for stones, glass, or other hazardous conditions.
- Only players, managers, coaches and umpires are permitted on the playing field during games and practices.
- All players should be alert, watching the ball and batter on each pitch during games and practices.
- **Equipment should be inspected regularly to ensure proper fit and operation**, if found bad, then either destroy or render unusable to stop children from attempting to save or use.
- Batters must wear approved protective helmets during practice and games.
- Catchers must wear helmet, mask, throat protector, shin guards, chest protector and protective supporter (boys) at all times.
- Head first sliding is prohibited except when a runner is returning to a base.
- “Horse play” is not permitted at any time.
- Parents of players who wear glasses should be encouraged to provide “safety glasses”.
- Any player warming up a pitcher must wear helmet and mask. This applies both between innings and in the bullpen.
- Any player participating in batting practice (including batting cage activities) must wear a helmet.
- Players should not wear watches, rings, pins, or other metallic items.

Required training

At least one Manager/Coach from each team are required to attend both **Fundamentals** training and **First-Aid** training before start of the season. Every Manager/Coach will attend this training at least once every 3 years. Documentation of training, date provided, and attendees will be kept by the League Safety Officer. This training should be modified annually to meet the local needs of players and their families. Individuals who attend various outside First-Aid training and courses are **NOT** exempt.

Coles Little League Emergency Safety Procedures

Managers: Always have a completed “Medical Release Form” for all players on your roster with you at all games and practices. A copy is included in this manual on Page 23. **They must also ensure First-Aid kits are available for every game and practice.**

In case of a medical emergency:

1. Give first aid and have someone call 911 immediately if an ambulance is necessary (i.e. severe injury, neck or head injury, not breathing - err on side of caution!)
2. Notify parents immediately if they are not at scene.
3. Provide Emergency Medical Personnel/Hospital with information from the player's Medical Release Form.
4. Notify the League Safety Officer by phone within 24 hours.
5. Fill out a Coles Little League Incident Report Form and hand deliver to the league Safety Officer within 24 hours. A copy of this form is included in this manual.
6. Talk to your team about the situation if it involves them. Often players are upset and worried when another player is injured. They need to feel safe and understand why the injury occurred.
7. In the case of concussion or concussion like symptoms, pull player off the field immediately and contact parents. Concussion signs are available in the concussion section of safety manual.
8. Talk to anyone in Coles Little League you feel will be helpful (i.e. League Safety Officer, President, Division V.P., etc.).
9. File an insurance claim with the League Safety Officer (Little League insurance is supplemental to individual insurance).

REMEMBER: Safety is everyone's responsibility! It is up to you to achieve results that make a difference. Awareness and prevention are the keys to reducing accidents. Report all hazardous conditions to the League Safety Officer or any Board member immediately. Don't play with unsafe playing equipment or on a hazardous field. Ensure that your players are properly equipped at all times, especially catchers and batters. Finally, inspect your team's equipment often and have it replaced as necessary.

Communicable Disease Procedures

While the risk of one athlete infecting another with HIV/AIDS during competition is close to non-existent, there is a remote risk that any blood-borne infectious disease can be transmitted. Procedures for reducing the potential for transmission of infectious agents should include, but are not limited to, the following:

1. Bleeding must be stopped and any open wound covered. If there is an excessive amount of blood on the uniform, it must be changed before the athlete can resume participation.
2. Use gloves or other precautions to prevent skin and mucous membrane exposure when in contact with blood or other bodily fluids is strongly recommended.

3. Immediately wash hands and other skin surfaces if contaminated (in contact) with blood or other bodily fluids. Wash hands immediately after removing gloves.
4. Clean all contaminated surfaces and equipment with a solution made from a proper dilution (1 -100) of household bleach or other disinfectant before competition resumes.
5. Practice proper disposal procedures to prevent injuries caused by needles, scalpels, or other sharp instruments or devices.
6. Although saliva has not been implicated in HIV transmission, to minimize the need for emergency mouth-to-mouth resuscitation, mouthpieces, resuscitation bags, or other ventilation devices should be used when available.
7. Athletic trainers/coaches with bleeding or oozing skin should refrain from all direct athletic care until condition resolves.
8. Contaminated towels should be disposed of/disinfected properly.
9. Follow acceptable safety guidelines in the immediate control of bleeding and when handling bloody dressings, mouth guards or other articles containing bodily fluids.

Safety Tips

The following information is provided to assist Coles Little League personnel in carrying out basic safety policies, thereby making participation in Coles Little League a safer and more enjoyable activity for all. Those who are engaged in administration, management, and execution should have an understanding of how safety fundamentals can be applied to various assignments and activities in the program. Safety practices should become habits, and a standard by which we conduct all activities. In short, all involved should become "safety-minded."

Safety Cornerstones

The four cornerstones for building an effective safety program can be described as follows:

1. **EDUCATION** refers to the important matter of including suitable safety precautions in instructions, training, communications, drill work and follow-up.
2. **EQUIPMENT** applies to the safe upkeep and use of physical property such as fields, bleachers, personal protective equipment, bats, balls, etc.
3. **ENTHUSIASM** is the key to selling this important ingredient called safety, which can prevent painful and disabling accidents.
4. **ENFORCEMENT** should be applied more as an incentive for safe, skillful ball playing rather than as disciplinary tool. Far better results can be obtained by praise and recognition of safety consciousness, than by forcing players into line. Tactful guidance must be backed by firmness and judicious discipline.

Responsibilities

The success of an effective safety program is the responsibility of all who participate in the Little League system on all levels. The inexperience and dependence of young children on adult supervision and guidance make it imperative that everyone involved make safety an integral part of their behavior during practices, games, team meetings, and when conducting all league affairs.

Attitude

Everyone's approach to the goal of accident prevention must be from a positive point of view if it is to be effective. We should be concerned primarily with preventing the causes of accidents. This can be accomplished without taking any of the fun or competitiveness out of the game. All involved should foster an attitude of alertness, hustle and enthusiasm. There is no place for a poor attitude or antagonistic behavior. Appropriate instruction and properly functioning equipment are critical in preventing accidents and injuries. Instructions should be given in a positive manner.

Communication of Expectations

It is the intent of this organization to hold team managers and coaches primarily responsible for communicating the expectations of behavior to team members, parents of team members and others. Educating others about what is expected is a core safety value and should take place at least weekly as a team building exercise. These expectations set the tone for conduct and behavior (80-95% of all accidents are the results of unsafe behavior, a significant portion of these accidents are the result of the victims being unaware of what is expected). Timing of specific communication topics will be at the discretion of the coaching staff.

Teaching the Basics

To minimize accidents, particularly during the initial learning period, instruction in the proper execution of basic baseball skills is essential. This applies particularly to fundamentals such as running, fielding and throwing, hitting and sliding (see the attached graphic on Little League Injury Data). Proper teaching of basic skills is one of the best protections against accidents and injuries. A second basic factor that is very important to the safe development and use of baseball skills is the understanding that teamwork and good sportsmanship play important parts in the game of baseball. These intangibles have a direct bearing on accident prevention. The following should be emphasized:

1. Adults must display a courteous and considerate attitude towards umpires, players, coaches, managers, parents, and spectators. They must set a good example.
2. Coaches must continuously emphasize on teamwork and cooperation between teammates, and good sportsmanship toward opponents.

Safety Inspection

Regular inspections of all fields, permanent and temporary structures, playing equipment and personal protective equipment are the best way to determine if unsafe conditions exist which require correction. Managers, coaches, umpires and the League Safety Officer should work together to ensure serious safety hazards are corrected promptly. It is valuable learning experiences to have players take part in these procedures.

The following list will be of assistance in determining conditions that can cause accidents. Prompt corrective action must be taken to remove all serious hazards.

1. Inspect fields for unsafe conditions such as holes, ditches, rough or uneven spots, slippery/wet areas, foreign objects like stones, broken glass, pop bottles, rakes, etc. and excessively long grass.
2. Correct defects in protective screens and chain-link fences, including holes, sharp edges and loose edges.
3. Repair protruding nails, loose boards, and splintered wood in wood fences.
4. The warning track should be well defined and not less than 10 feet wide.
5. The bat rack and areas behind protective screens should be free from protrusions and other hazards.
6. The backstop should be inspected for hazards that could cause injury.
7. All dugouts and benches should be clean and free of debris, protruding nails, and other hazards.
8. The plate, batter's boxes, bases and the pitcher's mound should be checked periodically for tripping and stumbling hazards.
9. Loose equipment such as bats, gloves, masks, balls, helmets, etc., must be properly stored when not in use.
10. **Managers, coaches and umpires should be on the lookout for missing or poorly fitting personal protective equipment.** This includes helmets, masks, catcher's equipment and other protective gear including footwear). A protective cup and supporter are required for all male catchers (regular and reserve) and are highly recommended for all male players in addition to regular supporters.
11. Jewelry, badges, pencils, etc., can be a hazard to the wearer and should not be permitted.
12. Corrective lenses should be "sports-type" glasses and equipped with "industrial" safety lenses. Shatterproof, flip-type sunglasses are good protection against losing a fly ball in the sun.
13. Bats should be properly stored, have secure grips and be free of defects such as cracks or dents. Cracked or broken bats should never be used.
14. Safety should be the major consideration when making a decision to cancel a practice or game due to darkness or inclement weather.

15. **The greatest, although the least frequent, hazard in connection with inclement weather is exposure to lightning.** Chances of surviving a lightning strike are so slim that managers and umpires must not take any chances when an electrical storm is approaching. At the first indication of such a storm, play should be terminated and everyone should leave the field.
16. Properly fitted and attractively styled uniforms have the indirect benefit of contributing to a player's pride and morale, which can enhance performance, thus reducing the potential for accidents.
17. Congestion is always a potential problem and must be dealt with by constant awareness. The umpire should keep all unauthorized people out of the way during games. Managers and coaches must control this hazard during practice sessions.

Conditioning

Conditioning is an important phase of Little League training, and has a direct bearing on safety and accident prevention. Extensive studies on the effect of conditioning, especially pre-activity "warm-up," have demonstrated that:

1. The stretching and contracting of muscles just before an athletic activity improves general control of movements, coordination and alertness.
2. Such drills also help develop the strength and stamina needed by the average youngster to compete, thus minimizing exposure to accident and injury.

These warm-up skills are most effective when the motions are patterned after natural baseball movements, such as reaching for a ball, running and similar footwork. This is also a good place to reinforce the basic safeguard of keeping one's eye on the ball.

Exposure to Unsafe Practices

Unsafe acts are far more difficult to control than hazardous conditions. They are also the most challenging to prevent because they are involved almost entirely with the human element. It has been estimated that unsafe acts account for 80 - 95% of all accidents. Assuming that every effort has been made to provide safe playing conditions and equipment for a participants, the next major area of risk is the exposure to a player's own or someone else's unsafe acts. Identifying the causes and developing strategies to limit and counteract unsafe behavior are essential.

Coles Little League's intent is to create a proactive approach to behavior on everyone's part through regular review of safety issues and topics, solicitation and reporting of unsafe conditions and behavior (from any league associate) so a positive and safe culture will result.

With proper instruction and practice, players will develop the skills necessary to reduce the risk of accident and injury. As in all endeavors, the development and ability level of children varies (in some cases considerably). Managers and coaches should be aware of both the maturity level and ability of each of their players, thus allowing them to provide appropriate guidance/instruction. Several factors can contribute to reducing the instances of unsafe behavior:

Attitude

- An attitude of alertness, hustle and enthusiasm should be expected from all players to encourage them in the development of better skills.
- Good sportsmanship and courtesy, which are necessary ingredients for a safe and harmonious environment, are best taught by adults who set an example, both on and off the field.
- Your most effective tool to inspire an attitude of excellence and self-confidence is the use of PRAISE and RECOGNITION. Emphasis should be placed not only on achievement, but on the effort as well. A word of encouragement for the effort put forth on a failed attempt may result in a successful play on the next attempt.

Warm-Up Drills

Warming up before a practice session can safeguard youngsters, at least to a degree, from injuries caused by the placing of sudden demands on muscles that are not ready for the rapid stretching and contracting required to play ball. Calisthenics are not the only exercises performed prior to activity. We frequently use the term “warming up” to refer to ball-handling drills as well. These drills can pose a serious accident risk (primarily due to misdirected balls) if not properly supervised. The following suggestions will reduce the risk of being struck by a misdirected ball.

Safe Ball Handling

- All unauthorized people should remain off the field during drills.
- The most basic fundamental of safely playing baseball/softball is that of watching the ball at all times. Managers and coaches must stress that eyes must be kept on the ball. This fundamental should be drilled regularly into both players - adults and youngsters - until it becomes second nature rather than a conscious act.
- Another danger from misdirected balls is the exposure of hitters to inexperienced (i.e. wild) pitchers. The use of batter's helmets is a must. However, the use of protective equipment does not justify permitting a player to pitch to a hitter until control is demonstrated.
- The danger of being struck by a ball can be further minimized by the following plan:
 - Throwing and catching drills should have players in two lines facing each other.
 - Random throwing should be permitted only to designated players.
- Misjudging the flight of a batted ball may be corrected by slowly increasing the level of difficulty, beginning with easy fly balls that are made more difficult as a player's judgment and skill improve.
- In addition to a player being constantly aware of the location of the ball, the player should keep the glove positioned and the body balanced so that a rapid reaction can be made if necessary.
- An infielder can best be protected from a difficult fielding play by always keeping the "nose pointed at the ball" and the eyes glued on it. An added benefit is that moving forward, rather than retreating, puts the player in a better position to make a throw.
- Emphasize it is better to knock a ball down and re-handle it, than to “let the ball” determine the play.

Collisions

Collisions result in more injuries than almost any other type of accident. They are usually caused by errors in judgment or lack of communication between fielders. It is important to establish zones of defense to avoid collisions between players. It is particularly important when players are chasing fly balls. Once these zones are established, “situation” drills should be conducted until these zones and patterns become familiar to the players. The responsible player should call out his intentions in a loud voice to warn others. Here are some general rules to follow:

- The fielder at third base should catch all balls which are reachable and are hit between third base and the catcher.
- The fielder at first base should catch all balls which are reachable and are hit between first base and the catcher.
- The shortstop should call all balls reachable which are hit behind third base.
- The fielder at second base should catch all balls reachable which are hit behind first base.
- The shortstop has the responsibility for fly balls hit in the center of the diamond and in the area of second base. Since the glove is on the left hand (usually), it is easier for the shortstop than the second baseman to catch fly balls over second base.
- The centerfielder has the right of way in the outfield and should catch all balls which are reachable. Another player should take the ball if it is seen that it is not reachable by the centerfielder.
- Outfielders should have priority over infielders for fly balls hit between the outfield and infield.
- Priorities are not so easy to establish on ground balls, but most managers develop a system of priorities for balls hit to the infield (i.e. third baseman field any ball they can reach...).
- The catcher is expected to field all topped and bunted balls which can be reached except when there is a force play or squeeze play at home plate.

Warning Track

In addition to collisions between players, a player may occasionally crash into the fence while chasing a fly ball. Injuries can be avoided through suitable drill work. In this case it is simply a matter of giving the outfielders an opportunity to practice getting the feel of the warning track and its proximity to the fence. They must learn to judge their distance from the fence and the probable point where the ball will come down. The worst case scenario is to not only miss catching the ball by a wide margin, but also be injured by a collision with the fence.

Keep Grounds Clear

Substitute players should be used to pick up bats and store in the bat rack. Proper storage of other loose playing equipment should be included in this assignment.

Sliding Safety

As with other baseball fundamentals, a proper slide is also a safe one. During a slide, it is also essential that the player remain aware of the potential for a collision with the defensive player, or

the possibility of being hit by a thrown ball. It goes without saying that steel spikes should not be worn unless permitted (Junior/Senior/Big League). The following can make the learning to slide a safer endeavor:

- Long grass has been found to be better than a sand or sawdust pit to teach sliding.
- The base should not be anchored down.
- Sliding pads are recommended.
- The player should begin at half speed and bear in mind that both hands and feet should be in the air. Once committed to slide, the player must not change strategy. Last minute hesitation causes most sliding injuries.
- Tennis shoes are suggested for beginning sliding and tagging practice to avoid injury to the defensive player.
- If the ground along the baselines becomes soft after a period of rain, such conditions offer an excellent opportunity to practice sliding.
- It should be stressed that head-first sliding is prohibited except when returning to a base.

Batter Safety

A batter's greatest accident exposure comes from the unsafe acts of others, namely wild pitches, which account for a major portion of all accidents. Again, the best defense against being hit is an alert, confident concentration on the ball. Since the danger is increased as pitchers learn to throw with greater velocity, this type of injury is more prevalent in the upper divisions than in Minor League play.

- A well-fitted helmet is the first requirement.
- The development of a batter's ability to take evasive action can be improved by getting the player to relax and concentrate on the ball from the time the pitcher starts his/her delivery until it lands in the catcher's mitt. Players with slow reflexes can also be helped by simulated batting and ducking practice with a tennis ball.
- The practice of crowding the plate or jumping around to rattle the pitcher must not be tolerated. It could endanger the batter if it causes the pitcher to lose concentration and control.
- Painful finger and hand injuries can be reduced by making sure the batter holds the bat correctly when bunting. Youngsters have a tendency to lean too far over the plate, increasing their exposure to being hit by the ball. This error should be promptly corrected.
- When the batter becomes a base runner, he/she should be taught to run outside the foul lines when going from home plate to first and from third to home. This technique reduces the chances of being hit by a thrown ball.

Safe Handling of Bats

One of the most common practices that results in accident and injury is when the novice batter throws the bat while running to first base. This unthinking act may be corrected through

individual instruction to drop the bat safely. This can be accomplished by:

- A reminder from the coach before each ball is pitched.
- During practice, having the batter drop the bat in a marked-off circle near the beginning of the baseline.
- Counting the player "out" in practice whenever the player fails to drop the bat correctly.
- Providing bats with grips that are not slippery.

Managers, coaches and umpires should also be on the alert to correct batters who have a tendency to step into the catcher as they swing.

A Dangerous Weapon

This heading is used to highlight a problem that can and does result in very serious injury every year. The precautions outlined in the previous paragraph apply to the actions of individuals who are wielding a bat. A more serious injury is caused when an absent-minded youngster unconsciously walks into the swing of the coach's bat, or when an equally unwary player walks into the swing of a player taking practice swings. These situations demonstrate the need for everyone on the field to become safety conscious, not only for their own well-being, but also for the safety of others. The following precautions are suggested:

- The player assigned to catching balls for the coach using a bat should be assigned the specific task of warning anyone who comes too close to the path of the swing.
- All players and adults should give a wide berth to players taking practice swings. The ingrained safety habit of keeping clear may save someone a painful injury.

Catcher Safety

The catcher is the most accident-prone player on the field. Statistics show that the severity of injuries decreases with an increasing level of play. Again, this highlights the fact that the more proficient the player, the less chance of sustaining an injury. Assuming that the catcher is wearing the required protective equipment, the greatest exposure is to the throwing hand. The catcher must learn to:

- Stay relaxed!
- Always have the back of the throwing hand toward the pitcher.
- Hold all fingers in a cupped position near the mitt, ready to trap the ball and throw it. Alternatively, the catcher can place the throwing hand behind the leg prior to each pitch.
- Be taught to throw the mask and catcher's helmet in a direction away from the batter when going for a foul or passed ball.
- As the catcher learns to play this difficult position, he/she should keep a safe distance from the swinging bat. A good estimate is to remain one foot farther from the batter than the ends of the catcher's outstretched arm.

General Inattention

Inattention due to inaction or boredom is another underlying cause of accidents. This situation can be partly offset by using idle time to practice basics of skillful and safe play, such as:

- Idle fielders should be encouraged to "talk it up". Plenty of chatter promotes enthusiasm and encourages hustle.
- Players waiting for a game or practice to start can pair off and play catch to improve their skills.
- Practice should include plenty of variety in the drill work to preclude boredom.
- Put a time limit on each drill and do not hold the total practice for more than two hours. Reduce the length of practice if interest begins to lag.
- Idle players along the sidelines can be given the job of studying the form of other players to improve their own techniques.

Control of Horseplay

No discussion of measures to minimize the human element in accident prevention would be complete without discussing the problem of horseplay. This includes any type of youthful behavior that could even remotely be the cause of an accident. Even the mildest form of childish behavior can distract another player, resulting in an accident. After all...team play requires 100% cooperation among all players, and good sportsmanship demands courtesy to opposing players. If poorly behaved children cannot find sufficient outlet for their energy during the practice or game, immediate and impartial disciplinary action must be taken.

ACCIDENT REPORTING

An "Incident Report" form should be completed and provided to the League Safety Officer for all occurrences that meet the criteria described below. A copy of the form is included in this manual.

In our effort to prevent accidents and injuries to all involved in Little League, we must deal with the unpredictable actions of many small athletes. One of the most widely accepted ways to reduce the occurrences of unsafe acts is to document the reasons behind such acts and take suitable action to prevent them from happening again. Since we cannot eliminate all mishaps, we must use them as tools to help reduce the number of similar or related accidents. Also, safety consciousness allows us to determine the root causes of "near misses", so that action can be taken to prevent the occurrence of injury-producing accidents in the future.

Which Accidents to Analyze

Good judgment must be used when deciding which accidents to analyze. The severity of an

injury should not be the only basis for deciding to report/investigate an accident. The prevention of a similar, more severe accident should be our main reason for exploring causes and taking suitable corrective action. Examples of cases that probably would not require a report include sustaining a "strawberry" from sliding or minor strains and bruises not associated with unsafe actions or hazardous conditions.

Examples of Accidents Requiring Thorough Study

- A collision that occurs when two players go after the same fly ball, even though no one is hurt, has the possibility of resulting in a serious injury. Questioning the players involved may reveal that they had forgotten priority assignments in the "heat of the battle. A corrective measure might include re-emphasizing ball priority drills in the next practice. A completed accident report passed on to the Safety Officer will serve highlight this area as one needing additional emphasis from managers and coaches.
- If a player should trip and fall over a bat left on the ground and suffer a small abrasion, the cause and correction action may be obvious. A report, however, would serve as a reminder, not only to this team, but to others in the league that equipment left on the field can cause falls, some of which can result in fractures.
- Face, mouth, or teeth injuries caused by improper use of a catcher's mask, or the failure to wear a catcher's mask, should obviously be reported and the causes investigated.
- A turned ankle caused by a hole in the outfield should be reported so that the appropriate league official is aware of the hazardous condition, which can then be corrected.

Other Uses for Accident Reports

The need for corrective measures, of course, is most evident when an injury is severe enough to require professional services. In addition to the need for immediate preventive action, it is very important to have accurate information to complete an insurance claim report.

As in any organized endeavor, communications among teams in a specific league, and between leagues within a district, is important. This safety program can be an effective tool in accident prevention if each adult with safety responsibility is given a briefing on serious accidents, unusual hazards, and the corrective action taken to remedy them. In order to accomplish this, League Safety Officers and the District Safety Officers must be kept informed of all significant accident cases.

Further Follow-Up on Accident

Even after corrective action has been taken, responsible adults should continue to monitor to ensure that unsafe habits have not been resumed (Make sure you are of worthy of example).

We continually advise players to keep their eyes on the ball. Let's do the same with safety precautions.

Field Safety Checklist

All umpires, managers and coaches are responsible for checking field safety conditions before each game.

Repairs needed?
Field Condition Yes

No

Backstop ___ ___

Home plate ___ ___

Bases (secure) ___ ___

Bases (condition) ___ ___

Pitcher's mound ___ ___

Batter's box level ___ ___

Batter's box marked ___ ___

Grass surface (even) ___ ___

Holes/Hazards ___ ___

Infield fence ___ ___

Outfield fence ___ ___

Foul lines marked ___ ___

Dirt Needed ___ ___

Warning Track ___ ___

Coaches boxes level ___ ___

Dugouts ___ ___

Fencing ___ ___

Bench ___ ___

Roof ___ ___

Bat Racks ___ ___

Helmet racks ___ ___

Trash cans ___ ___

Cleanliness ___ ___

Repairs needed?
Spectator Areas Yes No

Bleachers ___ ___

Hand rails ___ ___

Bicycle racks ___ ___

Parking area safe ___ ___

Protective screens ___ ___

Bleachers clean ___ ___

Repairs needed?
Catchers Equipment Yes No

Shin guard ___ ___

Helmets ___ ___

Face masks ___ ___

Throat protector ___ ___

Catcher's cup (boys) ___ ___

Chest protector ___ ___

Catcher's mitt ___ ___

Available?
Safety Equipment Yes No

First aid kit ___ ___

(each field)

Safety Manual ___ ___

Incident Report Forms ___ ___

Accident Notification Form ___ ___

Repairs needed?
Players Equipment Yes No

Batting Helmets ___ ___

Jewelry removed ___ ___

Bats inspected ___ ___

Shoes checked ___ ___

Uniform checked ___ ___

Athletic supporter (boys) ___ ___

Gloves ___ ___

COLES LITTLE LEAGUE POLICY ON CHILD ABUSE

Child abuse is a growing problem in youth sports. It may take the form of abusive sexual, physical, or verbal behavior, and may also occur by the neglect of a child's needs. Formally defined, child abuse is the maltreatment of a child by a parent, guardian or other adult, and includes intentional acts resulting in physical or mental injury, toleration of and complicity in conditions injurious to the child's mental or physical health, or sexual assault upon the child. Coles Little League policy is that any form of child abuse is unacceptable. Conversely, it is of paramount importance that all accusations of child abuse by coaches or other league volunteers be discreetly investigated, assessed, and adjudicated with appropriate concern for the rights and reputation of the accused. The potential for false accusations exists.

In order to minimize player abuse, and to establish a fair and reasonable due process for accusations, Coles Little League has implemented the following policy:

1. **All applicants for league involvement must submit a Little League Volunteer Application form.** Applications will be confidentially reviewed by the league Registrar, or, alternatively, an individual as designated by the Board of Directors. No person who is a known child sex-offender will be given any access to the children in the Coles Little League program.
2. When possible, a preseason league meeting will be held for managers, coaches and other league volunteers to define and explain the multiple facets of child abuse and the mechanisms to prevent and detect these occurrences.
3. The League Safety Officer, or an individual designated by the Board of Directors, will receive and act on all abuse allegations in a confidential manner. The process to be followed in the investigation and adjudication of a child abuse accusation is stated later in this policy.
4. A liaison will be established with the law enforcement community to assist in the implementation of preventative measures and in response to allegations of illegal behavior.

Procedure to be followed if an Accusation is made

1. The alleged incident will be discreetly and confidentially investigated by the League Safety Officer, or an individual as designated by the Board of Directors.
2. An assessment will be made as to the veracity of the allegation based on the results of the investigation. No further action will be taken if the allegation is judged to be untrue.
3. Allegations judged to be true will be submitted to the League Board of Directors for penalty assignment. Penalties can range from a verbal reprimand for minor offenses to league expulsion for greater offenses. All incidents of child sexual abuse will be cause for immediate league expulsion. Depending on the severity of the offense, civil authorities may be advised of the incident for further action.
4. The accused can appeal the Board's decision by notifying the President of the Board of Directors within 24 hours of the penalty assessment. The appeal will be considered by the full Board of Directors and a final determination will be made. This determination is final and not subject to appeal.

2023 COLES LITTLE LEAGUE BOARD OF DIRECTORS

Title	Name	Email
President	Emma Caughlin	president@coleslittleleague.com
Vice President	Jennifer Kiernan-Graham	vicepresident@coleslittleleague.com
Secretary	Kelly Deering	secretary@coleslittleleague.com
Treasurer	Jill Richards	treasurer@coleslittleleague.com
Registration	Beth Harker	registration@coleslittleleague.com
Property & Equipment	Troy Hadsall	equipment@coleslittleleague.com
Safety Officer	Don Caughlin	safetyofficer@coleslittleleague.com
Sponsorship/Fundraising	Shayna Russo	sponsorship@coleslittleleague.com
Umpire Coordinator	Emma Caughlin	umpire-coordinator@coleslittleleague.com
League Player Agent	Tamiaka Muns/Brian Sipes	playeragent@coleslittleleague.com
Scheduling	Miranda Hendershot	scheduling@coleslittleleague.com
Snack Bar	Jenifer Kienan-Graham	snackbar@coleslittleleague.com
Coaching Coordinator	Jordan Milbert	coachingcoordinator@coleslittleleague.com
VP - Tball / Machine Pitch	Mandy Sablone	vp-tball@coleslittleleague.com
VP - Minors / Majors	Brian Sipes	vp-aaa@coleslittleleague.com
VP - Juniors / Seniors	Mike Drzewucki	vp-jr-sr@coleslittleleague.com
VP - Challenger	Vacant	vp-challenger@coleslittleleague.com
Chief Information Officer (CIO)	Jeff Richards	webmaster@coleslittleleague.com

Title	Name	Email
Volunteer/Event Coordinators	Tamieka Muns	volunteer@coleslittleleague.com

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/localBGcheck 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 affiliations (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 Little League International.)

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 Little League International.)

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/ByStateLaws

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 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 U.S. Center of SafeSport's Centralized Disciplinary Database and Little League International Ineligible/Suspended List)*
OR
 National Criminal Database check U.S. Center of SafeSport's Centralized Disciplinary Database and Little League International Ineligible/Suspended 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.

Last Updated: 1/4/23

<https://www.littleleague.org/downloads/volunteer-application/>

Coles Little League

IMPORTANT TELEPHONE NUMBERS:

Emergency Situations	911
Non-Emergency Police	(703) 792-6515
Fire and Rescue	(703) 792-6810

Please have this safety manual, medical release forms with contact numbers, and injury/accident reports with you each time you have a game or practice.

Currently, none of the game or practice fields have telephones. If at all possible, bring or have access to a cellular phone at each game or practice.

Remember, any questions and concerns about Little League safety should be directed to Coles Little League Safety Officer – Don Caughlin @ 571 344 4223.

Concession Stand Operating/Safety Guidelines

We will be operating a Level Three (Prince William Co.) concession stand. Our menus will include items such as frankfurters, popcorn, sodas, and similar short order foods. These foods will involve limited preparation and temperature control. The following guidelines will be adhered to:

1. Preparation: Hair restraints, plastic gloves, and utensils will be used according to county guidelines. Frequent and thorough hand washing will be stressed.
2. Temperature Control: Proper storage and freezing of foods will be monitored regularly. Refrigerated foods will be kept at 41 degrees and will be kept at least six inches above the floor. Food thermometers will be used to check cooking temperatures (165-degree minimum internal temps). There will be no reheating of foods with steam tables, sterno units, or crock-pots.
3. Quality: All foods will be from approved sources and will not be prepared at "home". Expiration dates will be adhered to, as well.
4. Cleanliness: Wiping cloths will be rinsed and stored in a sanitizing solution of one gallon of water and 1 teaspoon of bleach. This solution will be replaced every couple hours. All garbage will be placed in a can with a tight fitting lid.
5. Health and Hygiene: Workers shall be healthy with no signs of symptoms such as cramps, nausea, fever, vomiting, diarrhea, etc. No worker with open sores or infected cuts will be allowed to prepare foods. Clean, "kitchen safe" clothing, including shirt and shoes (no open toed shoes or sandals), will be worn at all times. No smoking will be allowed in the stand. Workers taking prescribed narcotics will not be permitted to work the grill equipment. Only authorized personnel will be allowed in the stand.
6. Safety: The concession stand shall be in safe working order with a smooth and cleared floor area, and appropriate safety equipment (fire extinguisher and first aid kit prominently displayed and sturdy handrails on the steps). Workers will be trained in the proper use of the safety and cooking equipment. Emergency phone numbers will be posted and a cell phone will be available during operating hours.
7. Equipment: All equipment shall be clean and in good working order. Air filters will be replaced at the beginning of each season and checked regularly. There will be hot and cold running water with an approved disposal system. The stand has a three compartment sink where cooking utensils will be washed, rinsed, and sanitized.
8. Inspection: The concession stand manager will conduct an inspection with a county health department representative. Suggestions for improvements will be addressed as soon as possible.
9. Training: All workers will attend mandatory training sessions for food preparation, safety and cooking equipment handling, procedures for handling emergencies such as grease fires, and procedures for handling any chemicals, such as bleach or other cleaners.



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.

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
 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: _____

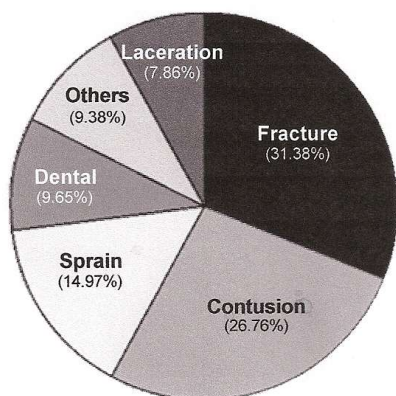
Please give a short description of incident: _____

Could this accident have been avoided? How: _____

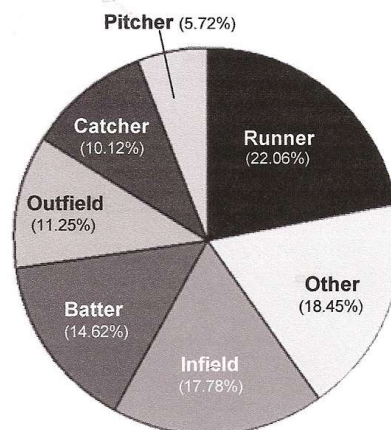
This form is for local Little League use only (should not be sent to Little League International). This document should be used to evaluate potential safety hazards, unsafe practices and/or to contribute positive ideas in order to improve league safety. When an accident occurs, obtain as much information 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: _____

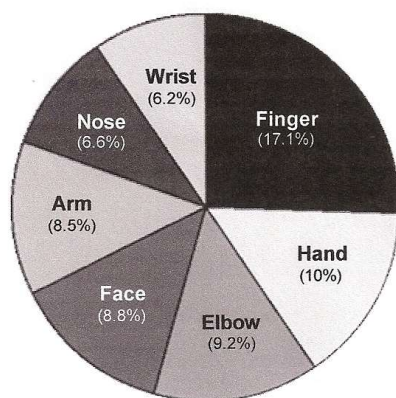
Little League Baseball Injury Data - 1985-1993



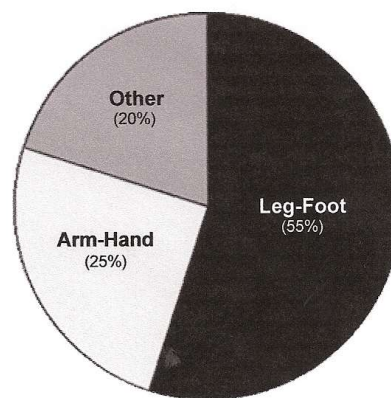
All Reported Injuries



Injury per Position



7 Most Common Injuries to Batter

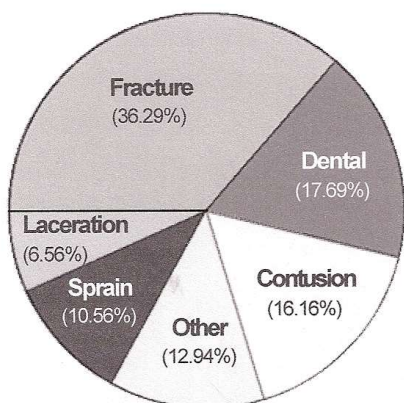


Runner Injuries

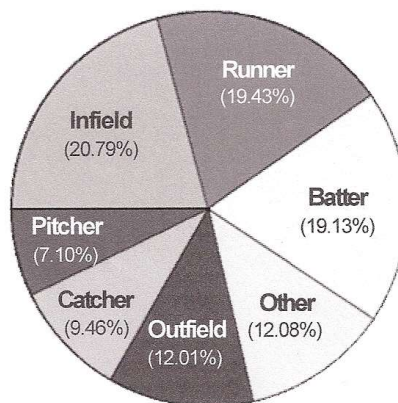
Injury data can provide opportunities to improve
your safety program in several ways . . .

- Identify potential risks
- Define coaches and managers training needs
- Target coaching techniques
- Determine equipment needs for first-aid

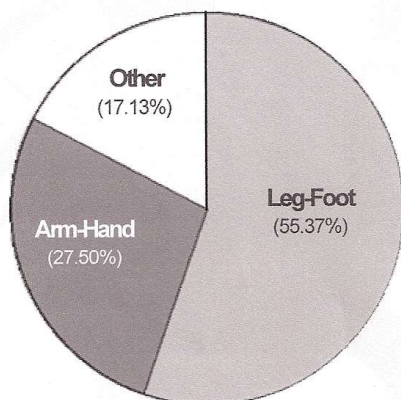
Little League Injury Data — 1999-2003



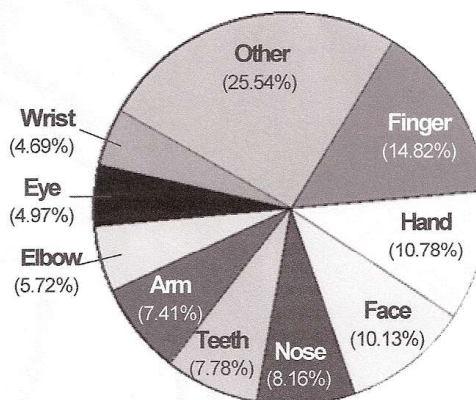
Most Common Player Injuries



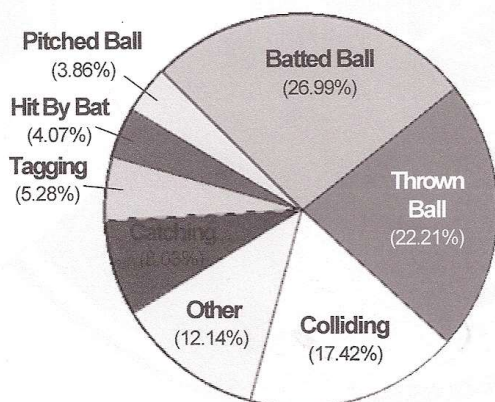
Injuries Per Position



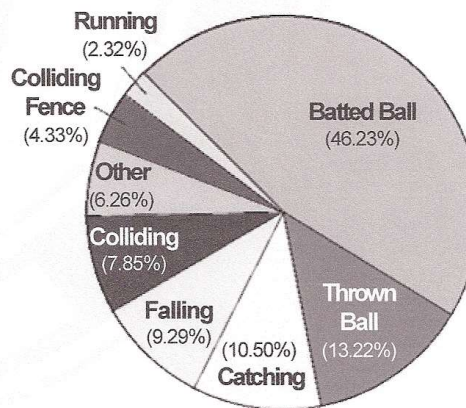
Most Common Injuries to Runners



Most Common Injuries to Batters



Top Causes of Injury to Infielders



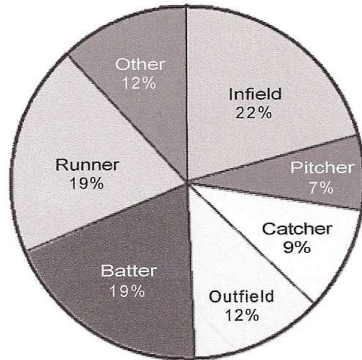
Top Causes of Injury to Outfielders

October 2003

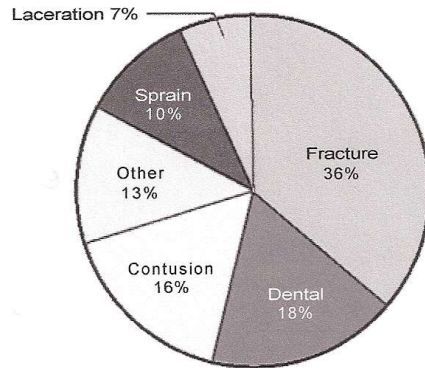
* Although percentages of some injuries are larger, actual numbers of injuries have decreased substantially since last report.

2.11

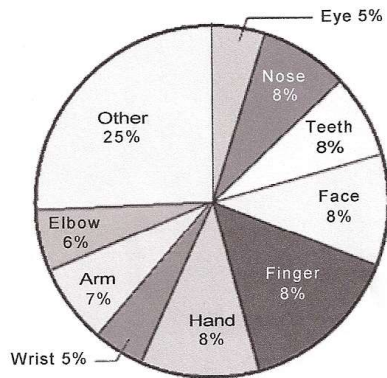
Most Common Little League® Player Injuries by Positions Played, Types and Causes, 2004-2006



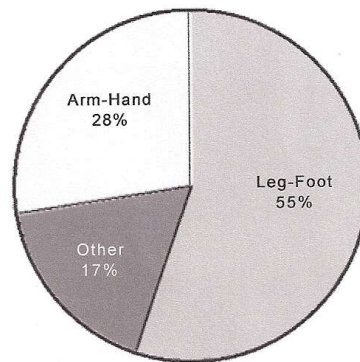
Injuries Per Position



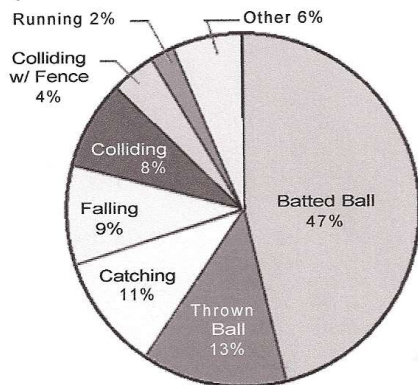
Most Common Player Injuries



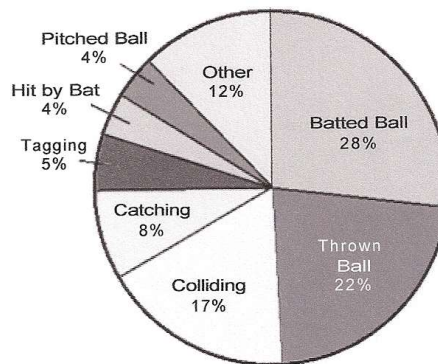
Most Common Injuries to Batters



Most Common Injuries to Runners



Top Causes of Injuries to Outfielders

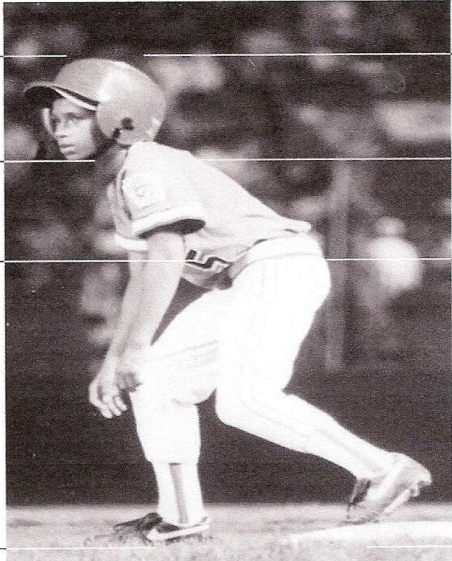


Top Causes of Injuries to Infielders

The ASAP Effect

Most Common Base Runner Injuries Reported

1991-1993		1993-1998	1999-2003
41%	Other (Including Head and Neck)	20%	17%
36%	Arm — Hand	25%	28%
23%	Leg — Foot	55%	55%



Prior to 'No Head-First Slide Rule' (7.08(a)(4))

After ASAP Begins Raising Awareness Prior to Mandatory Breakaway Bases

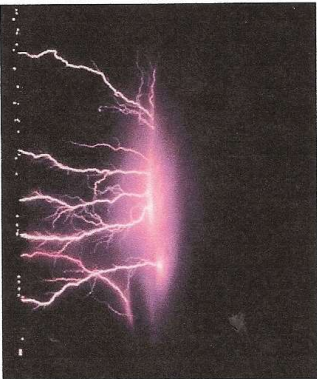


A Safety Awareness Program

P.O. Box 808
Oskaloosa, Iowa 52577
800/825-5004

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 RADIOS 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/hwl/> 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



Concussion in Sports

What Should I do If a Concussion Occurs?

If you suspect that an athlete has a concussion, implement your 4-step action plan:

1. **Remove the athlete from play.** Look for signs and symptoms of a concussion if your athlete has experienced a bump or blow to the head or body. When in doubt, keep the athlete out of play.
2. **Ensure that the athlete is evaluated by a health care professional experienced in evaluating for concussion.** Do not try to judge the severity of the injury yourself. Health care professionals have a number of methods that they can use to assess the severity of concussions. As a coach, recording the following information can help health care professionals in assessing the athlete after the injury:



- Cause of the injury and force of the hit or blow to the head or body
- Any loss of consciousness (passed out/knocked out) and if so, for how long
- Any memory loss immediately following the injury
- Any seizures immediately following the injury
- Number of previous concussions (*if any*)

3. **Inform the athlete's parents or guardians about the possible concussion and give them the fact sheet on concussion.** Make sure they know that the athlete should be seen by a health care professional experienced in evaluating for concussion.
4. **Keep the athlete out of play the day of the injury and until a health care professional, experienced in evaluating for concussion, says they are symptom-free and it's OK to return to play.** A repeat concussion that occurs before the brain recovers from the first—usually within a short period of time (hours, days, or weeks)—can slow recovery or increase the likelihood of having long-term problems. In rare cases, repeat concussions can result in edema (brain swelling), permanent brain damage, and even death.

[FAQs about Baseline Testing among Young Athletes >>](/concussion/sports/baseline_test.html)

Page last reviewed: December 8, 2009

Page last updated: May 16, 2012

Content source: [Centers for Disease Control and Prevention, National Center for Injury Prevention and Control](#)

Centers for Disease Control and Prevention 1600 Clifton Rd. Atlanta, GA
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800-CDC-INFO (800-232-4636) TTY: (888) 232-6348 - [Contact CDC-INFO](#)









Concussion

What are the Signs and Symptoms of Concussion?

Most people with a concussion recover quickly and fully. But for some people, symptoms can last for days, weeks, or longer. In general, recovery may be slower among older adults, young children, and teens. Those who have had a concussion in the past are also at risk of having another one and may find that it takes longer to recover if they have another concussion.

Symptoms of concussion usually fall into four categories:

 Thinking/ Remembering	 Physical	 Emotional/ Mood	 Sleep
Difficulty thinking clearly	Headache Fuzzy or blurry vision	Irritability	Sleeping more than usual
Feeling slowed down	Nausea or vomiting (early on) Dizziness	Sadness	Sleep less than usual
Difficulty concentrating	Sensitivity to noise or light Balance problems	More emotional	Trouble falling asleep
Difficulty remembering new information	Feeling tired, having no energy	Nervousness or anxiety	

Some of these symptoms may appear right away, while others may not be noticed for days or months after the injury, or until the person starts resuming their everyday life and more demands are placed upon them. Sometimes, people do not recognize or admit that they are having problems. Others may not understand why they are having problems and what their problems really are, which can make them nervous and upset.

The signs and symptoms of a concussion can be difficult to sort out. Early on, problems may be missed by the person with the concussion, family members, or doctors. People may look fine even though they are acting or feeling differently.

See [Getting Better \(/concussion/feel_better.html\)](http://www.cdc.gov/concussion/feel_better.html), for tips to help aid your recovery after a concussion.

When to Seek Immediate Medical Attention:

Danger Signs in Adults

In rare cases, a dangerous blood clot may form on the brain in a person with a concussion and crowd the brain against the skull. Contact your health care professional or emergency department right away if you have any of the following danger signs after a bump, blow, or jolt to the head or body:

- Headache that gets worse and does not go away.
- Weakness, numbness or decreased coordination.
- Repeated vomiting or nausea.
- Slurred speech.

The people checking on you should take you to an emergency department right away if you:

- Look very drowsy or cannot be awakened.
- Have one pupil (the black part in the middle of the eye) larger than the other.
- Have convulsions or seizures.
- Cannot recognize people or places.
- Are getting more and more confused, restless, or agitated.
- Have unusual behavior.
- Lose consciousness (*a brief loss of consciousness should be taken seriously and the person should be carefully monitored*).

Danger Signs in Children

Take your child to the emergency department right away if they received a bump, blow, or jolt to the head or body, and:

- Have any of the danger signs for adults listed above.
- Will not stop crying and cannot be consoled.
- Will not nurse or eat.

Related Links

- [Facts about Concussion and Brain Injury: Where to Get Help \(/concussion/get_help.html\)](/concussion/get_help.html)
- [Heads Up: Brain Injury in Your Practice \(/concussion/HeadsUp/physicians_tool_kit.html\)](/concussion/HeadsUp/physicians_tool_kit.html)

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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

Sport Parent Code of Conduct

We, the COLES 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

Coaches Code of Conduct

CODE OF CONDUCT – Coaches are Role Models

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

George Colby

Easton, Conn., Little League, District 2

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

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

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

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

No Playing in parking lots at any time.

No Playing on and around lawn/maintenance equipment.

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

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

No throwing balls against dugouts or against backstop.

No throwing rocks and no climbing fences.

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

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

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

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

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

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

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



Volunteer Code of Conduct



Must Understand and Comply with Code

(The following is an example of a Volunteer Code of Conduct Contract which Little Leagues may emulate.)

The _____ Little League Board of Directors 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.

_____ 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 Little League 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.
- ◆ 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 to 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 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 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